TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Tuesday, September 6, 2022
7:00 p.m.

TOWN COUNCIL REGULAR MEETING
COUNCIL CHAMBERS – SOUTH WINDSOR TOWN HALL

1. **Call Meeting to Order**

   Mayor Pendleton called the Regular Meeting to order at 7:00 p.m.

2. **Pledge of Allegiance**

3. **Roll Call**

   Members Present: Mayor Elizabeth Pendleton
   Deputy Mayor Steven King Jr.
   Councilor Jamie Gamble
   Councilor Cesar Lopez
   Councilor Marek Kozikowski
   Councilor Andrew Paterna
   Councilor Erica Evans
   Councilor Philip Koboski

   Others Present: Michael Maniscalco, Town Manager
   Vanessa Perry, Assistant Town Manager/Director of H.R.
   Scott Roberts, Assistant Town Manager/CIO/Emergency Mgmt.

4. **Mayor’s Remarks**

   Mayor Elizabeth Pendleton welcomed everyone back and highlighted some of South Windsor’s community events during the month of August including the Farmers Market and Summer Concert Series.

   Mayor Pendleton updated community members of the Clerk of the Council Interviews and congratulated the Robotics Team for their second place win, and the Little League for winning the Northeast Region Championship, which will be further recognized at next month’s Council meeting.

   Mayor Pendleton read a letter from South Windsor’s Operation Graduation, thanking the Council for the donation.
In an effort to bring awareness to the health or social issues recognized during the month of September, each Council Member reported on a topic and showed their support by dressing in the color representing the particular issue.
In recognition of National Senior Center Month, Andrea Cofrancesco, Director of Human Services discussed the various services provided by the Senior Center such as fitness programs, Meals on Wheels, wellness services, and the Theater Program which are all available to residents ages 55 and up.

5. Adoption of Agenda

Councilor Cesar Lopez made a motion to adopt the September 6, 2022 agenda. Deputy Mayor Steven King made a motion to move agenda item #17 (Executive Session) to after item #7 (Public Input), additionally to move items #13J (Resolution Accepting the Resignation of Kathryn Hale from the Mass Transit and Highway Advisory Commission) and #13K (Resolution Accepting the Resignation of David Basile as an Alternate for the Zoning Board of Appeals) to after item #7 (Public Input). Councilor Andrew Paterna seconded the motion which passed by unanimous voice vote. MOTION CARRIES.

6. Communications and Reports from the Town Manager

Mr. Maniscalco reported on the completion of the Main Street Bridge which was jointly funded by the Town and the State of Connecticut. The Town held a ribbon cutting ceremony in August to celebrate the opening of the bridge. Mr. Maniscalco discussed the progress of the Buckland Road Project which was funded through referendum bond funds. The milling and paving portion of the project has just been completed, and it is expected that the finishing work will be done in the following weeks.

Mr. Maniscalco spoke about his opportunity to conduct department tours throughout the month of August and shared how he was able to spend the day working alongside employees in Street Services, the Town Garage, Water Pollution Control, and Parks and Recreation.

Mr. Maniscalco provided an update on the Parks and Rec Facilities Committee and how it has been continuing to work through the reports from Colliers in an effort to narrow down the best location for the Parks and Rec Department. Mr. Maniscalco reported that the Strategic Planning Committee has had a presentation from Dr. Alkadry from UConn, whom is putting together a proposal for surveying the community and providing administrative support.

Mr. Maniscalco discussed how Ford has canceled all the Town’s orders for Police Cruisers, so the Police Department has found a solution by purchasing similarly priced Chevy Tahoes.

Lastly, Mr. Maniscalco invited Council Members to the Town’s Employee Picnic on Thursday, September 8th to recognize employees for their hard work.
7. **Public Input for Items on the Agenda**
   None

17. **Executive Session**

Deputy Mayor Steven King made a motion to go into executive session at 7:33 p.m. to discuss items #17A (Personnel Issue (Agreement between the Town of South Windsor and UPSEU Local 424, Unit #65 Municipal Employees through June 30, 2025)) and item #17B (Possible Sale of Property owned by the Town of South Windsor at 785 Sullivan Avenue) and invited the Town Manager, Michael Maniscalco, Assistant Town Manager, Vanessa Perry, and Assistant Town Manager, Scott Roberts into executive session. Councilor Andrew Paterna seconded the motion which passed by unanimous voice vote. **MOTION CARRIES.** The Council returned from Executive Session at 8:16 p.m.

13. **New Business**

   **J. Resolution Accepting the Resignation of Kathryn Hale (D) from the Mass Transit and Highway Advisory Commission**

Councillor Erica Evans made a motion for the adoption of the following resolution:

**BE IT RESOLVED** that the South Windsor Town Council hereby accepts, with regret, the resignation of Kathryn Hale (D) from the Mass Transit and Highway Advisory Commission effective July 21, 2022; and

**BE IT FURTHER RESOLVED** that the South Windsor Town Council extends its thanks to Kathryn Hale for the time she has dedicated to serving her community by her membership on the Mass Transit and Highway Advisory Commission.

Councillor Andrew Paterna seconded the motion which passed by unanimous voice vote. **MOTION CARRIES.**

   **K. Resolution Accepting the Resignation of David Basile (D) as an Alternate for the Zoning Board of Appeals**

Councilor Marek Kozikowski made a motion for the adoption of the following resolution:
BE IT RESOLVED that the South Windsor Town Council hereby accepts with regret the resignation of David Basile (D) from the Zoning Board of Appeals effective August 23, 2022; and

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

Deputy Mayor Steven King seconded the motion which passed by unanimous voice vote. MOTION CARRIES.

8. Adoption of Minutes of Previous Meetings

Councilor Cesar Lopez made a motion for the adoption of the following resolution:

BE IT RESOLVED, that the South Windsor Town Council hereby approves the Minutes of the Regular Town Council Meeting of July 18, 2022.

The motion was seconded by Councilor Marek Kozikowski which was passed by a roll call vote of 7 ayes (Mayor Pendleton, Deputy Mayor King, Councilors Evans, Koboski, Lopez, Paterna and Gamble), 0 nays, and 1 abstention (Councilor Kozikowski). MOTION CARRIES.

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

Councilor Marek Kozikowski reported on the zoning text amendments and site plans approved by the Planning and Zoning Commission during their last two meetings.

Councilor Erica Evans reported on the Social Justice and Racial Equity Commission, which is looking for additional members, specifically two individuals associated with the Republican Party as well as one unaffiliated individual.

Mayor Pendleton announced that the Personnel Committee held interviews for the Clerk of the Council position and selected a candidate. The position was verbally accepted and an announcement will be made at the next Town Council Meeting.
10. **Reports from Committees**

Councilor Erica Evans discussed how the Mobile Filming Solutions Subcommittee will be meeting this month to discuss the mobile filming options for boards and commissions.

11. **Consent Agenda**

   A. **First Reading**

   Councilor Erica Evans made a motion to approve item 11.A.1 through 11.A.2 as a First Reading on the Consent Agenda.

   1. **Resolution Appointing David Basile (D) as a member of the Mass Transit and Highway Advisory 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 David Basile (D) as a member of the Mass Transit and Highway Advisory Commission for a term ending November 30, 2025, and postpones consideration of this motion until the Town Council’s next regularly scheduled meeting.

   2. **Resolution Appointing Elizabeth McGuire (D) as an Alternate member of the Zoning Board of Appeals 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 Elizabeth McGuire (D) as an Alternate member of the Zoning Board of Appeals for a term ending November 30, 2025, and postpones consideration of this motion until the Town Council’s next regularly scheduled meeting.

   Councilor Philip Koboski seconded the motion which passed by unanimous voice vote. **MOTION CARRIES.**

   B. **Second Reading**

   Deputy Mayor Steven King Jr. made a motion to approve item 11.B.1 as a Second Reading on the Consent Agenda.

   1. **Resolution Appointing Srinivasa Chalikonda (D) as a member of the Park and Recreation Commission for a term ending December 31, 2023.**
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TUESDAY, SEPTEMBER 6, 2022
7:00 p.m.

BE IT RESOLVED, that the South Windsor Town Council hereby appoints Srinivasa Chalikonda (D) as a member of the Park and Recreation Commission for a term ending December 31, 2023.

Councilor Andrew Paterna seconded the motion which passed by unanimous voice vote. MOTION CARRIES.

C. Miscellaneous
   None

12. Unfinished Business
   None

13. New Business

A. Discussion Item: Health Department Ordinance Update

Heather Oatis, Director of Health reviewed Health Department regulations and answered Council member’s questions regarding the regulations and current operating procedures.

B. Discussion Item: Acceptance of Deeds for Streets in the following Subdivisions: Estates at South Windsor, Farm Hill Road and Longmeadow Drive; Vintage Hills I, Vintage Lane (partial); Vintage Hills II, Release of property from temporary cul de sac

Michele Lipe, Director of Planning presented and answered Council member’s questions regarding the two subdivisions that are complete and ready to have their roads accepted by the Town.

