

AGENDA

TOWN COUNCIL
COUNCIL CHAMBERS
SOUTH WINDSOR TOWN HALL

RECEIVED
JUN 17 2021
REGULAR MEETING
MONDAY, JUNE 21, 2021
TIME: 7:00 P.M.
4:00 pm

After Roll Call is complete, the Mayor will read a proclamation recognizing Debra Burch from the South Windsor Volunteer Fire Department.

- 1. Call Meeting to Order
- 2. Pledge of Allegiance
- 3. Roll Call
- 4. Mayor's Remarks
- 5. Adoption of Agenda
(Councilor Lydecker)
- 6. Communications and Reports from Town Manager
- 7. Public Input
- 8. Adoption of Minutes of Previous Meetings
(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 May 17, 2021.

(Councilor King)

BE IT RESOLVED that the South Windsor Town Council hereby approves the Minutes of the following Town Council Meetings: Public Hearing Minutes of June 7, 2021; and Regular Meeting Minutes of June 7, 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)

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.

AGENDA
Regular Meeting – Town Council
Monday, June 21, 2021

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.]

(Councillor Evans)

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

a. First Reading

A. Resolution Appointing Bala Ramasamy (D) to the Water Pollution Control Authority 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 Bala Ramasamy (D) to the Water Pollution Control Authority for a term ending November 30, 3023, to fill the unexpired term of Steven King, Jr., and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

B. Resolution Appointing Deborah Cohen (D) an Alternate to the Historic District Commission and Postponing Consideration of this Motion until the Town Council's Next Regularly Scheduled Meeting

BE IT RESOLVED that the South Windsor Town Council hereby appoints Deborah Cohen (D) an Alternate to the Historic District Commission for a term ending November 30, 2021, to fill the unexpired term of Elizabeth Burgess and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

b. Second Reading

(Councillor Snyder)

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

A. Resolution Appointing Jill McAllister to the South Windsor 175th Anniversary Committee

BE IT RESOLVED that the South Windsor Town Council hereby appoints Jill McAllister to the South Windsor 175th Anniversary Committee.

(Continued on Next Page)

AGENDA
Regular Meeting – Town Council
Monday, June 21, 2021

11. Consent Agenda (Continued)

b. Second Reading (Continued)

B. Resolution Appointing Vasanth Kainkaryam to the South Windsor 175th Anniversary Committee

BE IT RESOLVED that the South Windsor Town Council hereby appoints Vasanth Kainkaryam to the South Windsor 175th Anniversary Committee.

C. Resolution Appointing Stephanie Weintraub (R) to the Agricultural Land Preservation Advisory

BE IT RESOLVED that the South Windsor Town Council hereby appoints Stephanie Weintraub (R) to the Agricultural Land Preservation Advisory Commission for a term ending November 30, 2022, to fill the unexpired term of Philip Koboski.

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 June 7, 2021)

B. Discussion Item: Creation of an Arts Commission (requested by Councilor Evans) (Previously discussed at the Town Council Regular Meeting on June 7, 2021)

13. New Business

A. Discussion Item: Recovery Act Funds (requested by Councilor Snyder)

B. Discussion Item: Unexpended Funds from Fiscal Year 2020/2021 (requested by Councilor Snyder)

AGENDA
Regular Meeting – Town Council
Monday, June 21, 2021

13. New Business (Continued)

C. Resolution Creating a Strategic Planning Committee
(Deputy Mayor Pendleton)

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:
 - b. The Committee will advertise and hold two (2) public hearings to gather input from the community.
 - c. Through support of the Town staff, the Committee can consider conducting a survey using multiple mediums for dissemination.
 - d. 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.
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

(Resolution Continued on Next Page)

AGENDA
Regular Meeting – Town Council
Monday, June 21, 2021

13. C. (Continued)

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 both genders, and there must be representation of both political parties. Every effort shall be made to seek both cultural and ethnic diversity. The Town Manager, Mayor, and Minority Leader (or their designee) will be considered ex officio members with full rights to speak at meetings but will have no right to vote.

D. Resolution Authorizing the Town Manager to Sign and Executive the Connecticut Department of Transportation Local Bridge Program Supplemental Application for the Main Street Bridge over the Podunk River, State Project No. 9132-4174
(Councilor Koboski)

WHEREAS, the Town of South Windsor is eligible to receive a grant from the State of Connecticut Local Bridge Program to fund up to 50% of the eligible project costs for the reconstruction of the Main Street Bridge over the Podunk River

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby authorizes its Town Manager, Michael Maniscalco, MPA, to sign the Local Bridge Program Supplemental Application and any associated agreements between the State of Connecticut and the Town of South Windsor for the Main Street Bridge over the Podunk River, located 0.5 miles south of I-291 on Main Street, Bridge No. 04174.

