

AGENDA

TOWN COUNCIL
COUNCIL CHAMBERS
SOUTH WINDSOR TOWN HALL

REGULAR MEETING
Tuesday, February 20, 2024
TIME: 7:00 P.M.

1. Call Meeting to Order

2. Pledge of Allegiance

3. Roll Call

4. Mayor's Remarks

Councilor Lewis

5. Adoption of Agenda

6. Communications and Reports from the Town Manager

7. Public Input for Items on the Agenda

Public Input shall not exceed thirty (30) minutes. When recognized by the Mayor, the speaker(s) shall approach the lectern, give their name and address. Speakers shall avoid personal attacks or impugning or alleging an improper motive to any person. The speaker(s) may address the Council on any item on the agenda. The speaker(s) shall limit their speaking time to five (5) minutes.

Councilor Carey

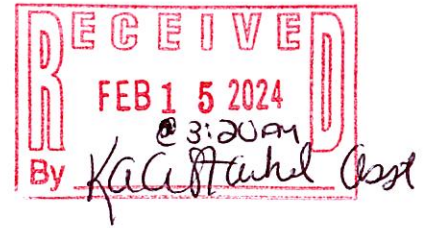
8. Adoption of Minutes of Previous Meeting

Approval of the February 20, 2024 Town Council Meeting Minutes

BE IT RESOLVED, that the South Windsor Town Council hereby approves the minutes of the Regular Town Council meeting of February 20, 2024.

9. Communication from Liaisons, Officers, and Boards Directly Responsible to the Council

10. Reports from Committees



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

Item #7: Public Input on Agenda Items Only

In-Person Meetings:

Public Input shall not exceed thirty (30) minutes unless extended by the Mayor with the consent of the majority of the Council present. When recognized by the Mayor, the speaker(s) shall approach the lectern, and give their name and address. Speakers shall avoid personal attacks or impugning or alleging an improper motive to any person. The speaker(s) may address the Council on any item on the agenda. 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. Emails will only be read into the record if brought forth by a Council member or if the person submitting the email has requested that the email is read into the record. A Council member who brings an email forward will read the email into the record. No email shall be read if the substance of such email, at the discretion of the Mayor or any Council member violates these rules, or if, upon the advice of the Town Attorney, would otherwise be improper. A Council member or the Mayor shall advise the rest of the Council in writing through the Clerk of the Council their objection to the email being read prior to the call of the meeting.

Virtual Meetings:

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Item #15: Second Public Input - on any matter over which the Council has Jurisdiction

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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

None.

Councilor Balboni motion to approve **11 A 1 – 11 A 2** as a second reading on the consent agenda.

Councilor Pendleton motion to approve **11 A 3 – 11 A 6** as a second reading on the consent agenda.

B. Second Reading

1. Resolution appointing John Murphy III (R) as an alternate on the Inland Wetlands Agency/ Conservation Commission

BE IT RESOLVED, that the South Windsor Town Council hereby appoints John Murphy III (R) as an alternate on the Inland Wetlands Agency/ Conservation Commission, for a term ending December 1, 2027.

2. Resolution appointing Lauren Chung (R) as a member of the Personnel Board of Appeals

BE IT RESOLVED, that the South Windsor Town Council hereby appoints Lauren Chung (R) as a member of the Personnel Board of Appeals, to replace the expired term of Elizabeth Kuehnel (D), for a term ending November 30, 2026.

3. Resolution appointing Paul Bernstein (D) as a member of the Planning & Zoning Commission

BE IT RESOLVED, that the South Windsor Town Council hereby appoints Paul Bernstein (D) as a member of the Planning & Zoning Commission, to fill the unexpired term of Bart Pacekonis (D) for a term end date of November 8, 2027.

4. Resolution appointing Atif Quarishi (D) as an alternate on the Planning & Zoning Commission

BE IT RESOLVED, that the South Windsor Town Council hereby appoints Atif Quarishi (D) as an alternate on the Planning & Zoning Commission, to replace the unexpired term of Paul Bernstein (D), for a term ending December 1, 2025.

5. Resolution reappointing Dwight Johnson (D) as a member of the Housing Authority

BE IT RESOLVED, that the South Windsor Town Council hereby reappoints Dwight Johnson (D) as a member of the Housing Authority, for a term ending November 30, 2028.

6. Resolution appointing Megan Macomber (D) as a member of the Human Relations Commission

BE IT RESOLVED, that the South Windsor Town Council hereby appoints Megan Macomber (D) as a member of the Human Relations Commission, to replace the unexpired term of Anitha Elango (D), for a term ending November 30, 2024.

C. Miscellaneous

None.

12. Unfinished Business

None.

13. New Business

Deputy Mayor Siracusa

A. Discussion Item: South Windsor Business Registry (Michele Lipe, Marc Melanson, Walter Summers)

Councilor Buganski

B. Resolution approving a transfer of \$40,000 from the Contingency Account to the Feasibility Study for Recreation Building expenditures

BE IT RESOLVED, that the South Windsor Town Council hereby approves a transfer of \$40,000 from the Contingency Account to go into the Feasibility Study for the Recreation Building. This transfer will cover costs to study the programming needs, and facility needs of the Recreation Department Building (ie Old Orchard Hill School).

