



June 23, 2021

Mr. Michael Maniscalco, Town Manager  
Town of South Windsor  
1540 Sullivan Avenue  
South Windsor, CT 06074

Dear Mr. Maniscalco:

At its Regular Meeting of June 21, 2021, the South Windsor Town Council approved the following Resolution:

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

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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

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 diverse gender identities, and there must be representation from active political parties. All efforts shall be made to seek both cultural and ethnic diversity in representation. The Town Manager, Mayor, and Minority Leader (or their designee) will be considered ex officio members with full rights to participate at meetings but will have no right to vote in the process; and

BE IT FUTHER RESOLVED that two Councilors, one being the Mayor and one being the Minority Leader, will accept nominations from Town Council members and residents (residents may also nominate themselves); and

BE IT FURTHER RESOLVED that the Mayor and Minority Leader shall review nominations for this Committee, bring the full list of nominations to the Council for review, and bring their recommendation for the Committee make-up to the Town Council for approval.

Respectfully submitted,

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Deborah W. Reid  
Clerk of the Council

cc: Scott Roberts, Assistant Town Manager/CIO/Emergency Management  
Vanessa Perry, Assistant Town Manager/Director of Human Resources