E. Discussion Item: Update on Laurel Street Traffic Study *(requested by Deputy Mayor Pendleton)* *(Jeff Doolittle, Town Engineer to be present)*

F. Resolution Accepting the Fiscal Year 2020/2021 Suspense List
(Councilor Lopez)

BE IT RESOLVED that the South Windsor Town Council hereby accepts the Fiscal Year 2020/2021 Suspense List as proposed and submitted to the Town Council by the Collector of Revenue.

AGENDA
Regular Meeting – Town Council
Monday, June 21, 2021

13. New Business (Continued)

- G. Resolution Approving a Transfer of \$6,000 from the Contingency Account to the Cemetery Association Account**
(Councilor Maneeley)

BE IT RESOLVED that the South Windsor Town Council hereby approves a transfer of \$6,000 from the Contingency Account to the Cemetery Association Account to cover costs associated with the Cemetery Association budget.

- H. Resolution Authorizing Town Manager Michael Maniscalco to Sign and Execute a Lease Agreement with Key Government Finance (“Lessor”) (“Escrow Agent”) for the Lease/Purchase of Pierce Rescue Truck and Ford/Firematic Vehicle**
(Councilor King)

WHEREAS, at the regularly scheduled meeting of January 4, 2021, the South Windsor Town Council approved the purchase of a replacement rescue truck, and a new support fire/police truck, and authorized Town Manager Michael Maniscalco to sign and execute agreements related to this purchase; and

WHEREAS, the Town wishes to enter into a Lease and Escrow Agreement with Key Government Finance as the Lessor and Escrow Agent, who requires Town Council approval to enter into this specific ten-year agreement where the Town will own all equipment outright

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby authorizes Town Manager Michael Maniscalco to sign and execute a Lease Agreement with Key Government Finance (“Lessor”) (Escrow Agent”) for the lease/purchase of Pierce Rescue Truck and Fore/Firematic Vehicle.

- I. Resolution Approving a Refund of Taxes to Seven (7) South Windsor Taxpayers**
(Councilor Koboski)

BE IT RESOLVED that the South Windsor Town Council hereby approves a refund of property taxes to seven (7) South Windsor Taxpayers, the total of said refunds being \$7,463.54 and as more fully described on attached **Exhibit A**.

AGENDA
Regular Meeting – Town Council
Monday, June 21, 2021

13. New Business (Continued)

J. Resolution Accepting the Resignation of Elizabeth McGuire (D), an Alternate from the Planning & Zoning Commission
(Councilor Lydecker)

BE IT RESOLVED that the South Windsor Town Council hereby accepts with regret the resignation of Elizabeth McGuire (D) from the Planning & Zoning Commission effective immediately; and

BE IT FURTHER RESOLVED that the South Windsor Town Council extends its thanks to Elizabeth McGuire for the time she has dedicated to serving her community by her membership on the Planning & Zoning Commission.

K. Resolution Accepting the Resignation of Gavin Zhu (R) from the Board of Assessment Appeals
(Councilor Snyder)

BE IT RESOLVED that the South Windsor Town Council hereby accepts with regret the resignation of Gavin Zhu (R) from the Board of Assessment Appeals effective immediately; and

BE IT FURTHER RESOLVED that the South Windsor Town Council extends its thanks to Gavin Zhu for the time he has dedicated to serving his community by his membership on the Board of Assessment Appeals.

L. Resolution Accepting the Resignation of Ashwatha Naryana (R) from the Water Pollution Control Authority
(Councilor Maneeley)

BE IT RESOLVED that the South Windsor Town Council hereby accepts with regret the resignation of Ashwatha Naryana (R) from the Water Pollution Control Authority effective immediately; and

BE IT FURTHER RESOLVED that the South Windsor Town Council extends its thanks to Ashwatha Naryana for the time he has dedicated to serving his community by his membership on the Water Pollution Control Authority.

M. Discussion Item: Anti-Blight Ordinance (requested by Councilor Koboski)

AGENDA
Regular Meeting – Town Council
Monday, June 21, 2021

13. New Business (Continued)

- N. Resolution Approving an Annual Salary for Deborah W. Reid, Clerk of the Council for Fiscal Year 2021/2022**
(Councilor Snyder)

BE IT RESOLVED that the South Windsor Town Council hereby approves an annual salary increase of 2% for Fiscal Year 2021/2022 for Deborah W. Reid, Clerk of the Council.

- O. Resolution Approving an Annual Salary for Town Manager Michael Maniscalco for Fiscal Year 2021/2022**
(Deputy Mayor Pendleton)

BE IT RESOLVED that the South Windsor Town Council hereby approves an annual salary increase of ___% for Fiscal Year 2021/2022 for Town Manager Michael Maniscalco.

14. Passage of Ordinance

- A. Resolution Adopting a Proposed Ordinance Establishing a Social Justice and Racial Equity Commission**
(Councilor Evans)

BE IT RESOLVED that the South Windsor Town Council hereby adopts the⁹ proposed Ordinance establishing a Social Justice and Racial Equity Commission, as shown in Exhibit B.

15. Public Input

16. Communications from Council

17. Executive Session

- A. To discuss a personnel matter (Town Manager Michael Maniscalco).**
- B. To discuss the possible purchase of real estate for the Town pursuant to Connecticut General Statutes §1-210 (b)(7) (Brookfield Street).**

18. Adjournment

Name	Bill	Prop. Loc./Vehicle Info	Reason	Over Paid
BUTT USMAN	2019-03-5003178	2006/3VWXJ71K56M631866	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally, damaged, stolen etc.	(42.88)
CHASE AUTO	2019-03-5011806	2016/JM3KE4BY4G0753679	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally, damaged, stolen etc.	(825.71)
FINANCIAL SER VEH TRUST	2019-03-5007900	2018/WBSJF0CS1JB283615	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally, damaged, stolen etc.	(1,931.72)
FINANCIAL SER VEH TRUST	2019-04-8001005	2020/WBS2U7C06L7E99Z65	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally, damaged, stolen etc.	(259.29)
FIORI FRANCIS & PAMELA	2019-01-003191	137 MASKELE RD.	Sec. 12-129 Refund of Excess Payments	(31.94)
ROCHE MARION T TR	2019-01-0008423	40 WILD LIFE TRL.	Sec. 12-129 Refund of Excess Payments	(3,975.51)
WHEELS LT	2019-03-5024832	2018/1GKKNXLSXZ187846	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally, damaged, stolen etc.	(396.49)
Total of 7 Refunds				(7,463.54)

Carlene Andriulat

Drafted by:

Carlene Andriulat
Revenue Clerk

6/9/21

Date:

Approved by:

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

Date:

June 2021

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 material for
Items 11.a. A and
11.a. B

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
Wolpak Full	Bala Ramasamy	108 Lisa Drive balaramasamy@hotmail.com	860-966-1963	Apptmt	Steven King Jr.	D	
Alternate Dist. Historic Comm.	Deborah Cohen	1281 Main St. thefrontdoorproject.deborah@gmail.com		Apptmt	Beth Burgess	D	11-30-21

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.

Submitted by: Sandra C. Jeski Party Affiliation: D Date: 6/14/2021

Backup Information
for Hem 13.J.

Reid, Deborah

From: erm999@aol.com
Sent: Monday, June 14, 2021 10:18 PM
To: Armstrong, Bonnie; scjip@cox.net; andrew.paterna@southwindsor-ct.org;
bartswpz@gmail.com; Reid, Deborah; Lipe, Michele
Subject: [External]Elizabeth McGuire Resignation

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

Monday June 14, 2021

Good evening...

I am emailing you to inform you that I am resigning from my position as an appointed alternate on the Planning and Zoning Commission, effective immediately.

Best regards,
Elizabeth McGuire

Backup Information
for Item 13.K.

Hi Tony,

I made a decision to resign from the South Windsor DTC and Board of Assessment. This takes effect immediately.

Best Regards,
Gavin Zhu

Backup Information
for Item 13.L

From:

Ashwatha Narayana
12. Jonathan La
South Windsor, ct. 06074
Tel: 203 494 4389

To:

Chairperson,
Republican Town Committee,
South windsor, Ct
Dated: June 9th, 2021

Please consider this as confirmation of my previously submitted resignation to the membership on the South Windsor RTC. At the same time, I also have notified the South Windsor WPCA accordingly with a copy of my resignation letter to you.

This being an email, I don't know how to sign it before being sent to you. Therefore, please consider this as official and authentic.

Many thanks.

Ashwatha Narayana