Councilor Balboni

C. Resolution reappointing CliftonLarsonAllen as the Town Auditor for the fiscal year ending June 30, 2024 at a fee of \$68,250

BE IT RESOLVED, that the South Windsor Town Council hereby reappoints the firm of CliftonLarsonAllen LLP of West Hartford, Connecticut, to audit the books and accounts of the Town of South Windsor, as provided in the General Statutes of the State of Connecticut; and

BE IT FURTHER RESOLVED, that the fee for said auditing services by CliftonLarsonAllen LLP will be \$68,250 for Fiscal Year ending June 30, 2024, for a term expiring December 31, 2024.

Councilor King

D. Resolution accepting the resignation of Erica Evans (D) from the South Windsor Town Council

BE IT RESOLVED, that the South Windsor Town Council hereby accepts, with regret, the resignation of Erica Evans (D) from the South Windsor Town Council effective February 6, 2024, as more fully described in **exhibit A**.

BE IT FURTHER RESOLVED, that the South Windsor Town Council extends its thanks to Erica Evans (D) for the time she has dedicated to serving her community by her membership on the South Windsor Town Council.

Councilor Carey

E. Resolution accepting the resignation of Amanda Poma, Clerk of the Council

BE IT RESOLVED, that the South Windsor Town Council hereby accepts, with regret, the resignation of Amanda Poma, Clerk of the Council effective February 16, 2024, as more fully described in **exhibit B**.

BE IT FURTHER RESOLVED, that the South Windsor Town Council extends its thanks to Amanda Poma for the time she has dedicated as Clerk of the Council.

Councilor Lewis

F. Resolution approving of twenty-four (24) refunds totaling \$27,100.94

BE IT RESOLVED, that the South Windsor Town Council hereby approves twenty-four (24) refunds, the total of said refunds being \$27,100.94 and as more fully described in **exhibit C**.

14. **Passage of Ordinance**

None.

15. **Public Input for Any Matter**

Public Input for any other matter shall not exceed thirty (30) minutes. When recognized by the Mayor, the speaker(s) shall approach the lectern, give their name and address. Speakers shall avoid personal attacks or impugning or alleging an improper motive to any person. The speaker(s) may address the Council on any item. The speaker(s) shall limit their speaking time to five (5) minutes.

16. **Communications from the Council**

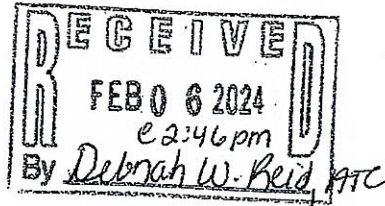
17. **Executive Session**

(Please invite Town Manager, Michael Maniscalco and Assistant Town Manager, Mr. Roberts and any other appropriate personnel deemed necessary).

- a) **Potential purchase of property located at 36 Graham Road**
- b) **Potential sale of property located at 785 Sullivan Avenue**

18. **Adjournment**

Exhibit A



Erica Evans
148 Quarry Brook Drive
South Windsor, CT 06074

February 6, 2024

Dear South Windsor Town Clerk,

I am writing to inform you about my decision to resign from my position on the South Windsor Town Council effective February 6, 2024 at 3:00 PM.

I am thankful to the South Windsor community for allowing me the opportunity to serve on the Town Council since 2019 and prior to that, the Board of Education since 2017. I am proud of the progressive change and positive impact that I have been a part of alongside others who serve, the town staff, and community members.

Although I will be fortunate to be able to focus on my own family for the time being, I look forward to the opportunities to serve my community in the future.

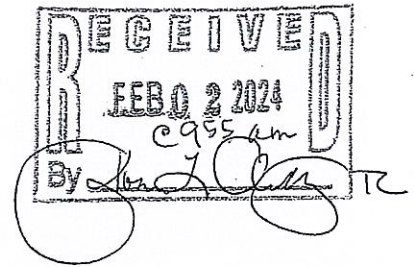
Respectfully,

A handwritten signature in black ink, consisting of stylized, cursive letters that appear to be "EE".

EricaEvans

Cc: Tony Duarte
Linda Jeski
Andrew Paterna
Sandy Jeski

Amanda Poma
Clerk of the Council
February 2, 2024



South Windsor Town Council
Town of South Windsor
South Windsor, CT, 06074

Exhibit B

Dear Town Council,

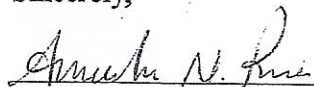
I am writing to formally submit my resignation as Clerk of the Council from the Town of South Windsor, effective two weeks from today, as I have accepted a new opportunity that aligns with my career goals and personal development.

I have enjoyed my time with the Town of South Windsor and appreciate the opportunities for professional growth and learning that the Town has provided me.

