

Received 5/14/2020 @ 12 PM
Courtney Cannella, ATC

AGENDA

TOWN COUNCIL
VIRTUAL MEETING

REGULAR MEETING
MONDAY, MAY 18, 2020
TIME: 7:00 P.M.

To view this meeting, please tune into 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 for Public Works Week; and Public Works will recognize individuals with awards ("Business Partners, Citizens, and Employees") as part of National Public Works Week.

1. Call Meeting to Order

2. Pledge of Allegiance

3. Roll Call

4. Mayor's Remarks

5. Adoption of Agenda
(Councilor Maneeley)

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 Delnicki)

BE IT RESOLVED that the South Windsor Town Council hereby approves the Minutes of the following Town Council Meeting: Regular Meeting Minutes of May 4, 2020.

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)

AGENDA
Regular Meeting – Town Council
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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

(Councilor Lopez)

Motion to Approve Agenda Item 11.b.A. for a Second Reading on the Consent Agenda

b. Second Reading

A. Resolution Reappointing Arthur Jennings (D) to the Building Code Board of Appeals

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Arthur Jennings (D) to the Building Code Board of Appeals for a term ending January 1, 2025.

c. Miscellaneous

None

12. Unfinished Business

13. New Business

- A. Discussion Item: CERT and Emergency Management Update *(requested by Councilor Delnicki) (Heather Oatis, Chris Wilcox, and Walter Summers to be present)***
- B. Discussion Item: Emergency Management Procedures *(requested by Mayor Paterna)***

AGENDA
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13. New Business (Continued)

C. Resolution Adopting the Board of Education Budget for Fiscal Year 2020/2021

(Councilor Lydecker)

BE IT RESOLVED that the South Windsor Town Council hereby adopts a Board of Education Budget with expenditures totaling \$_____ ; for the Fiscal Year commencing on July 1, 2020, and terminating on June 30, 2021, a copy of which Budget is on file on the Board of Education website (www.southwindsorschools.org).

D. Resolution Adopting the Budget for the Special Revenue Recreation Fund for Fiscal Year 2020/2021

(Councilor Evans)

BE IT RESOLVED that the South Windsor Town Council hereby adopts a Special Revenue Recreation Fund Budget with expenditures totaling \$_____ ; for Fiscal Year commencing on July 1, 2020, and terminating on June 30, 2021.

E. Resolution Adopting the General Government Budget for Fiscal Year 2020/2021

(Councilor Snyder)

BE IT RESOLVED that the South Windsor Town Council hereby adopts a General Government Budget with expenditures totaling \$_____ ; for the Fiscal Year commencing on July 1, 2020, and terminating on June 30, 2021, a copy of which Budget is on file on the Town of South Windsor website (www.southwindsor-ct.gov).

F. Resolution Setting the Tax Rate for Fiscal Year 2020/2021

(Deputy Mayor Pendleton)

BE IT RESOLVED that the tax rate of ____ mills be levied on the Grand List of October 1, 2019, based upon Total Revenues excluding current taxes of \$_____, which includes an appropriation from Fund Balance in the amount of \$_____ and an appropriation from the Tax Stabilization Fund in the amount of \$_____ to finance total expenditures of \$_____ made up of a Board of Education Budget of \$_____ and a General Government Budget of \$_____, both of which have been adopted by the South Windsor Town Council for the Fiscal Year commencing on July 1, 2020, and terminating on June 30, 2021.

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13. New Business (Continued)

- G. Resolution Appointing a Rate Maker for Fiscal Year 2020/2021 and the Tabling of Same**
(Councilor Maneeley)

BE IT RESOLVED that the South Windsor Town Council hereby appoints Michael Maniscalco, Town Manager, as Rate Maker for Fiscal Year 2020/2021, and hereby tables the same.

- H. Resolution Authorizing the Town Manager to Amend the 2019/2021 “Job Classification Schedule”**
(Councilor Hockenberry)

BE IT RESOLVED that the South Windsor Town Council hereby authorizes Town Manager Michael Maniscalco to amend the 2019/2021 “Job Classification Schedule” by adding one new position, that of Youth & Family Services Clinical Coordinator (Grade 3).

- I. Resolution Establishing a Policy and an Application to Provide for the Display of Commemorative or Organization Flags**
(Councilor Delnicki)

WHEREAS, requests to fly a commemorative or organization flags on a Town of South Windsor flag pole must be made at a regularly scheduled Town Council meeting; and

WHEREAS, an application form must be submitted for any requests to fly a commemorative or organization flags on a Town of South Windsor flag pole; and

WHEREAS, the flag request must meet the guidelines within the policy established by the South Windsor Town Council

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby approves the 2020 Flag Flying Policy (**Exhibit A**) and Application Form (**Exhibit B**).

- J. Resolution Approving a Refund of Taxes to Eleven (11) South Windsor Taxpayers**
(Councilor Lopez)

BE IT RESOLVED that the South Windsor Town Council hereby approves a refund of property taxes to eleven (11) South Windsor Taxpayers, the total of said refunds being \$9,233.05 and as more fully described on attached **Exhibit C**.

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13. New Business (Continued)

- K. Discussion Item: Hazard Pay for Town Employees, Police Department, and South Windsor Volunteer Fire Department (*requested by Town Manager, Michael Maniscalco*)**
- L. Discussion Item: Agenda Items that are being Submitted for a Town Council Meeting (*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

PROPOSED GUIDELINES for Town of South Windsor Flag Flying Policy:

- *Requests to fly a commemorative or organization flag on a Town flagpole must be made, using the attached Application Form, at a regularly scheduled Town Council meeting;
- *The flag will fly in connection with a specific town or state event, town or state proclamation, or town or state recognition of an event or organization;
- *Commemorative or Organization Flags must be approved by a majority vote of the Town Council; or the town manager.
- *Approval by the Town Council shall be limited to not more than one commemorative, or organization flag being added to the flagpole for display during any time period;
- *The flag shall be flown for a period not to exceed (two weeks), ~~or one month~~, or for the duration of the associated event;
- *The flag shall be flown no more than once per calendar year;
- *After receipt by Town Hall staff, prior to approval, the request will be sent to the Town Council
- *No flags of commercial, religious or political organizations shall be permitted;
- *No flags of a group or organization shall be permitted whose actions or philosophy are contrary to Town of South Windsor policies or Charter, or enable violence, discrimination, prejudice, or racism;
- * Flags will be flown according to the U.S. Flag Code:

Application for a Flag to be Flown in South Windsor 2020

A request for a flag to be flown in South Windsor should be at minimum of seven days in advance of the date for flag to be flown. The commemorative flag is to be flown on a Town flagpole according to the U.S. Flag Code

Print Name/ Street Address/ City and State

Phone #: _____ Cell #: _____

Date of Request: _____

Name of Flag to be Flown: _____

Flag dimensions must not be larger than: 5' x 9' with grommets for securing the lanyard.

Date (s) Event Requested for: _____

Special Requests: _____

Date to be Raised: _____ Date Lowered _____

Name of Town Council member making this request: _____

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

Signature/Town Manager: _____ Request

Received by: _____ Town Manager

Accepted: _____ Approval process by

Town Council: approved _____ (date) denied _____ (date)

Approved by the South Windsor Town Council on: _____

Flag Location: _____

Exhibit C

Year	Vehicle ID	Name	Address	City/State/Zip	Property Tax	Refund	Net	
2018-03-5043788	CCAP AUTO LEASE LTD	1601 ELM ST STE 800	DALLAS, TX 75201-7260	2016/1CGRR7T14G5202597	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	\$	(129.17)	
2016-02-0041454	ESTERMAN MANUFACTURING CORP	175 SOUTH SATELLITE ROAD	SOUTH WINDSOR, CT 06074	2016/1TMDPREV95G1072716	Sec. 12-129 Refund of Excess Payments	\$	(1,597.00)	
2017-02-0001833	ESTERMAN MANUFACTURING CORP	175 SO SATELLITE ROAD	SOUTH WINDSOR, CT 06074	2016/1TMDPREV95G1072716	Sec. 12-129 Refund of Excess Payments	\$	(2,272.24)	
2018-03-5012115	KAVANAGH MEGAN J	139 ROCKLEDGE DR	SOUTH WINDSOR, CT 06074	2016/1TMDPREV95G1072716	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	\$	(184.58)	
2018-03-5023109	TOYOTA LEASE TRUST	200 COMMERCE WAY SUITE 800	WOBURN, MA 01801-3057	2016/1TMDPREV95G1072716	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	\$	(162.08)	
2018-03-5023206	TOYOTA LEASE TRUST	200 COMMERCE WAY SUITE 800	WOBURN, MA 01801-3057	2016/1TMDPREV95G1072716	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	\$	(136.48)	
2018-01-4010256	VENDETTI JOAN G & CHARLES J	182 OAK STREET	SOUTH WINDSOR, CT 06074	2016/1TMDPREV95G1072716	Sec. 12-129 Refund of Excess Payments	\$	(3,489.94)	
TOTAL							\$	(9,233.05)

Drafted By: Tabalita L Chasse
 Director of Revenue
 Approved By: Jennifer Hjinski-Shiley, CCMC
 Collector of Revenue

Date: May 10, 2020
 Date: May 4, 2020