C. Resolution Accepting Deeds for Streets in the following Subdivisions: Estates at South Windsor, Farm Hill Road and Longmeadow Drive; Vintage Hills I, Vintage Lane (partial); Vintage Hills II, Release of property from temporary cul de sac

Councilor Marek Kozikowski made a motion for the adoption of the following resolution:

BE IT RESOLVED that the South Windsor Town Council hereby accepts the deed for streets within the following Subdivisions:
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South Windsor Estates
Farm Hill Road 653 L.F.
Longmeadow Drive 2,571 L.F.

Vintage Hills II
Vintage Lane (partial) 235 LF.

BE IT FURTHER RESOLVED that the South Windsor Town Council hereby deeds the area of the cul de sac wings back to abutter within the following Subdivisions:

Vintage Hills II
Lot #11 .05 Ac.
Lot #10 .045 Ac.
Lot #9 .005 Ac.

Councillor Jamie Gamble seconded the motion which passed by unanimous voice vote. MOTION CARRIES.

D. Resolution Authorizing Town Manager, Michael Maniscalco to sell, donate or otherwise dispose of four (4) Surplus Vehicles as described on the attached Exhibit A

Councillor Jamie Gamble made a motion for the adoption of the following resolution:

BE IT RESOLVED that the South Windsor Town Council hereby declares the vehicles/equipment to be "Surplus Equipment", as shown in Exhibit A, and authorizes Town Manager, Michael Maniscalco to sell, donate, or otherwise dispose of these vehicles/equipment.

Deputy Mayor Steven King seconded the motion which passed by unanimous voice vote. MOTION CARRIES.

E. Discussion Item: Waiver for Competitive Bidding for the purchase of Body Armor for the South Windsor Police Department

Chief of Police, Kristian Lindstrom reviewed the Police Department’s plan to purchase three sets of heavy level body armor with grant monies to replace those that are set to expire.
F. Resolution Waiving the Competitive Bidding for the purchase of Body Armor for the South Windsor Police Department

Councilor Philip Koboski made a motion for the adoption of the following resolution:

WHEREAS, the Town of South Windsor Police Department is an active partner agency within the Capitol Region Emergency Services Team (CREST). South Windsor’s personnel currently assigned to CREST are currently in the process of replacing their body armor that is due to expire. This armor is essential in their ability to safeguard our community and other CREST member communities, and

WHEREAS, in order for this initiative to be effective, it is imperative that new armor is compatible with existing accessories and armor worn by other teammates. CREST command staff have identified TYR Tactical as their vendor for the purchase of tactical body armor. The aggregate cost of these pieces of protective equipment will exceed the limit set forth locally that requires a competitive bidding process. In addition, Chief Lindstrom recently applied for, and received, a grant that would allow for the purchase of this armor without spending the money from within the general operating budget; and

WHEREAS, it is believed that it would be in the Town’s best interest to waive competitive bidding for the purchase and acquisition costs of the aforementioned specialized gear.

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby waives the competitive bidding process for this project.

Councilor Andrew Paterna seconded the motion which passed by unanimous voice vote. MOTION CARRIES.

G. Discussion Item: Approving an offer of Tax Assessment Agreement with 150 Sullivan Ave, LLC.

Mr. Maniscalco reviewed and answered questions pertaining to the draft resolution approving a tax abatement for 150 Sullivan Ave, LLC.
H. Resolution Approving an Agreement between the Town of South Windsor and UPSEU Local 424, Unit 65 Municipal Employees through June 30, 2025

Councilor Andrew Paterna made a motion for the adoption of the following resolution:

**BE IT RESOLVED** that the Town of South Windsor hereby approves the proposed “Agreement between the Town of South Windsor and UPSEU Local 424, Unit 65 – Municipal Employees for the period of July 1, 2022, through June 30, 2025.

Councilor Erica Evans seconded the motion which passed by unanimous voice vote. **MOTION CARRIES.**

I. Resolution Approving a Refund of Taxes to sixty-two South Windsor Taxpayers, the total of said refunds being $27,912.81

Councilor Erica Evans made a motion for the adoption of the following resolution:

**BE IT RESOLVED** that the South Windsor Town Council hereby approves a refund of property taxes to sixty-two (62) South Windsor Taxpayers, the total of said refunds being $27,912.81 and as more fully described on attached Exhibit B.

Councilor Philip Koboski seconded the motion which passed by unanimous voice vote. **MOTION CARRIES.**

14. **Passage of Ordinance**

None

15. **Public Input for Any Matter**

None

16. **Communications from the Council**

None
18. **Adjournment**

At 9:07 p.m., Deputy Mayor King made a motion to adjourn the Regular Meeting. Councilor Marek Kozikowski seconded the motion, and it was approved unanimously.

Respectfully submitted,

[Signature]

Lisa Giroux  
Assessment Clerk
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<th>MAKE</th>
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DATE: August 19, 2022
FROM: Carlene Andruiat
TO: Katherine Senerth – Interim Clerk of the Council
SUBJECT: Refund Batch #2 for Town Council – September 6, 2022 Agenda
CC: Michael Maniscalco, Town Manager
      Patricia Perry, Director of Finance

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 62 refunds totaling $27,912.81, as noted on the attached report. All refund requests received by August 16, 2022 are included.
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FY 22-23 Batch 2

September 6, 2022 Town Council Meeting

Collector of Revenue

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MCORLANE HENRY JR 2021-03-0963418 2005/785952/4YMULU90325/YD9123
NISSAN INFINITI LT LLC 2021-03-0963532 2013/025786/1/B4D60C8W8K753058
PISANO ALESSANDRA M 2021-03-0967592 2021/093647/4Y1GLA587MW632735
POLITO MARC R 2021-03-0680191 2010/041715/1NM4L2AF2AN50488
PRESTON NICOLE B 2021-03-0682173 2008/0959YMF/H7RLR48368C05571
RAJENDRAN PRAB 2022-03-0685644 2015/AXS1376/L1H5GC2F57FA090667
RICHARDS ANDREA 2021-03-0689605 2007/9621Y/GJN1AB6147L684479
ROSE DEANNA M 2021-03-0689961 2012/8868355/KMHC756A95U033951
SHAH TARA M 2022-03-0070534 2012/10LW8G/5FMN5H438CB048568
SILVA HUMBERTO J 2019-03-0521595 2004/CL47867/16G4D26778C4H1567
SIMAO FRANK A 2020-03-0708884 2019/MAD1856/K35U025261
SLOCUM JOSHUA S 2021-03-0710141 2009/AN16789/1FAHP37W7W155002
SMITH KEVIN J 2020-03-0711141 2013/2AZ09L5/1E16DC588D774900
SRINIVASAN PARTHASARATHY & 2021-01-0009460 184 FAIRVIEW DRIVE
STENIS ANN P 2010-03-0071524 2009/531NUB/SN9PTA4GC73H61590
THAKAR BHAVNI A 2020-04-0038390 2018/A7Y3146/7FA9M2H650D0690
TOYOTA LEASE TRUST 2021-03-0726659 2019/CS06128/2TP1P7B6V60W03276
TOYOTA LEASE TRUST 2021-03-0727263 2019/AY27605/21BHR4MKC17887
TOYOTA LEASE TRUST 2018/AY27756/4T1B11HL301151910
TROIANO MARISZA D 2020-03-0732998 2012/MT1H4CU2F1AC0C026
VANAPAETH RAMA RAO 2021-03-0707224 2013/9A6650M/190F29F0XDE10952
VENOUTSOS LOUIS M 2021-07-0040651 2006/8183E2M/2HGF3563M528330
VW CREDIT LEASING LTD 2020-03-0730938 2016/YAKNSG/1G7FT07V06660493
VW CREDIT LEASING LTD 2022-03-0070655 2016/7557Y3/VY04A314X0D025090
VW CREDIT LEASING LTD 2020-03-0736773 2010/AX86883/AW123720W1075687

Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc: 11.23
Sec. 12-129 Refund of Excess Payments: (7.63
Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc: (684.01
Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc: (57.26
Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc: (22.88
Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc: (62.09
Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc: (71.98
Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc: (15.10
Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc: (24.09
Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc: (43.11
Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc: (13.22
Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc: (45.89
Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc: (18.47
Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc: (108.46
Sec. 12-129 Refund of Excess Payments: (4,848.19
Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc: (98.93
Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc: (122.41
Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc: (622.16
Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc: (910.54
Sec. 12-129 Refund of Excess Payments: (692.49
Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc: (209.16
Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc: (101.58
Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc: (120.59
Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc: (372.54
Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc: (259.51
Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc: (276.70

Total of 62 Refunds: (27,912.81

Drafted by: Carleen Andrulait
Date: 8/19/22

Carleen Andrulait
Revenue Clerk

Approved by: Jennifer R. Hillinski-Shirley
Collector of Revenue, COMC, COMO