I will make every effort to ensure a smooth transition during my remaining time here. I am willing to assist in training a replacement and help in any other way. Please let me know how I can best contribute to this process.

Thank you again for the support and understanding. I look forward to maintaining professional connections with the Town and wish continued success in the future.

Sincerely,



Amanda N. Poma

EXHIBIT C

MEMO

DATE: February 8, 2024

FROM: Linda Russell, Deputy Collector of Revenue

TO: Amanda Poma –Clerk of the Council

SUBJECT: Refund Batch #38 for Town Council – February 20, 2024
Agenda
Michael Maniscalco, Town Manager

CC: Patricia Perry, Director of Finance
Jennifer R. Hilinski-Shirley, Collector of Revenue

OF PAGES: 2

Please note that messages to and from the Town of South Windsor may be subject to public release in accordance with applicable laws.

I respectfully request the Town Council’s consideration and approval of 24 refunds totaling \$27,100.94 as noted on the attached report. All refund requests received by February 7, 2024 are included.

Name	Bill	Prop Loc/Vehicle Info.	Reason	Over Paid
ARETE PROPERTIES	2022-01-0000427	1169 ELLINGTON ROAD	Sec. 12-129 Refund of Excess Payments.	(192.44)
BAJWA RAGHUBINDER K	2021-03-0051376	2014/4ALMV3/1C4HJWEG7EL320656	Sec. 12-129 Refund of Excess Payments.	(635.24)
CHASE AUTO	2022-04-0801557	2023/BB07060/JF1VBAF68P9809601	Sec. 12-128 Refund of Taxes Erroneously Collected from Veterans and Relatives.	(188.01)
CHELSEA GROTON	2022-01-0004753	807 TWIN CIRCLE DRIVE	Sec. 12-129 Refund of Excess Payments.	(1,834.30)
CORELOGIC CENTRALIZED	2022-01-0000166	22 STILES COURT	Sec. 12-129 Refund of Excess Payments.	(3,307.37)
CORELOGIC CENTRALIZED	2022-01-0000404	2105 MILL POND DRIVE	Sec. 12-129 Refund of Excess Payments.	(3,037.28)
CORELOGIC CENTRALIZED	2022-01-0000435	405 MILL POND DRIVE	Sec. 12-129 Refund of Excess Payments.	(2,939.52)
CORELOGIC CENTRALIZED	2022-01-0001639	85 HIGH RIDGE ROAD	Sec. 12-129 Refund of Excess Payments.	(4,180.61)
CORELOGIC CENTRALIZED	2022-01-0003319	882 PLEASANT VALLEY ROAD	Sec. 12-129 Refund of Excess Payments.	(3,022.37)
CORELOGIC CENTRALIZED	2022-01-0003474	405 SPRING MEADOW ROAD	Sec. 12-129 Refund of Excess Payments.	(1,544.33)
COUTURE REAL G &	2022-01-0002146	37 RONDA DRIVE	Sec. 12-129 Refund of Excess Payments.	(194.28)
CSC SERVICES LLC	2022-02-0040347	55 GLENDALE ROAD	Sec. 12-129 Refund of Excess Payments.	(100.00)
GREENMAN KENTON R	2022-03-0059218	2007/265XXP/1FAHP34NX7W358290	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(43.99)
HONDA LEASE TRUST	2022-03-0060411	2019/AX07210/2HKRW2H53KH662226	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(606.32)
HONDA LEASE TRUST	2022-03-0060442	2021/BB07103/5FNRL6H8XMB008304	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(268.38)
HYUNDAI LEASE TITLING TRUST	2022-03-0060853	2019/JY5/5XYPKDA50KG519427	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(788.45)
KALIA DIPALI R	2021-03-0061573	2016/698WWL/5FRYD4H47GB021010	Sec. 12-129 Refund of Excess Payments.	(612.52)
MALIN JOHN E 2ND	2020-03-0064148	2006/AL11338/1J4FA39S56P735466	Sec. 12-129 Refund of Excess Payments.	(20.11)
PATEL JITESH	2022-01-0007506	405 TWIN CIRCLE DRIVE	Sec. 12-129 Refund of Excess Payments.	(80.70)
SAEED REHAN	2021-03-0069814	2013/AS46559/WVWRF7AJ6DW07057	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(334.47)
SAMUDRALA VENKATA R	2022-03-0070245	2021/BF02121/5FNRL6H80MB042333	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(86.51)
STEELTECH BUILDING PRODUCTS INC	2022-03-0071929	2004/C198360/1FTSF31PX4ED07785	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(37.29)
USB LEASING LT	2022-03-0073525	2020/381UTJ/3TMCZ5ANOLM315568	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(589.12)
WINDSOR FEDERAL	2022-01-0006583	103 WENTWORTH PARK	Sec. 12-129 Refund of Excess Payments.	(2,457.33)
Total of 24 Refunds				(27,100.94)

Drafted by:

Linda Russell

Linda Russell, CCMC - Deputy Collector of Revenue

2/8/2024
Date:

Approved by:

J. Hilinski-Shirley

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

8 Feb 2024
Date: