

# AGENDA

TOWN COUNCIL  
COUNCIL CHAMBERS  
SOUTH WINDSOR TOWN HALL

2020 2 20 2022  
@ 5:50 PM  
K. Stankel  
REGULAR MEETING  
Monday, June 6, 2022  
TIME: 7:00 P.M.

After Roll Call is complete, the Town Council will recognize students from Pleasant Valley School, Orchard Hill School, Eli Terry School, Philip R. Smith School, Timothy Edwards Middle School and South Windsor High School in observation of the Patriotic Commission Essay/Poster Winners.

The Town Council will also be recognizing Ria Saxena for her award-winning poem entitled "In the Shadow of the Penumbra" which was presented to the Connecticut Supreme Court for Law Day and won first place.

1. Call Meeting to Order

2. Pledge of Allegiance

3. Roll Call

4. Mayor's Remarks

5. Adoption of Agenda  
(Councilor Philip Koboski)

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, 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.

8. Adoption of Minutes of Previous Meetings  
(Councilor Andrew Paterna)

**BE IT RESOLVED**, that the South Windsor Town Council hereby approves the Minutes of the Regular Town Council Meeting of May 16, 2022.

**BE IT RESOLVED**, that the South Windsor Town Council hereby approves the Minutes of the Special Virtual Town Council Meeting of May 26, 2022.

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

10. Reports from Committees



# **AGENDA**

## **Regular Meeting – Town Council**

### **Monday, June 6, 2022**

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:**

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 sent to [TownCouncilComments@southwindsor-ct.gov](mailto:TownCouncilComments@southwindsor-ct.gov) will only be 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.

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

##### **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 matter over which the Council has jurisdiction. 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.

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## AGENDA

### Regular Meeting – Town Council Monday, June 6, 2022

#### 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.]

(Councilor Marek Kozikowski)

Motion to approve item 11.B.1 as a Second Reading on the Consent Agenda.

##### A. First Reading

1. None.

##### B. Second Reading

1. **Resolution Appointing Natalie O'Brien (U) as a member of the South Windsor Arts Commission for a term ending December 31, 2022.**

**BE IT RESOLVED**, that the South Windsor Town Council hereby appoints Natalie O'Brien (U) to the South Windsor Arts Commission for a term ending December 31, 2022.

##### C. Miscellaneous

1. None.

#### 12. Unfinished Business

#### 13. New Business

A. **Discussion Item: Fire Houses One & Two Fire Alarm Project and Re-Allocation of Remaining Funds to Replace Fire Alarms at Veterans Memorial Pool & an Additional Fire Alarm System at TRACS** *(Requested by Scott Roberts, Asst. Town Manager & Capital Improvements Project)*

B. **Resolution Setting a Time and Place for a Public Hearing to Receive Citizen Input on the transferring of Funds from the Capital Non-Recurring Account to the VMP & TRACS Fire Alarm Projects**  
(Deputy Mayor Steven King Jr.)

**BE IT RESOLVED**, that the South Windsor Town Council hereby sets Monday, June 27, 2022, at 8:00 p.m. in the Council Chambers of the South Windsor Town Hall, 1540 Sullivan Avenue, South Windsor, Connecticut, as the time and place for a Public Hearing to receive citizen input on the transfer of \$21,370 from the Capital Non-Recurring Account to the VMP & TRACS Fire Alarm Projects.

C. **Resolution Approving the Transfer of \$61,925 from the Social Security Tax Account to the following accounts to cover overages; \$32,075 to the Unemployment Account; \$14,850 to the Salary Contingency Account; and \$15,000 to the Liability Insurance Account**  
(Councilor Erica Evans)



**AGENDA**  
**Regular Meeting – Town Council**  
**Monday, June 6, 2022**

**BE IT RESOLVED**, that the South Windsor Town Council hereby approves the transfer of \$61,925 from the Social Security Tax Account to the following accounts to cover overages; \$32,075 to the Unemployment Account; \$14,850 to the Salary Contingency Account; and \$15,000 to the Liability Insurance Account.

**D. Resolution Approving the Transfer of \$950,000 from the Health Insurance Account and \$200,000 from the Police Operation Full-Time Salary Account and transfers \$400,000 to the Capital Projects Account and \$750,000 to the Pension Account**  
(Councilor Philip Koboski)

**BE IT RESOLVED**, that the South Windsor Town Council hereby approves the transfers of \$950,000 from the Health Insurance Account, and \$200,000 from the Police Operation Full-Time Salary Account to the following accounts; \$400,000 to the Capital Projects Account; and \$750,000 to the Pension Account.

**E. Resolution Approving the Transfer of \$63,000 from the Engineering Full-Time Salary Account to the Information Technology Full-Time Salary Account**  
(Councilor Cesar Lopez)

**BE IT RESOLVED**, that the South Windsor Town Council hereby approves the transfer of \$63,000 from the Engineering Full-Time Salary Account and transfers it to the Information Technology Full-Time Salary Account.

**F. Resolution Accepting the Fiscal Year 2021/2022 Suspense List**  
(Councilor Jamie Gamble)

**BE IT RESOLVED**, that the South Windsor Town Council hereby accepts the Fiscal Year 2021/2022 Suspense List as proposed and submitted to the Town Council by the Collector of Revenue, and as more fully described in attached **Exhibit A**.

**G. Discussion Item: Juneteenth to Become a State Holiday in Connecticut**  
*(Requested by Town Manager, Michael Maniscalco)*

**H. Discussion Item: Public Act No. 22-30 An Act Concerning Fair Rent Commissions**  
*(Requested by Town Manager, Michael Maniscalco)*

**I. Discussion Item: An Ordinance Regarding Public Safety in Municipal Buildings Concerning Concealed Carry on Town Owned Property** *(Requested by Elizabeth E. Pendleton, Mayor)*

**J. Resolution Approving the Job Classification and Fringe Benefit Description for Non-Bargaining Unit Members for Fiscal Year 2022/2023 through 2024/2025**  
(Councilor Andrew Paterna)



**AGENDA**  
**Regular Meeting – Town Council**  
**Monday, June 6, 2022**

**BE IT RESOLVED**, that the South Windsor Town Council hereby approves the Job Classification and Fringe Benefit Description for Non-Bargaining Unit Members for Fiscal Year 2022/2023 through 2024/2025.

**K. Resolution Approving a Refund of Taxes to Fourteen (14) South Windsor Taxpayers**  
(Councilor Erica Evans)

**BE IT RESOLVED**, that the South Windsor Town Council hereby approves a refund of property taxes to Fourteen (14) South Windsor Taxpayers, the total of said refunds being \$3,164.03 and as more fully described in attached **Exhibit A**.

**L. Resolution Setting a Time and Place for a Public Hearing to Receive Citizen Input on the proposed amendment to Sec. 2-530 the Local Preference Bid Ordinance**  
(Councilor Marek Kozikowski)

**BE IT RESOLVED**, that the South Windsor Town Council hereby sets **Monday, June 27, 2022**, at 8:15 p.m. in the Council Chambers of the South Windsor Town Hall, 1540 Sullivan Avenue, South Windsor, Connecticut, as the time and place for a Public Hearing to receive citizen input on the proposed amendment to Sec. 2-530 the Local Preference Bid Ordinance.

**M. Resolution Approving the Transfer of \$50,000 from the Contingency Account to the Strategic Planning Capital Account**  
(Councilor Philip Koboski)

**BE IT RESOLVED**, that the South Windsor Town Council hereby transfers \$50,000 from the Contingency Account and transfers it to the Strategic Planning Capital Account for the purpose of a consultant fee.

**N. Resolution Accepting the Resignation of Janice Snyder (R) from the Greater Hartford Transit District Committee**  
(Councilor Jamie Gamble)

**BE IT RESOLVED**, that the South Windsor Town Council hereby accepts with regret the resignation of Janice Snyder (R) from the Greater Hartford Transit District Committee effective April 27, 2022; and

**BE IT FURTHER RESOLVED**, that the South Windsor Town Council extends its thanks to Janice Snyder for the time she has dedicated to serving her community through her membership on the Greater Hartford Transit District Committee.

**O. Resolution Accepting the Resignation of Ritu Goel (D) from the Park & Recreation Commission**  
(Councilor Erica Evans)

**AGENDA**  
**Regular Meeting – Town Council**  
**Monday, June 6, 2022**

**BE IT RESOLVED**, that the South Windsor Town Council hereby accepts with regret the resignation of Ritu Goel (D) from the Park & Recreation Commission effective June 02, 2022; and

**BE IT FURTHER RESOLVED**, that the South Windsor Town Council extends its thanks to Ritu Goel for the time she has dedicated to serving her community through her membership on the Park & Recreation Commission.

**P. Resolution Waiving the Competitive Bidding Process for Sidewalk Replacement and Authorizes the Town Manager to Sign & Execute an Agreement**

*(Requested by Jefferey Doolittle, Town Engineer)*

*(Councilor Karen Lydecker)*

**WHEREAS**, The Engineering Department Advertised for Bids for Concrete Sidewalk Replacement in April 2022 and No Bids were received at the time they were due on April 21, 2022; and

**WHEREAS**, the Engineering Department thinks there were no bidders because of the increased demand for concrete sidewalk replacements in the area and a reduction in the number and size of the contractors who perform concrete sidewalk replacements in the area; and

**WHEREAS**, Hathaway Landscaping LLC has been performing Miscellaneous Concrete Sidewalk Replacement in South Windsor under contract from a previous bid in 2020 that has expired; and

**WHEREAS**, Hathaway Landscaping LLC has agreed to continue to perform Concrete Sidewalk Replacement for the Town of South Windsor under mutually beneficial and agreed prices for 2022; and

**NOW, THEREFORE BE IT RESOLVED**, that the Town Council finds it is in the Town's best interest to waive competitive bidding for the Replacement of Concrete Sidewalks and enter into an agreement with Hathaway Landscaping LLC for this work in 2022.

**BE IT FURTHER RESOLVED**, that the Town Council authorizes the Town Manager, Michael Maniscalco to sign an agreement and other documents necessary to complete this work.

**14. Passage of Ordinance**

**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, 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. The speaker(s) shall limit their speaking time to five (5) minutes.

**16. Communications from the Council**



**AGENDA**  
**Regular Meeting – Town Council**  
**Monday, June 6, 2022**

**17. Executive Session**

(Please invite Town Manager, Michael Maniscalco, Assistant Town Manager, Mrs. Perry, Assistant Town Manager, Mr. Roberts, Clerk of the Council, Mr. Nolan, and any other appropriate personnel deemed necessary).

**A. Discussion Item: A Personnel Matter (Town Managers Performance Evaluation)**

**B. Discussion Item: Strategy in Negotiations Regarding Retention of All Employees.**

**18. Adjournment**

From: swlegion133@aol.com,

To: ande279@aol.com,

Subject: 2022 Patriotic Commission Essay Contest Winners

Date: Thu, May 5, 2022 9:47 am

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Kindergarten To Second Grade - Poster

1st place: DHARUV GANESH, 1st grade, Pleasant Valley School  
2nd place: SUJITT KANNAIYAN, 2nd grade, Orchard Hill School  
3rd place: ALEXANDER MALTZ, 1st grade, Eli Terry School

Third To Fifth Grade - Essay

1st place: JANA BROWNBILL, 5th grade, Philip R Smith School  
2nd place: ANANYA SAVE, 4th grade, Orchard Hill School  
3rd place: WILLIAM CHAN, 3rd grade, Philip R Smith School

Sixth To Eighth Grade - Essay

1st place: MIHIKA JOSHI, 8th grade, Timothy Edwards Middle School  
2nd place: NEVINNA GRAVSETH-ROMAN, 8th grade, Timothy Edwards Middle School  
3rd place: ANIRON PAL, 6th grade, Timothy Edwards Middle School

Ninth To Twelfth Grade - Essay

1st place: OLIVIA KVADUS, 10th grade, South Windsor High School  
2nd place: RISHABH MOHAPATRA, 10th grade, South Windsor High School  
3rd place: DHANYA CHASMAWALA, 11th grade, South Windsor High School

Roger Anderson, Chair

Essay Contest

860-528-4338

swlegion133@aol.com



[REDACTED]

[REDACTED]

## **In the Shadow of the Penumbra**

by Ria Saxena, from South Windsor High School

In the light of morning glory  
After bursting of bombs  
And streaks of glare  
She awakens  
in first breath  
a living Constitution  
Wavering, with the power to change  
As time flows through her,  
so do the changing people of America  
Demanding evolution  
We ask for innate guarantees of this life  
of liberty and justice for all

Turn upward, observe the flag  
Red, as the blood our Constitution was  
written in  
Blue, as oceans sailed  
...to transport humans as objects  
And White, as the founders of our nation  
Alight with intellect  
Blinded by prejudice and fervor  
Hiding rights in shadows of penumbras  
Losing sight  
Of voting, privacy, equality  
Gray areas unto which  
Logic and reason falter  
The great inkstain of the Constitution  
A torn tapestry

But the inkstain can be removed  
The tapestry mended  
All through simple decree

Of a ruling of justices  
The Constitution may bend and  
break  
Shift and change  
As cases come  
And judges judge  
Watch her pirouette

Every definite word made abstract  
or malleable  
By simple decree of a majority of  
justices  
For the justice  
To know we are secure within  
ourselves  
And secure that our path  
From home to the ballot  
Is always uninterrupted  
For the relief  
that We are equal  
Known innately,  
affirmed in law

For if rights always exist  
In gray areas  
Dark corners of the Constitution  
Shadows of penumbras  
If the flame of injustice ever  
prevails in court  
our uncertain rights  
Will be the first to be consumed



# Town of South Windsor

## Town Manager's Report June 2022



*Michael Maniscalco*  
Town Manager

**Statewide Emergency Management Drill** Town Staff participated in the Statewide Emergency Management table top drill on May 24, 2022. This drill is conducted annually by the State and consistent with previous years was based on a major weather event. Since the Town recently held our own table top drill for many of the department heads we set this drill up with mostly supervisors. This way we have a deeper bench of employees to pull from in event of an emergency. Over the coming weeks staff will review the responses from supervisors and we will conduct an after action meeting.

**Strategic Planning Committee Update** The Strategic Planning Committee met and discussed hiring a consultant and also the types of consultants they are looking for. To date, I have reached out to a number of local options with minimal responses. I have a couple of options that I am currently working on and am hopeful to have someone for the committee to speak with. In particular, the committee is looking for someone in Connecticut who will have a better understanding of the challenges that Connecticut communities face and to provide the community with an objective 3<sup>rd</sup> party to help with the formulation of the plan. There is an item on the agenda tonight to move some funds from contingency to the Capital fund so that those funds can carry forward from the fiscal year in order to allow us to take the time we need to get the best consultant possible.

**Parks and Rec Facility Committee Update** Colliers has been retained to conduct evaluations on 4 different sites in order to determine opportunities and challenges associated with each location. Once their study is complete the committee will make a recommendation and a final recommendation will be made to the Council.

**Farmers Market Opening** The farmers market is starting off the summer season on June 4<sup>th</sup>. The market will be open most Saturdays throughout the summer from 9am to noon. This year we have a wide variety of vendors, craftsmen and farmers signed up as well as entertainment for kids.

**STEAP Grant Announcement** On June 1, 2022 I attended a conference call with OPM launching the STEAP Grant applications. This year the State has approved \$30,000,000 to be made in \$500,000 grants to communities that are eligible. Staff are currently working to determine eligibility and an appropriate project to apply with. We will need to come to the Town

Council before the application is made in order to get an approved resolution authorizing me to sign all of the grant documents. Applications are due by August 15, 2022 and if any of the Council or public have any special projects they would like us to consider for the application please let me know.

*Michael Maniscalco, MPA*  
Town Manager





## Police Department

Kristian R. Lindstrom  
Chief of Police

### **Monthly Statistics April 2022:**

Each month we publish the totals of some of our more common calls for service. These statistics historically fluctuate as they respond to several factors. From socio-political trends to weather trends, our activity levels are in a constant state of change. Patrol staff continue to proactively check businesses, town facilities, neighborhoods, and roadways in an effort to detect problems and intervene before matters escalate.

April's numbers are below:

Total Computer Aided Dispatch Entries:	2532
Routine Calls Received/Outgoing:	3333
Directed Patrol/Premise Checks:	1254
Motor Vehicle Stops:	172
Emotionally Disturbed Persons:	26
Medical Assists:	163
Suspicious:	91
Alarms:	87
Motor Vehicle Accidents:	31
Welfare Check:	29
Assist Outside Agency:	27
Animal Problem:	31
Citizen Assist:	25
Miscellaneous Service:	5
Collision Reports:	11
BOLO:	16
Disabled Motor Vehicle:	18
Larceny - Motor Vehicle	2
Larceny:	29
Hazardous Conditions:	13
Pistol Permits:	11
Burglary	4
Burglary - Motor Vehicle	2
Civil Matter:	11
911 Check:	9
Fraud:	6
Domestic Dispute:	18
Violation of Town Ordinance:	2
Sexual Assault	0
Youth Problem:	9

### **Covid 19 Update:**

The month of May saw a slight uptick in community spread. Even without masks and the extensive Covid protocols that had been in place throughout the pandemic, this uptick has had little no affect on the continuity of operations within the police department. The latest sub-variant appears to be having relatively little impact on the community as serious illness and deaths appear to be very rare.

As we are now in the beginning of the third year of dealing with Covid, we have moved from a pandemic status to an endemic status. Covid is here to stay and it appears as though its potency is certainly weakening. That being said, the police department continues to be cognizant of the fact that for many the transition away from Covid will be welcomed with open arms and enthusiasm, while for many others it will bring increased levels of anxiety and concern. For these reasons, we will continue to not only respond to the community's needs as a whole, but also respond to the individual needs of community members regardless of their position on the pandemic and the socio-political topics embedded within.

Department officials continue to work collaboratively with other local officials to continually monitor community health trends and needs.

### **Personnel and Recruiting Status:**

The strength of the South Windsor Police Department always has been, and continues to be, the staff who keep things moving day in and day out.

This month a variety of personnel movements occurred that impact the police department.

Annually, May plays host to National Police Week.





## Police Department

Kristian R. Lindstrom  
Chief of Police

This is a week that recognizes all law enforcement personnel, but specifically pays tribute to those officers who have been killed in the line of duty. At the beginning of this week available department personnel gathered in front of police headquarters for a brief moment of silence led by our department Chaplain, Doug Rowse. This moment of silence was intended to honor all officers who have died in the line of duty including our own Sgt. Matthew Mainieri whose death four short years ago was classified as a line of duty death.

In addition to police week, May also hosted national EMS (Emergency Medical Services) week. During this week, we celebrated our partnership with the Ambulance Service of Manchester and Manchester Memorial Hospital. These partnerships allow us to continue to bring rapid and competent emergency medical care to the everyone living, working, and visiting, in the Town of South Windsor.

On Monday May 23<sup>rd</sup>, Officer Nicholas Sarfo began his employment with the South Windsor Police Department. After approximately two weeks of on-boarding training, he will begin his academy training on Friday, June 3<sup>rd</sup>.

On May 5<sup>th</sup>, Officer Jared Grabowski graduated from the New Britain Police Academy. He has begun his 14 week field training program. Officer Victoria Weiss is continuing her basic training at the New Britain Police Academy and Officer Christopher Myska is advancing smoothly through his field training.

Although these new officers will not be fully operational for several months, their employment with us leaves us with only one vacancy at the moment. Sgt. Mark Cleverdon is overseeing our recruiting efforts and is actively working to fill our last vacancy.

With an authorized strength of 46 sworn members, we currently have 2 in the academy or (pre-academy) training (Weiss, Sarfo), 2 in field training (Myska, Grabowski), 1 on light duty (Pregnancy), and one vacancy. At the moment, 44

of our 46 authorized sworn personnel are employed at this agency and 40 are fully operational sworn FTE's.

In the month of May, Officers Kuzara and Pierpont were selected to be Auxiliary School Resource Officers (SROs). This ancillary assignment provides support to our two SROs. This support may exist in the role of coverage during an SROs absence or at large school functions that call for additional police presence (e.g. graduations, athletic events, etc.)

In early April, one of our most tenured Dispatchers, Christine Meyerhans, announced her intent to retire in the coming weeks. We have not received a formal retirement date as of yet, but her departure is anticipated.

Over 41% of our personnel have been hired in the last 5 years and will be the future of the agency. It is important that we continue to enrich their work experience and motivate them so that they will continue the proud tradition of high quality police service well into the future.

### Local and National Social Justice Movements:

The South Windsor Police Department remains strongly opposed to racism and biased policing. It continues to serve the public with the element of its mission to "Respect the Rights of Individuals" in mind.

We continue to monitor the community for changes and trends in the social justice arena. As an agency, and as a profession, we continue to stand ready to engage in crucial conversations to make meaningful change that enhances the world that we live in.

### Community Activities and Support from our Citizens:

The South Windsor Police Department continues to make efforts to engage the community through non-confrontational consensual encounters. It is our hope that these contacts and efforts will help to build trust and legitimacy with the community.





## Police Department

Kristian R. Lindstrom  
Chief of Police

In the first few days of May, police personnel delivered over 200 lbs of unwanted medications to an area vendor for destruction. These medications were collected at a drug takeback day on the last day of April and aim to keep medications out of circulation and away from unintended users. These continued efforts do their part to reduce the risks of drug abuse within the community.

On May 21, 2022, police personnel provided traffic and crowd control at the Town's Armed Forces Day festivities. Earlier that same day, the Police Department's Animal Control staff help to run a Low Cost Rabies Clinic that will help keep our pets and households safe.

During the month of May, Officers Geraci and Johnson participated in a "College Prep Day" for high school seniors. This program is just one example of our agency's outreach efforts to engage the community's young people in a non-confrontational context. Our outreach efforts do not solely serve the town's young people. In the month of May, Sgt. Hoover visited with some of the Town's Senior Citizens and presented on a variety of different safety topics.

The police department is continuing its social media activity and, in particular, its "Get to Know Your Department" program. This initiative will highlight a different officer each week. These posts will introduce the officer and identify, not only some of their professional attributes, but it aims to also humanize our staff and show the community what exists "behind the uniform." Based on likes and responses online, these profiles have been well received thus far.

Events like those described above are of particular importance as the local community emerges from its Covid quarantine and tries to re-establish some normalcy. As is stated above, community engagement and community policing efforts are paramount to our agency creating and maintaining our legitimacy with the community we serve.

The department continues to benefit from regular gestures of support from the community.

### **Traffic Safety:**

Our Traffic Unit continues to exercise the "3 E's" of Engineering, Enforcement, and Education as we address complaints ranging from speed to Commercial Vehicle travel. We continue to work in partnership with the Office of the State Traffic Authority to address traffic proposals, and projects.

Traffic unit personnel continue to address several traffic issues in town such as truck congestion (particularly during the evening hours) during the arrival of tractor trailers at the Aldi's facility on Rye Street. This month Town officials and Aldi's officials met to discuss this issue in detail and work towards identifying what solutions are in the works to remedy this issue.

Additionally, the reconstruction of the King Street bridge and the Main Street bridge have created long term detours at the south end of Main Street. The detours are well marked and people moving through the area appear to have acclimated well to this change as there have been few, if any, complaints. These projects are two of many we are monitoring as development, upgrades, and improvement continue in the community.

### **Police Activity and Significant Events:**

The South Windsor Police Department remains active and dedicated to the traditional law enforcement function by responding to the public's needs.

During the month of May the police department received, and is processing, several FOI requests. While these requests are not out of the ordinary, there seems to be a recent influx of these requests. In speaking with other area agencies, this does not seem to be a trend unique to South Windsor, however these requests are noteworthy as they can be very labor intensive to satisfy. Particularly when dealing with record redactions and video redactions, these requests can occupy dozens of labor hours a week.

Over the last month, the police department took delivery of our most recent order of body worn cameras. With new hardware and new policy in





## Police Department

Kristian R. Lindstrom  
Chief of Police

the mix, department personnel are in the process of receiving training with regards to the updates and our officers will all be wearing these cameras in the coming weeks.

As the end of May nears, police personnel are postured to participate in, and provide security/crowd/traffic control for the Town's Memorial Day celebration. This popular event includes a parade and ceremony at Veteran's Memorial Park.

Police personnel met with town officials and contractors during May to finalize plans to start the downstairs renovation of police headquarters. The construction for this project was slated to begin on May 16<sup>th</sup> and its focal point is to expand and update the women's locker room facilities. Because we are not expanding the footprint of the building, this expansion within it will cause a ripple effect that will impact and subsequently update several rooms in the lower level of police headquarters. It is understood that our lower level may be in a state of disarray for several months, we are excited for the finished product anticipated near the end of this calendar year.

While these largescale events are occurring, the men and women of the police department continue to respond to calls for assistance and engage in more traditional law enforcement activities. Police personnel continue to respond to motor vehicle crashes, medicals, crimes, and suspicious activities.

### **Unlocked Car Burglaries & Car Thefts (cont. from last month):**

With warmer weather on the horizon, we will wait to see if car burglaries and catalytic converter thefts spike once again. For the time being the police department continues to monitor the trend in the region and deter crime with high visibility patrols. We have temporarily stopped our public service messaging on social media in an effort to prevent it from becoming "white noise" and ignored. We will resume disseminating those messages in the coming months if the need arises.

### **Never too early to prepare for an emergency (cont. from last month):**

After experiencing some significant weather events through the summer, I hope that our citizens will think about all-hazard preparations especially with the potential of significant winter weather events on the horizon.

The Ready.gov webpage has great information pages on preparation for natural disasters, severe weather, and active shooters. Please share with friends and family that may rely on you in a severe weather event, or have questions about how to react to an active shooter event.

We have had our share of severe weather in Connecticut and now is a good time to review your plan to protect yourself and your family.

<https://www.ready.gov/>

### **Follow us on Social Media:**

We continue to have a strong presence on Social Media and update our citizens on all kinds of activity. Our Facebook page and Twitter feed are also displayed on our webpage <https://www.southwindsor.org/police>. We encourage everyone to follow us and share information with friends and family.

Facebook: South Windsor Police Department  
Twitter: @SWPD\_PIO



## Public Works Department

Vincent Stetson  
Director of Public Works

### Street Services May 2022

The Street Services Department, along with Fleet Services, the Parks Department, Engineering, Building Maintenance, and Water Pollution Control celebrated National Public Works Week (May 15 - May 22). As part of the celebration, we hosted nearly 115 students from the 2<sup>nd</sup> grade at the Orchard Hill School. The children were given a tour of the town garage, got to see demonstrations and left with a swag bag full of fun and informational goodies. They also toured the Water Pollution Control Facility and learned how wastewater travels under the roads and how the water is treated before being discharged. Overall, it was fun and educational for all of us.

Also as part of Public Works Week, we held our annual food drive at Geissler's Supermarket on May 21st to benefit the South Windsor Food and Fuel Bank. Donations were plentiful and we thank those who donated, including \$145.00 in cash contributions. Additionally, a GoFundMe page for South Windsor Public Works Fill-A-Truck has been set up to facilitate donations as well. The account will remain open for two more weeks. Here's the link - [Gofund.me/ffeccea](https://gofund.me/ffeccea)

Several catch basin repairs were undertaken during the month focusing on those that we did not have time to complete last fall.

Crews have begun to tackle storm water detention areas, trimming back overgrowth to ensure these detention basins will work as designed.

Roadside mowing is underway to help keep our roadsides presentable and to eliminate sightline issues for the travelling public.

Street sweeping continues on schedule thanks to the weather cooperating. We have not experienced too many lost days with the program this year.

Catch basin cleaning was completed during the month as part of the town's Storm Water Pollution Prevention Plan. Nearly 1500 storm water basins were cleaned out this season. Additionally, more than 60 basins were cleaned on Buckland Rd in

preparation for upcoming basin repairs.

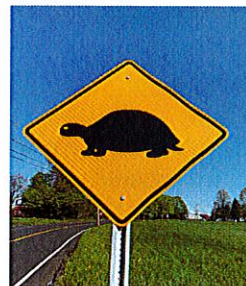
The Kelly Road island was beautified making the gateway from the East crisp for those coming into town from Vernon.

Curb repairs are wrapping up but pothole complaints continue. Crews spent time on Buckland Rd patching some of the worst areas until the roadwork begins later this year.

Cut and patch work is being conducted on Windsorville Rd to remove/eliminate rough road surfaces. This will "pave the way" for upcoming chip seal work later this year.

Maintainers set up no parking signs, delivered barricades, road closed signs, and lighting equipment in support of Armed Forces Day. Two maintainers worked the event, emptying trash, setting up chairs for the South Windsor Community Band and assisting the event organizers as necessary.

The sign shop repaired or replaced 18 regulatory and warning signs during the period. This included three new turtle crossing signs on Deming St and Clark St. For more information about turtle and roadways, go to the DEEP website <https://portal.ct.gov/DEEP/News-Releases/News-Releases---2018/May/Turtles-and-Roads-Are-a-Deadly-Combination>



Residents are encouraged to use Connect South Windsor to report hazards.

[WWW.SOUTHWINDSOR.ORG/CONNECT](http://WWW.SOUTHWINDSOR.ORG/CONNECT)  
or look for the app for iPhones and Androids.

Scott Yeomans  
Associate Manager, Street Services



## Public Works Department

Vincent Stetson  
Director of Public Works

### Engineering Projects Update

#### Main Street Bridge over the Podunk River

Dayton Construction has installed 20 steel piles, 2 new concrete abutments and placed 4 precast, prestressed concrete beams for the new bridge ahead of schedule, as shown in the photo below looking south on Main Street. The concrete end walls, parapet walls and approaches are scheduled to be constructed in June and July. Main Street is closed at the bridge and signs are up for a detour route around the bridge site using Chapel Rd to Route 5 to Burnham Street. This project is scheduled to be completed by the end of September, 2022.



#### Beelzebub Road

The design plans for the reconstruction of Beelzebub Road including new stormwater drainage pipes and structures, new road base, bituminous pavement, curb and a sidewalk on one side are complete and the project is being advertised for bids. Eversource Gas and their contractor NPL has begun to install a new gas main in Beelzebub Road. Frontier and Eversource will be moving about 10 utility poles and wires in coordination with this project. These utility relocations will continue through the summer. The Town has cleared trees as needed for this project. I have received signed temporary construction easements from the owners of 31 residential properties and have met with many other property owners to discuss the temporary easements needed for construction and easements for a new sidewalk. I am following up on the remaining 15 temporary easements and sidewalk easements needed. Draft maps of 2 easements

needed on the DEEP property on the south side of the road have been sent to DEEP for their review. This project is scheduled for road reconstruction to begin in the summer of 2022 and construction will likely continue into 2023.

#### Buckland Road Repaving

Palmer Paving was the low bidder for this project. This work will be scheduled for this summer, after Buckland Road improvements have been completed for One Buckland Center and the new Whole Foods at Evergreen Walk.

#### Pleasant Valley Reconstruction

WMC Consulting Engineers is working on developing plans for the drainage improvements and reconstruction of Pleasant Valley Road from Clark Street to just past Hilton Drive. They have begun surveying and soils investigations, and expect to have a preliminary design in the summer of 2022.

#### Pleasant Valley Road Bridge Replacement

WMC Consulting Engineers is also working on developing plans for the replacement of the Pleasant Valley Road bridge over the Podunk River. They have begun surveying and geotechnical investigations, and expect to have a preliminary design in the summer of 2022.

#### LOTICIP Sidewalk project for Ayers Road, Nevers Road, Foster Street and Buckland Road

This project is to complete sidewalks and fill in gaps where they are missing on the above roads. We have received approval and a commitment to fund letter for the construction of this project from ConnDOT. The Town is responsible for the Design plans for these sidewalks and we will be seeking proposals from our on-call Engineers to work on this project.

#### Engineering Staffing

The open Project Engineer position has been offered to a qualified candidate who plans to start in the second half of June. Consultants are being used to keep the Town Engineering projects moving forward.



## Public Works Department

Vincent Stetson  
Director of Public Works

### **Pleasant Valley/Clark Street Sidewalk Project**

Costa & Son LLC has completed most of the new sidewalk connections on the eastern section of Pleasant Valley road and the southern part of Clark Street and residents are using the new sidewalks. Construction is expected to be finished in the early summer.

### **Local Road Paving**

The contractor has punch list items to complete for this project in the spring. They plan to finish paving Ident Road and the Police Department rear parking lot. We have designed the new drainage and road reconstruction needed for Ident Road. This work is funded by the 2018 Bond referendum.

### **Sidewalk Repair**

Sidewalk repair and replacement work will continue in the spring and summer of 2022 and we have updated the list of sidewalks that need to be repaired. Atlas Concrete will be raising concrete sidewalk slabs. We are working to get a contractor to replace Concrete Sidewalks.

### **Abbe Road Drainage Study**

Weston & Sampson is investigating the drainage problems that have occurred on and around Abbe Road in past years. They will verify the cause(s) of the drainage problems and recommend improvements to alleviate the drainage problems on this road. We expect to have their report in the spring of 2022

### **Eli Terry Safe Routes to School Project**

This project includes replacement of the pedestrian bridge that connects this school to the Brook Street neighborhood, and other pedestrian improvements on roads around the school. ConnDOT has reviewed the final plans and contract documents and sent us comments to address in these plans.

### **LOTICIP Application Submitted for the Reconstruction of Dart Hill Road**

An application for funding the reconstruction of Dart Hill Road was submitted to CRCOG in January for consideration under the State LOTICIP

program. This has been preliminarily selected for funding by CRCOG, along with other projects from communities in the Region. These project selections will be finalized by CRCOG and then will be sent to CT DOT for review. After CT DOT has reviewed and approved the projects they issue a Commitment to Fund letter.

### **Utility Work**

The Connecticut Water Company contractor is mostly finished installing a new water main on Deming Street (from Buckland Road to Summit Drive). The remaining work on Summit Drive will be completed in the spring of 2022. A new water main is also being installed in the Farnham Estates neighborhood on Farnham and McGrath Roads. This contractor will continue to install a new water main in other roads in this neighborhood in 2022.

*Jeffrey Doolittle*

*Town Engineer/Assistant Director of Public Works*



## Finance Department

Patricia Perry  
Director of Finance

### **Assessor and Collector of Revenue Information**

The Mill Rate for the 2021 Grand List, covering October 1, 2021 - September 30, 2022, was set on May 9, 2022 by the Town Council. For Real Estate and Personal Property, the mill rate is 38.77. The legislature passed HB-5506 with a Mill Rate cap of 32.46 mills for the 2021 Motor Vehicle Grand List. A Motor Vehicle mill rate of 32.46 was adopted by Town Council on May 9, 2022.

While the motor vehicle mill rate has decreased, the value of used cars continues to rise due to the global COVID-19 pandemic impacting the sales of new vehicles. As a result, the motor vehicle tax bills may not decrease on the upcoming July 2022 tax bills.

### **Assessor Information**

The Town's 2022 Revaluation project is well underway and there are currently three appraisers from Vision Government Solutions working with the Assessor's Office in South Windsor to verify data on residential and commercial properties. Their information is on file with the Assessor's Office and South Windsor Police Department. Any resident with questions regarding the contracted personnel is encouraged to call the Assessor's Office at ext. 2312 for verification, after regular town all business hours, please contact the South Windsor Police.

Each month the Assessor's Office will be highlighting different areas of the revaluation process. This month we will be highlighting the market, market value, and comparable sales: In a revaluation, the value of your property is based on an analysis of the sales within your market area for a specified period of time (usually a one or two year period). This study of recent property sales allows the appraisers to establish valuation parameters (construction rates, land rates, market adjustments, etc.). Once these valuation parameters are applied to the properties that sold, the result is an appraised value that is very close to the sales price. The revaluation appraisers test the newly developed parameters then apply these same valuation parameters to all of the "non-sale" properties in town. In doing so, they are approximating the market value of each property

using the information derived from all sales in Town. Therefore, no one particular sale or group of sales was used to determine the value of your property. This is because ALL of the recent sales were included in the analysis that set the parameters used in the revaluation of South Windsor.

The market can generally be defined as you, the person who sold the property to you, and the person willing to buy it from you. It is the appraiser's job to research and analyze the values in any particular area or neighborhood. The appraiser has specific guidelines to follow during their research. Some factors that are examined for each property are: location, size, quality of construction, age of improvements, topography, etc. Market value may increase for some neighborhoods and property types but not for others. Depending upon the market, some neighborhoods and property types may decrease in value whereas others may remain the same. One purpose of a revaluation is to make sure that the assessed values reflect the changes that have recently occurred in the real estate market. The overall goal of a revaluation is fair and equitable distribution of tax burden.

The time to file for the Homeowner's Program has ended. The timeframe to file was February 1, 2022 – May 15, 2022. If a resident was under a doctor's care during this period and needs an extension to file, the Extension Request Form can be provided upon request. This form must be completed and sent to the State of Connecticut to the Office of Policy and Management for approval. Any questions on this process feel free to email: [Assessor@southwindsor-ct.gov](mailto:Assessor@southwindsor-ct.gov).

### **Collector of Revenue information**

Tax bills will be mailed the week of June 24, 2022, payment is due July 1, 2022 and the last day to pay without penalty is August 1, 2022. Payment may be remitted on line using an ACH check, credit or debit card, fees apply. Secure drop boxes are located at the front entrance of Town Hall, one is mounted to the building, the second is a convenient drive up drop box. Both boxes are monitored by video and emptied twice daily by staff. Payment of check or money order may be



## Finance Department

Patricia Perry  
Director of Finance

mailed in the envelope provided. Payment of cash, check or money order is accepted during normal office hours. Please anticipate long lines during July.

Current and prior year tax information is available online <https://www.southwindsor-ct.gov/collector-revenue/pages/online-payments>. Please contact our office for information regarding leased vehicles, to best assist have your VIN or registration available.

Per CGS 12-130 Failure to receive a tax bill shall not invalidate the tax or penalties added. If you feel you are missing a bill please contact us. Our office is available to assist by calling 860-644-2511 extension 2321 or emailing: [taxcollector@southwindsor-ct.gov](mailto:taxcollector@southwindsor-ct.gov).

*Mary Huda*  
Assessor



## Human Services Department

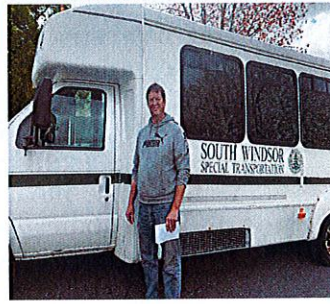
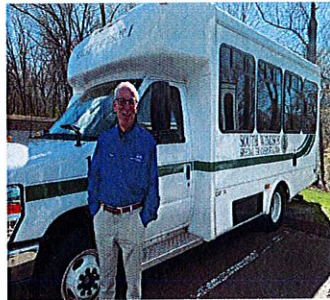
Andrea Cofrancesco  
Director of Human Services

**Town Manager's Report ~  
May 2022  
Andrea Cofrancesco, Director of Human  
Services**

### **Human Services Staff**

This month we are highlighting our drivers in our Transportation Program in Adult and Senior Services.

Our drivers and years of service to the town are: Diana Roy (23), Fran Lerz (16), Mike Hayes (9), Don Padeimas (8), Paul Bernstein and Romanda Elkey (8 months), and our car drivers Laura Gordon and Marie Krupa (8 months). Our drivers are dedicated, bringing many older adults and those with disabilities to a variety of places including medical appointments, grocery stores, hair appointments, the post office, library, senior center and more. Often this is the only way people are able to get out which allows them to remain independent. Our 4 buses which are mostly grant funded, are all wheelchair lift equipped. Thank you drivers, for making a difference!



### **Elderly and Disabled Property Tax Relief**

Caseworkers (Lindsey Ravalese, Steve Clapp and Sue Grundstrom) processed a total of 174 Property Tax Relief applications this season. In addition to completing this form with residents 65+ or those who are on Social Security Disability, staff is able to see if they qualify for other financial assistance programs including energy assistance, SNAP, Medicare Savings Program and more.

### **Energy Assistance - Extended to June 30**

Applications for the 2021-22 energy assistance program have been extended to June 30. Gross monthly income cannot exceed \$39,027/year (single) and \$51,035 (couples). **There is no asset limit this year due to COVID-19.** Documentation needed: last four weeks of income, bank statements, proof of rent or mortgage and utility bills. For an appointment call 860-648-6361 ext. 3335 to speak to a caseworker in the Adult and Senior Services Division of Human Services.

### **Food and Fuel Bank**

Thank you to Ethan, Cub Scout Pack 390 for putting together and donating 17 "birthday bags" to benefit residents who use our Food Bank. Ethan is a 3<sup>rd</sup> grader at Pleasant Valley School and he



## Human Services Department

Andrea Cofrancesco  
Director of Human Services

collected items from family, friends and other scout families. Thank you Ethan and to all who made this possible!



### **The Senior Center is on TikTok**

In an effort to showcase active, vibrant aging, the Senior Center has launched a campaign to eliminate the stigma about aging. Older adults are active, engaging, and provide so much to our community! Here are a couple of our latest tiktoks. Follow us @swseniorcenter

<https://www.tiktok.com/t/ZTdGsBtGN/?k=1>

<https://www.tiktok.com/t/ZTdGskXNK/?k=1>

### **Adventure Club**

Our Adventure Club is having a great time! With weekly hikes to a variety of different locations in CT and other activities such as horseback riding, kayaking and more, there is a little something for everyone here at the South Windsor Senior Center!



### **May 2022 Teen Center**

The month of May was all about preparing for the last few weeks of school and getting ready for our summer programming!

Students who registered for the TEMS Matinee Program attended the Teen Center after school on Mondays to play games and do crafts. We played a lot of air hockey and pool, they got extremely competitive over Uno, and the kids pulled out all of their skills when playing Wii games.

Students from the Teen Center Youth Council group and the high school Interact Club have been helping in the Food Bank Garden on Wednesday afternoons. They helped to prepare the beds by digging out the weeds and began planting. So far our volunteers have planted lettuce, turnips, carrots, radishes, kale, peas, okra, and a few more!

Students in 8<sup>th</sup> grade entering their freshman year came to the Teen Center as part of their tour of the high school. They had pizza, played games, and got familiar with the space. Students were able to find out about the Teen Center hours and events, and got to hear about Youth Council to build their volunteer experience.

On the 20<sup>th</sup> we had a movie night for middle school students. There were almost 40 students in attendance! Everyone brought blankets, wore pajamas, enjoyed popcorn and ate candy!

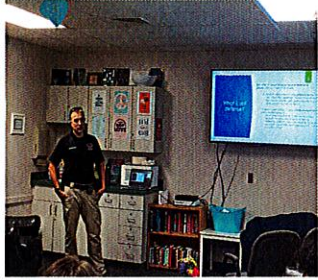
### **School Outreach & Prevention**

We offered a "Thrive" college prep program for South Windsor High School seniors in May and it was a success! Students had the opportunity to learn from a panel of former SADD Club members, who are currently in college. They shared valuable advice about adjusting to college and balancing all that comes with it. Then SW Police Officer Kevin Geraci talked to the students about situational awareness and safety in dorms and on campus. SW Officer Dave Johnson spoke about protecting oneself and showed them some self-defense moves. Liz Langevin spoke with the students about mental health and how to ask for help for themselves or a friend. Overall, it was a wonderful afternoon and everyone learned some important information to help create a smooth transition to college.



## Human Services Department

Andrea Cofrancesco  
Director of Human Services



The Mentor picnic was held on a beautiful spring day at the Rotary Pavilion. The students and mentors enjoyed a special lunch and then played some cooperative games together. The day offers a chance to celebrate both the mentors and the students. It gives us the chance to show appreciation for them participating in this very important program.



The S. W. High School SADD Club held the "Be The Light" 5k on Sunday, May 22, 2022. The club wanted to do something positive for the community. They also wanted to highlight mental health so the funds were split between the club and the Purple Light Project, which helps Hartford healthcare patients after they are discharged from mental health services. It was a hot morning, but the mood was positive and encouraging. The students also made cards and small pillows for the organization. Overall, it was a wonderful to see our students and our community giving back in a meaningful way.

### Youth Counseling, Parent Education and Support

YFS counselors remain busy with 82 active cases of youth seen for mental health counseling! Referrals to counseling services are continuing to

rise. All of the spots for counseling with Alexander Pepe from Intercommunity are filled and all of Sarah's additional hours are filled. Robin is in the process of referring them to providers in the community but many are on a waitlist as well which makes it difficult. We will be using ARPA grant funds to hire a part time counselor so we can continue to meet the needs of our community. Kathy and Robin are working with TEMS and SWHS to plan a summer program to address the issue of school avoidance and truancy, as we have seen a rise this school year.

Although we no longer have a Parent Educator, thanks to DCF Enhancement grant funds, we have contracted services with Peace At Home Parenting, Inc.

***"Connection, Cooperation, Joy – let Peace At Home Parenting Solutions help you define your relationship with your child. We start by teaching from the heart."***

South Windsor Youth & Family Services has collaborated with Peace At Home Parenting Solutions to bring you expert guidance and evidence-based strategies that solve parenting challenges and increase connection and cooperation with your kids.

To sign up for a class- [South Windsor – Peace At Home Parenting Solutions](#)  
Free with Code: SWindsorPeace

*Liz Langevin, LCSW*  
Youth and Family Services





## Parks & Recreation Department

**Molly Keays**  
Director of Parks & Recreation

### “Discover the Benefits!”

John Caldwell, Jr.  
Parks Superintendent

#### MONTHLY REPORT

Jennifer Filer  
Asst. Director of Parks & Recreation



#### MONTHLY REPORT

**Park & Recreation Commission (PARC)** The Commission held a meeting on Wednesday, May 11, at Town Hall. We went over the progress of the Parks and Recreation Facility Planning and Implementation Committee and provided updates on our spring and summer programming. The next

meeting will be held on Wednesday, June 8, at the Town Hall at 7:30pm.

**The South Windsor Walk & Wheel Ways (SWW&WW)** SWW&WW conducted their second 4th grade bike program at Eli Terry the week of May 23. The weather was beautiful, and the kids had a blast learning new bike skills. SWW&WW has a lot of community events coming up, such as Thursday evening bike rides, Bike maintenance workshop, Womens bike skills 101 and CT trail day.

**RECREATION DIVISION “Feel great – recreate!”**

**Preschool** Preschool has been having so much fun as session D flies by. We have been super busy playing outside with bubbles, chalk, and parachutes! We did activities like water “painting” the sidewalk, using spray bottles to make group murals, and sensory activities like digging in the sand and splashing in water bins. We have been practicing recognizing and writing our letters and lots of art projects, songs, and stories! We also celebrated our moms & special people for Mothers' Day!

**4th R** 4th “R” averaged approximately 200 unique participants across all four schools in May. We completed the 4th “R” pre-registration with a 98% return rate and we also hosted the annual 4th “R” lottery on Saturday, May 14. We were able to open up the program back to full capacity for the upcoming school year. 4th “R” has lots of recreation-based fun each day with activities such as gym games (highlights include Bench Ball, Capture the Flag, and Spongebob), enjoying the spring-like weather outside with games, picnic snack-time, and playground fun, and doing special activities such as creating our own stores/markets, rock-paper-scissors race, Slamwich relays, snail crafts, and Pokemon fuse bead creations!

**Youth Badminton** We have started our badminton program for ages 5-18, and we have about 15 athletes per month signed up, and it has been going really well! This program runs April through August.

**Youth Cricket League** We ran the first Youth Cricket Clinic on Saturday, May 14, at the John J. Mitchell fairgrounds. This program was free to gauge the community interest, and we had over 20 youth participate in the program. We will be hosting one more clinic this summer.

**Adult Softball** Our adult softball league started the second week of May at Rye street park. We have nine teams participating in the league this year, and the league will run through August.

**Youth Programs** Food Explorers Baking Workshop was held on Monday, May 16. We had eight participants registered for the program. They all had a blast learning how to make banana pancake pops and strawberry shortcake.

**Wellness Programs** Yoga has continued hosting hybrid classes for all of their participants. Classes are being held on Tuesday mornings, Tuesday evenings and Wednesday evenings. In total we had 48 participants in the program this month! We're looking forward to Joga beginning in June. Joga is a yoga class held at the Rotary Pavilion with a social hour after including coffee and bagels.

**Jukido** This month, Jukido had their testing day where participants had the chance to move onto the next belt! The season has come to an end, but they will continue to run classes throughout the summer to prepare everyone for next year. This past month we had 28 participants in the Wednesday and Sunday evening classes. Classes grew so much this month that we had to move the program to the gym for ample practice space!

**Track Club** This twice a week fun-filled program of running, sprinting, hurdling, trail running, and field events was a hit this spring with 69 participants. We look forward to offering it again for our youth next year!

**Farmers Market** We are ramping up for the Farmers Market season! We will be kicking off the market on



Saturday, June 4, from 9-12pm. We are excited to welcome over 35 vendors, local breweries, food trucks, and live music!

**Veteran's Memorial Pool** Veterans Memorial Park Pool will open for the season on Saturday, May 28 at 11 am. We're so excited to be opening for the season and our staff have been working around the clock to make it possible! We began our summer season training on Saturday, May 21 and will continue until Friday, May 28. We also ran our first lifeguarding class the weekend of May 21, that certified ten people in lifeguarding. Luckily for us, most of them are working at VMP this summer. We're preparing for a busy season full of lane rentals, private groups, swim lessons and events!

**Water Safety Program** We will be launching our new water safety program at VMP! Our first event is our free swim lesson evaluation night which will take place on Tuesday, June 7 from 3-6pm.

**Summer Camps** We are getting ready for a fun summer at camp! Our wide variety of summer camp options have already over 2,000 enrollments! The staff will be coming back for training the weekend of June 10, and we are excited to welcome more youth this summer!

## **PARKS DEPARTMENT *"Caring for South Windsor's Growing Needs"***

**Parks Department Update**"I have now been with the Town of South Windsor now for 22 years, and spring is by far the most challenging season. As spring fever kicks in, we ensure that all of our athletic fields and parks are open for the season along with any spring projects to provide the best quality outdoor spaces for our residents. The Parks Department has grown tremendously since our merge with recreation twelve years ago, and it's all due to the departments dedication and willingness to take on new projects. This month's message, we don't want to only highlight what we have been working on but also mention the crew that makes us proud of what we do and what we can do." - John Caldwell, Superintendent of Park.

Dave Turkington - Parks Manager  
Rob Hunt -Maintainer III  
Jake Burnham -Maintainer III  
Steve Linton- Maintainer II  
Mike Driscoll -Maintainer II  
Mike Hanrahan -Maintainer II  
Brian Sullivan -Maintainer II  
Mike Samsel-Maintainer II  
Mark Hilton – Maintainer II  
Brian McTeague Maintainer I  
Matt Gwozdz- Maintainer I  
Rich Palmer Maintainer -I



## Parks Photos:



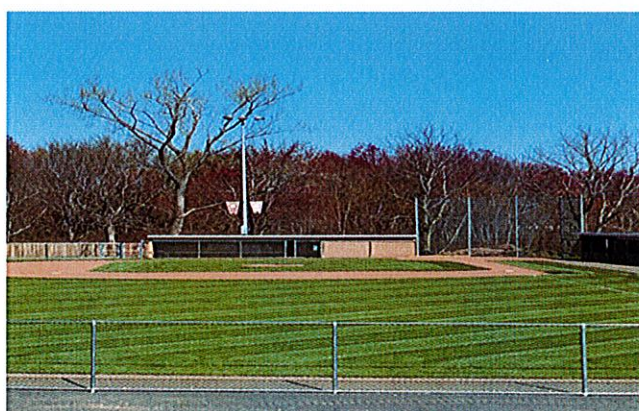
New lot paved for Wapping park located at 1355 Ellington Road



Mike Samsel and Ben Bedard built a new flag retirement burn pit at VMP for the Patriotic Commission.



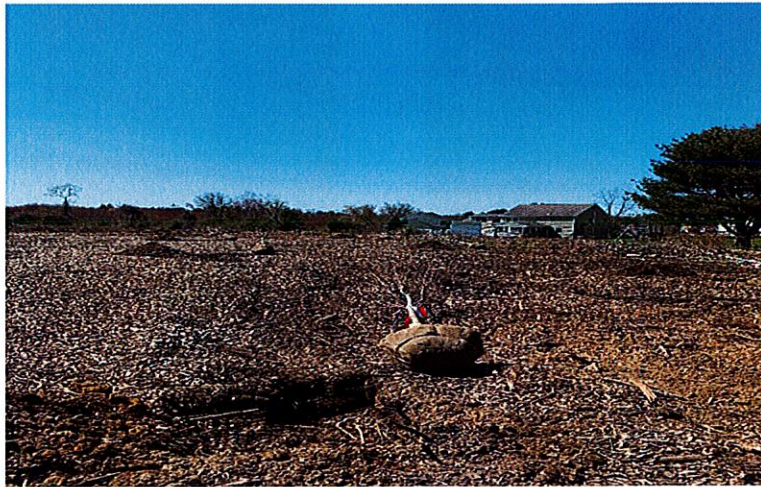
New garden kiosks were made in-house from oak trees that fell in last year's storms. We had the oak trees saved and milled by a local company, and the kiosks were designed and built by park employees. We captured a photo of a mother and daughter duo enjoying some quality time planting at the Deming gardens.



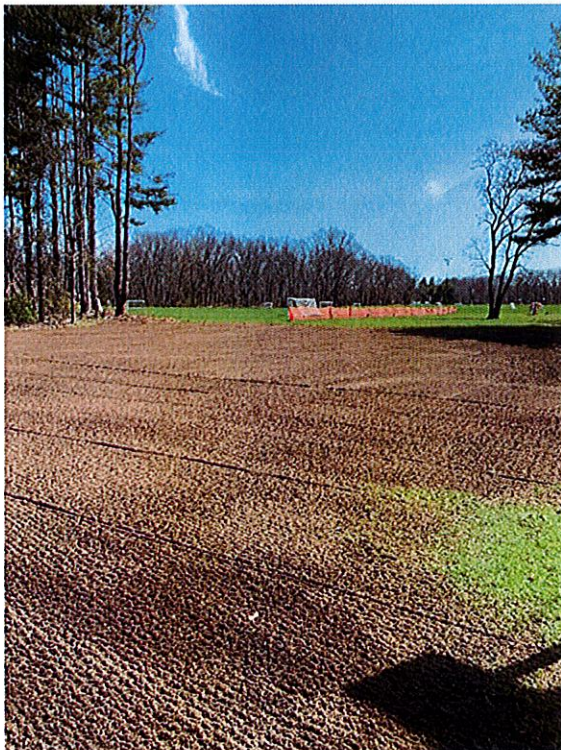
The Little League field, Craig Pepin, ready to go for opening day which had over 1,000 attendees.



## Parks Photos:



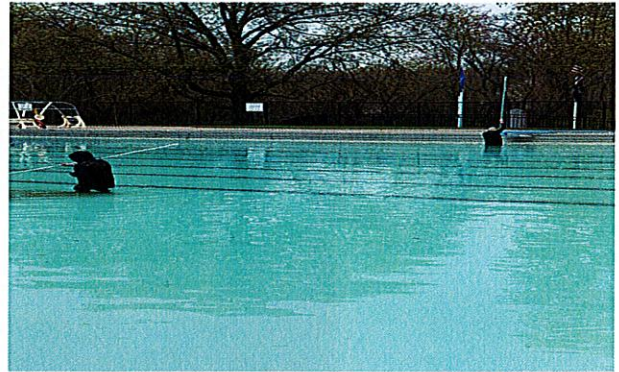
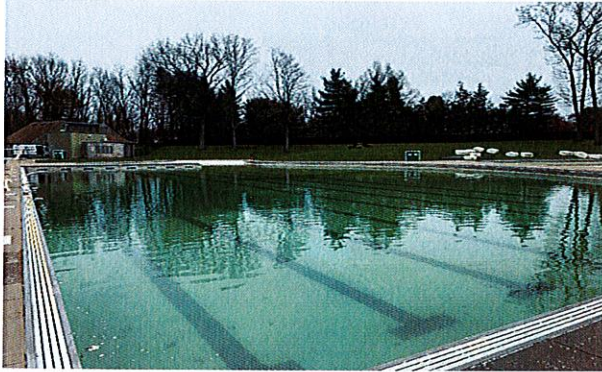
After a large storm took most of the Cotton wood trees on the Norman Priest property, we cleaned up all the damaged trees and invasive. We teamed up with the Environmental Club and the High School for earth day and planted a variety of twelve trees.



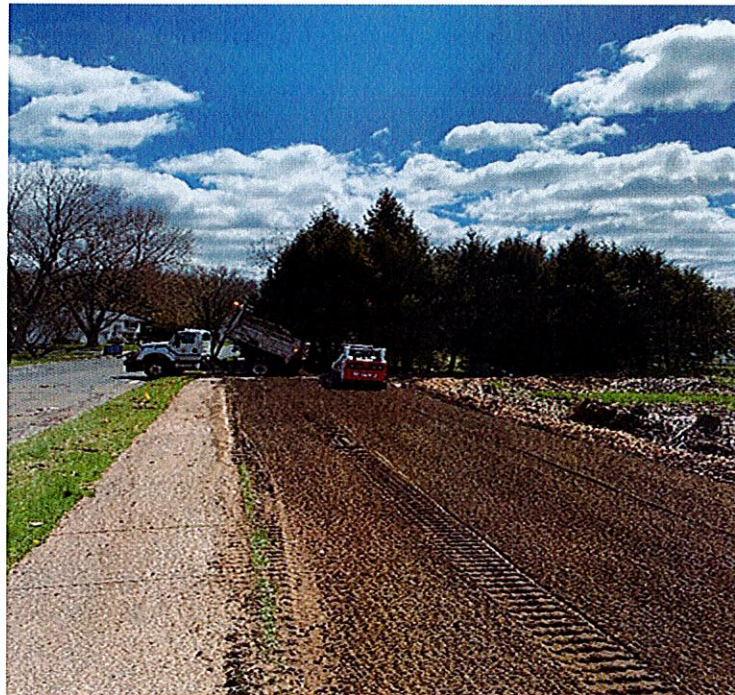
We worked on a portion of Rye St Park near the pond. We cleaned up the fallen trees and debris and regraded an enlarged area and are adding a wooden rail fence.



## Parks Photos:



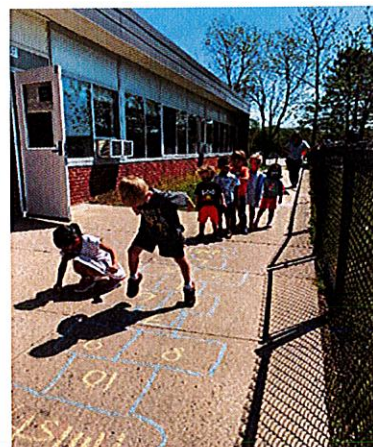
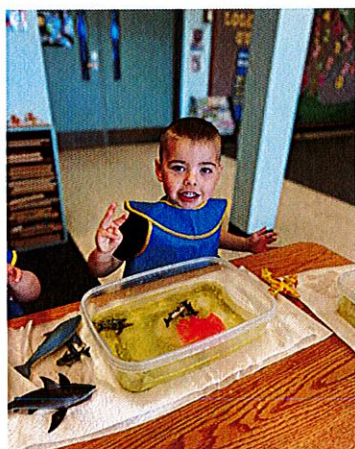
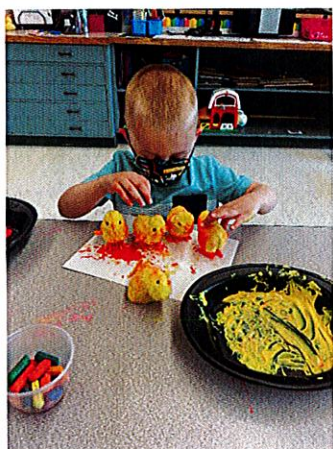
VMP right after pool cover was removed in early May. The pool looked good this year because of proactively adding chlorine to the pool throughout the winter months. Deterioration of the 21-year-old pool cover caused the pool to grow more algae that should allow. Two of our maintainers, Rob and Matt loved the cold temperatures and frigid water to get VMP ready for all the patrons.



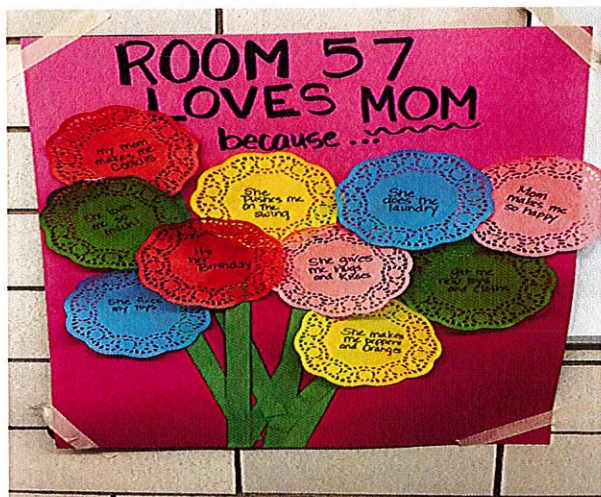
Old Farm Road after removing 60-foot pines that were in decline, new grass, and six new trees planted around the detention pond that was also cleaned up to be aesthetically pleasing.



## Recreation Photos:



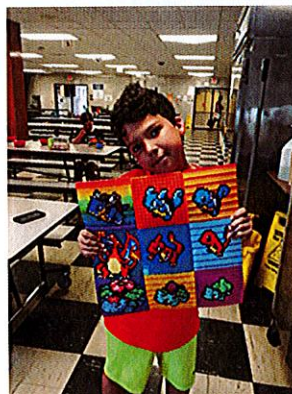
Sensory activities are a fun way to learn new skills!



Our Preschoolers made some sweet Mother's Day presents!



Our preschool friends enjoying the spring weather!



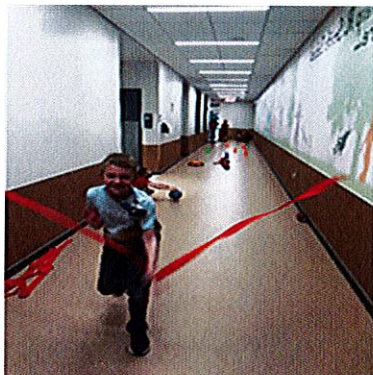
Enjoying Fun and Games after school!



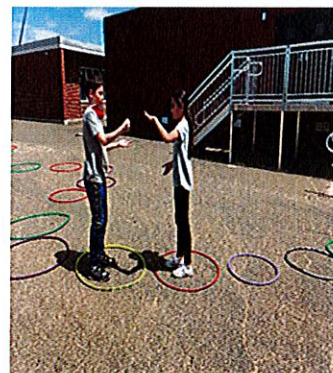
## Recreation Photos



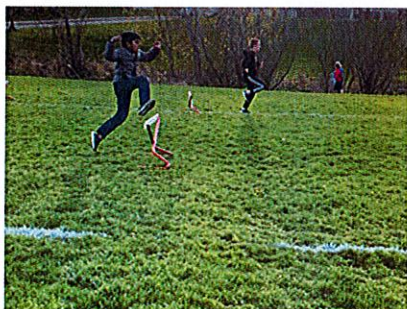
May the 4th be with you!



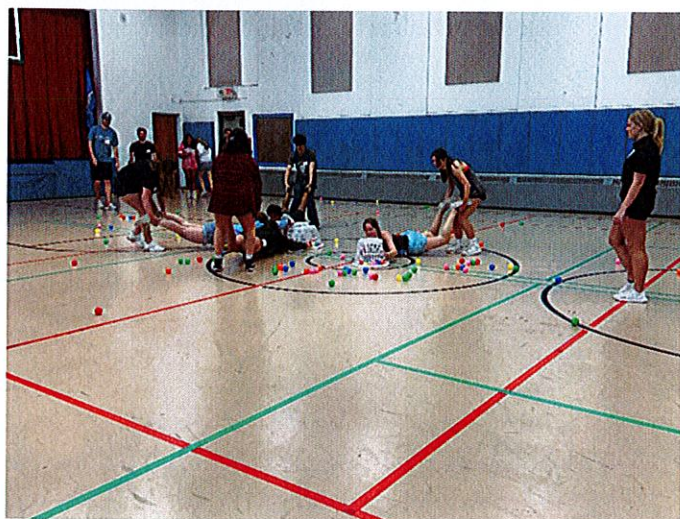
Enjoying fun and games afterschool!



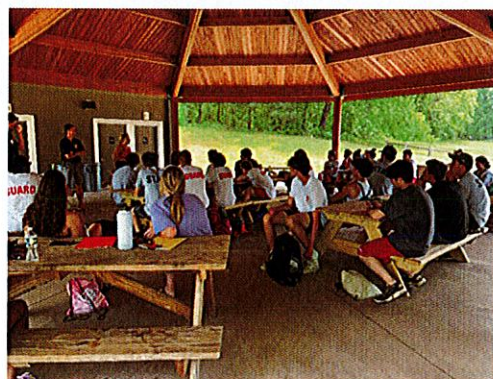
Slamwich Relay!



Track Club participants having fun learning to jump hurdles!



VMP Staff participating in teambuilding games such as Hungry Hippo!



VMP Staff training to get ready for the summer 2022 season!



## ***June 2022 Town Council Meetings and Events***

### ***Meetings***

**Monday, June 6, 2022**

**7:00 pm Regular Meeting**

*Council Chambers*

**Monday, June 27, 2022**

**7:00 pm Special Town Council Meeting**

*Council Chambers*

### ***Holidays***

**June 14, 2022**

**Flag Day**

**June 19, 2022**

**Juneteenth**

**June 19, 2022**

**Father's Day**

**June 21, 2022**

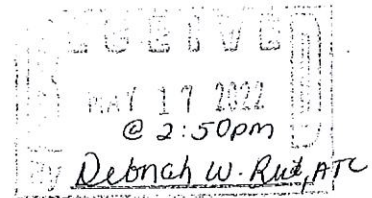
**First Day of Summer**

*Layout by Katherine Senerth, Executive Assistant*





**TOWN COUNCIL  
TOWN OF SOUTH WINDSOR**



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**May 16, 2022**

**TOWN COUNCIL – REGULAR MEETING**

**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 (Via WebEx)  
Councilor Erica Evans

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

**4. Mayor's Remarks**

In observation and recognition of National Public Works Week Mayor Pendleton presented the South Windsor Public Works Department with a proclamation and thanked members of Public Works for their service to the Town of South Windsor and proclaimed May 15 through May 21 as Public Works Week here in South Windsor.

Mayor Pendleton requested the Town Engineer, Jeffery Doolittle present the Public Works Week Awards on behalf of the Town at which time, Mr. Doolittle recognized the Town of South Windsor's business partner Connecticut Mulch Distributors, and thanked them for their efforts in helping Public Works support our leaf composite program along with helping process wooded debris from storm cleanup.

Recognizing the Public Works Week Citizens partnership of South Windsor, Mr. Doolittle recognized Stephan Wagner and informed members of the Town Council that Mr. Wagner has spent many years helping both the Department of Public Works and the citizens of South Windsor. Mr. Doolittle noted that Stephan Wagner has worked with the Clean Energy Committee, Water Pollution Control Authority, Walk & Wheels Way, Invasive Species Working Group, Planning & Zoning, and is a former member of the Town Council.

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As part of Public Works Recognition Week, Mr. Doolittle recognized Brian Sullivan who is a member of our very own Parks Division. Mr. Doolittle noted that Mr. Sullivan is being recognized for his outstanding work with the Park Division and noted that Mr. Sullivan puts his best foot forward and goes above and beyond to do an outstanding job.

Mr. Doolittle informed members of the Town Council that in honor of Public Works Week there were a number of activities and events planned; including the displaying of a message on the Annex message board which would change daily; reminders on social media; a public works flag would fly at the Wapping Community House during the Week of May 15- May 22<sup>nd</sup>; second-grade students from Orchard Hill School would have an opportunity to visit the Town Garage and learn about Public Works; and lastly, in honor of Public Works Week members would be collecting non-perishable food items for the South Windsor Food & Fuel Bank.

Mayor Pendleton informed members of the community that May 15, 2022, was Peace Officers Memorial Day and that May 15<sup>th</sup> through May 22<sup>nd</sup> is Police Week, and that we acknowledge our fallen Police Officers. Mayor Pendleton reminded the residents of South Windsor that in observation and honor of Police Officers Week we remember the life and memory of South Windsor's fallen Police Officer Sgt. Matthew Mainieri.

**5. Adoption of Agenda**

Councilor Andrew Paterna made a motion to adopt the May 16, 2022 agenda. Councilor Erica Evans seconded the motion which passed by unanimous voice vote. **MOTION CARRIES.**

**6. Communications and Reports from Town Manager**

- Mr. Maniscalco informed members of the Town Council that at the end of the Connecticut General Assembly legislative session that a new public act had been approved requiring municipalities with a population over 25,000 to pass an ordinance establishing a Fair Rent Commission. Mr. Maniscalco indicated that at the next Town Council meeting further updates would be offered.
- Mr. Maniscalco indicated to members of the Town Council that negotiations have been moving along with an effort to create a shared Building Department with the municipalities of Windsor and East Windsor and that both towns have draft agreements that are currently being reviewed by the Town Attorney. Mr. Maniscalco recommended that the Town Council set a Public Hearing to receive citizen input on the possibility of regionalizing the South Windsor Building Department.
- Mr. Maniscalco notified members of the Town Council and recognized Chief Kevin Cooney had recently retired from the Manchester Fire Department as a Lieutenant and

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thanked Mr. Cooney for his many years of service and countless accomplishments over his tenure in Manchester and that the Town of South Windsor was fortunate to have Mr. Cooney as our Fire Chief.

- Mr. Maniscalco enlightened members of the Town Council that the Town had been made aware of some trucking issues on Rye Street with delivery trucks to Aldi's distribution center. Mr. Maniscalco indicated that he had set up a meeting with Aldi's in an effort to resolve the issue and planned to ask Aldi's to not park on the street or in local business parking lots and that a further update would be coming soon.
- Mr. Maniscalco updated members of the Town Council that the Town had received several complaints regarding an odor coming from the area of the Waste Water Treatment Plant. Mr. Maniscalco indicated that the WPCA commissioned a study to both evaluate the issue and then make recommendations. The study recommended taking a multi-step approach with the first step being to remediate and fix the biofilter on-site. Mr. Maniscalco further explained that the cost of this project is about \$200,000 and is included in the WPCA budget that takes effect in July and that over the course of the next several years additional work would be performed to help with odor control.
- Lastly, Mr. Maniscalco updated members of the Town Council and informed members of the Town Council that the South Windsor Rotary Club would be donating a \$100,000 grant towards the purchase of Splash Pad. Mr. Maniscalco explained that the money had come from the proceeds of the Rotary Clubs' recent auction and that a Splash Pad would be added at Nevers Park.

**7. Public Input**

Audrey Delnicki (130 Felt Road) inquired as to why members of the Town Council had not responded to her April 11, 2022 email. Ms. Delnicki further explained that the email had been distributed to members of the Town Council at previous Town Council meetings. During Ms. Delnicki's public comment Deputy Mayor Steven King, Jr. called for a point of order and indicated that Ms. Delnicki's appointment to the Economic Development Commission was not on the agenda and therefore, should not be addressed under agenda item #7 (Public Input for Items on the Agenda). After some discussion, Deputy Mayor King revoked his point of order allowing Ms. Delnicki an opportunity to finish her input. Ms. Delnicki went on to further inquire and explain that she was unaware as to why she was not being appointed to the Inland & Wetlands Commission as an Alternate, or the Blighted Appeals Board. During Ms. Delnicki's continued Public Input, Councilor Erica Evans called for a point of order and indicated that Ms. Delnicki's public input comments were not relevant to an item on the agenda. Further discussion pursued and Ms. Delnicki withdrew her comments allowing members of the Town Council to address items on the agenda.

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**8. Adoption of Minutes of Previous Meetings**

Councilor Jamie Gamble 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 May 2, 2022.

The motion was seconded by Deputy Mayor Steven King, Jr. which was passed by a roll call vote of 6 ayes (Mayor Pendleton, Deputy Mayor King, Councilors Evans, Lopez, Kozikowski, and Gamble), 0 nays, and 1 abstention (Councilor Paterna). **MOTION CARRIES.**

Councilor Jamie Gamble 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 Special Town Council Budget Meeting of May 9, 2022.

The motion was seconded by Councilor Andrew Paterna which was passed by a roll call vote of 6 ayes (Mayor Pendleton, Councilors Evans, Lopez, Paterna, Kozikowski, and Gamble), 0 nays, and 1 abstention (Deputy Mayor King). **MOTION CARRIES.**

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

Ms. Daria Plummer speaking on behalf of the Patriotic Commission reported to members of the Town Council that she was the only non-military member of the commission and noted how proud Ms. Plummer was to serve alongside her fellow commissioners and especially thanked the members of our Armed Forces for their service to our country. Ms. Plummer informed members of the Town Council that Armed Forces Day is Saturday, May 21, 2022, and that the Town of South Windsor was proud to observe this special day and noted that Armed Forces Day is a tribute and celebration to Armed Forces for all that they do. Ms. Plummer informed members of the Town Council that military vehicles would be on display, military recruiters would be present, a band would be present, and invited families of South Windsor to the event which would be held at Nevers Park between the hours of 5:00 pm and 9:00 pm.

Ms. Plummer further updated members of the Town Council about the upcoming Memorial Day Celebration which was going to be held on Monday, May 30, 2022, and that a ceremony would be taking place at Memorial Park at 11:00 a.m. to honor our fallen veterans. Ms. Plummer noted that the Memorial Day parade begins at 10:00 a.m. and that the South Windsor High School band would be marching along with a number of various community organizations and a few floats. Ms. Plummer excitedly remarked that 25 banners honoring our veterans would be displayed at the Boundless Community Center.

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Ms. Plummer informed members of the Town Council that the Patriotic Commission Essay/ Poster contest winners would also be marching in the Memorial Day Parade and that certificates of recognition would be given out to the contest winners at the Town Council Meeting Monday, June 6, 2022. Ms. Plummer went on to thank members of the Town Council for their hard work and support of both our Veterans and the Patriot Commission.

Councilor Erica Evans reported to members of the Town Council that the Human Relations Commission was hosting an event in observation of "Race Amity Day" which was scheduled for Sunday, June 12, 2022, and that more details would be coming forward. Councilor Evans also informed members of the Town Council that the Human Relations Committee had worked with the school system on a Stonewall Riot recognition event in honor of Pride Month and Pride Day which would be June 28, 2022.

Councilor Erica Evans updated members of the Town Council regarding the South Windsor Alliance for Families (SWAFF) and noted that the Library was preparing for summer reading programs and that in-person and virtual options would be available. Councilor Evans also informed members of the Town Council that the Library's summer reading program registration would start on June 20, 2022, and that programs would begin July 1, 2022.

Councilor Erica Evans updated members of the Town Council regarding the Youth & Family Services and that the SAD group was hosting a trail for charity event on Sunday, May 22, 2022, and was in the process of raising money in recognition of mental health and support. Councilor Evans also informed members of the Town Council that the Teen Center was beginning their rising stars program again and that they work towards leadership and volunteerism. Councilor Evans also noted that the 5<sup>th</sup> & 6<sup>th</sup>-grade open house was going to be held on June 7, 2022, from 5:00 pm – 7:00 pm.

Lastly, Councilor Erica Evans reported to members of the Town Council that she was excited to see a name on the agenda for the Arts Commission and that Councilor Evans believes that with this progress we are moving forward. Councilor Evans further explained that by the end of the month if the Social Justice Racial Equity Commission was still unable to meet and move forward that Councilor Evans would be bringing the ordinance forward to reexamine the language.

**10. Reports from Committees**

Councilor Andrew Paterna updated members of the Town Council on the activities of the Energy Committee and noted that Councilors had received a letter on behalf of the Energy Committee. Councilor Paterna requested that members of the Town Council review the letter regarding incentives to private businesses to use more solar energy. Councilor Paterna indicated that the energy committee had reviewed recent legislation that had been passed allowing more flexibility. Councilor Paterna indicated that further information would be coming forward regarding the energy committees' initiatives at the next Town Council meeting.

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Councilor Marek Kozikowski updated members of the Town Council that Planning & Zoning adopted the South Windsor Affordable Housing Plan on April 26, 2022, and that a Public Hearing was held for the purpose of receiving citizen input on the proposed Zoning Text Amendments regarding the moratorium on recreational cannabis which was being extended to a future date. Councilor Kozikowski informed members of the Town Council that on May 10, 2022, the Planning & Zoning Commission had a Public Hearing regarding zoning text amendments and that an application had been received regarding the expansion of allowed residential development at Evergreen Walk general plan.

Lastly, Councilor Marek Kozikowski updated members of the Town Council that the Open Space Task Force met on May 2, 2022 and that several properties were discussed to be added to the Open Space acquisition priority list.

**11. Consent Agenda**

Councilor Jamie Gamble made a motion to approve Agenda Item 11. A.1. as a First Reading on the Consent Agenda.

**A. First Reading**

- 1. Resolution Appointing Natalie O'Brien (U) as a member of the South Windsor Arts 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 Natalie O'Brien (U) to the South Windsor Arts Commission for a term ending December 31, 2022, and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

Councilor Marek Kozikowski seconded the motion, and it was approved unanimously. **MOTION CARRIES.**

**2. Second Reading**

None.

**3. Miscellaneous**

None.

**12. Unfinished Business**

**A. Discussion Item: Potential Amendment to Local Preference Ordinance**

Councilor Marek Kozikowski informed members of the Town Council that Councilors were requested to provide feedback regarding the Local Preference Ordinance and that the proposed

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amendments had been provided to members of the Town Council including reach provided by the Town Managers' office which included a list of similar ordinances that had been adopted by various towns in Connecticut. Councilor Kozikowski specified that the percentage differential range was still being factored into the local bid preference and that discussions were ongoing. Councilor Kozikowski noted that he would like to see the amendments to the preference adopted.

Answering questions from the Town Council, Town Manager, Michael Maniscalco explained the process of how the local bid preference process works and explained that references and work history would be reviewed if two applications came forward with similar qualities. Mr. Maniscalco suggested that if members of the Town Council were agreeable, at the next Town Council meeting a date for a Public Hearing should be set to receive citizen input regarding the amendments.

**13. New Business**

**A. Discussion Item: Police Department Solar Carport Project**

Jefferey Doolittle, Town Engineer, speaking as a member of the Energy Committee reported to members of the Town Council regarding the Police Department Solar Canopy Project. Mr. Doolittle explained that the project had been worked on for quite some time by the Energy Committee and that the project went out to bid and a company called Greenskies Clean Energy had won the bid. Mr. Doolittle further explained that an agreement had been signed to provide a solar canopy at the police station twenty-year agreement of fixed-rate energy at the rate of 10.3 cents per kilowatt-hour. Mr. Doolittle indicated that during the course of the discussions the Police Department had a number of concerns regarding the height of the canopy and issues as they relate to snow and ice. Mr. Doolittle also informed members of the Town Council that the price of steel had gone up and that the expenses were beginning to outweigh the savings over the life of the project.

Answering questions from the Town Council, Town Manager, Michael Maniscalco explained that at this time the Town was not agreeable to moving forward with this particular solar project as there would not be cost savings for the Town.

Councilor Andrew Paterna added and explained to members of the Town Council that the Energy Committee had voted unanimously to support Mr. Doolittle's recommendation to table the project until further details could be resolved.

Mayor Pendleton called for a consensus vote at which time the vote passed by a unanimous voice vote.

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**B. Resolution Approving a flag to be flown in honor of National Pride Month.**

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

**BE IT RESOLVED**, that the South Windsor Town Council hereby approves a request to fly the LGBTQ+ Progress Pride Flag from June 1, 2022, through June 15, 2022, and asks the Town Manager, Michael Maniscalco to have the flag raised on the flagpole at the Wapping Community House on Wednesday, June 1, 2022, and lowered on Wednesday, June 15, 2022, in honor of National Pride Month.

The motion was seconded by Councilor Erica Evans which was passed by a unanimous voice vote.  
**MOTION CARRIES.**

**14. Passage of Ordinance**

None.

**15. Public Input for Any Matter**

Audrey Delnicki (*130 Felt Road*) inquired as to why members of the Town Council had not responded to her email that was sent on April 11, 2022, and was also distributed at the April 18, 2022, Town Council meeting. Ms. Delnicki requested a response as to why she was denied the appointment to the Inland & Wetlands Commission as an alternate and as a full member of the Blighted Properties Appeal Board. Ms. Delnicki further explained that ignoring or not responding to an email is rude and wrong and not the high standards that Councilor Evans has referred to at the April 4, 2022, Town Council meeting. During her public comment, Ms. Delnicki submitted a Freedom of Information Request to Town Manager, Michael Maniscalco, regarding her appointment within the last sixteen days. Ms. Delnicki further commented that she believed that her appointment was not discussed at the May 9, 2022 agenda-setting meeting as she had received communication that agenda items were set at the discretion of the chair. Ms. Delnicki inquired about the rule and requested that it be presented by the Town Manager or the Mayor and that the minority parties' right to make recommendations to fill vacancies was being violated.

Stephanie Weintraub (*155 Skyline Drive*) speaking as Chair of the South Windsor Republican Town Committee informed members of the Town Council that she had recently had conversations with Mayor Pendleton and Democratic Town Committee Chair, Tony Duarte. Ms. Weintraub thanked both Mayor Pendleton and Mr. Duarte for their willingness to discuss the reasoning for the recent opposition to the appointments concerning Richard Balboni and Audrey Delnicki. Ms. Weintraub explained that she had recently been informed that due to Mr. Balboni & Ms. Delnicki's behavior and how they conduct themselves were the reason that members of the Town Council were not able to resolve their appointments at this time. Ms. Weintraub questioned the ethics of the Town Council and expressed concerns that one party

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was being held accountable and not the other. Ms. Weintraub indicated that the South Windsor Republican Town Committee would be seeking legal advice from the State GOP as the issue was not able to be resolved in a bipartisan manner.

Nick Jones (*33 Palmer Drive*) spoke to members of the Town Council that he had sent an email to Scott Nolan, Clerk of the Council regarding the Republican Town Committees nominees which was well before the deadline. Mr. Jones informed members of the Town Council that volunteerism is the lifeblood of the town and is rare. Mr. Jones explained that members of the community might lose interest and that this might disincentivize them from serving on various boards and commissions. Mr. Jones further explained his disappointment to members of the Town Council and that while members of the Council may not like the recommendations he believes that they are qualified candidates.

Matthew Odell (*115 Pine Tree Lane*) spoke to members of the Town Council regarding his concern about various intersections in the Benedict Drive neighborhood area which are missing five yields or stop signs.

Dan Edwards (*131 Hilton Drive*) indicated to members of the Town Council that as a member of the South Windsor Republican Town Nominating Committee that he anticipated being available to speak in support of Natalie O'Brien for the Arts Commission; Audrey Delnicki for the Economic Develop Commission; and Richard Balboni for the Inland & Wetlands Commissions and Blighted Properties, however, he was appalled that while listening at home members of the Town Council made an effort to stop a member of the public from speaking under item #7 (Public Input). Mr. Edwards went on to indicate that the Town of South Windsor needed to be more transparent and noted that the municipalities of East Hartford and East Hampton were more transparent than the Town of South Windsor. Mr. Edwards argued that the appointments of Audrey Delnicki for the Economic Develop Commission and Richard Balboni for the Inland & Wetlands Commissions and Blighted Properties were in fact on the agenda and the two points of order that were called on a resident by Deputy Mayor King and Councilor Evans was disgusting. Mr. Edwards urged members of the Town Council to put aside party politics and stop shutting down qualified people. Lastly, Mr. Edwards thanked members of the Town Council that a discussion item regarding a proposed gun ordinance was on the agenda.

Lauren Chung (*265 Diane Drive*) spoke to members of the Town Council about the need for qualified candidates and that Councilor Evans was specifically looking for qualified candidates for the Social Justice Committee and that Ms. Chung inquired whether or not a request for candidates had gone out to the public. Ms. Chung indicated that the Republican Town Committee had tried to make recommendations to add people to the Social Justice Committee and explained that she had personally spoken to three different individuals and that they were not registered, republicans. Ms. Chung explained that members of the Town Council should take people's lack of interest that the Social Justice Committee is a failed project and that

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people don't want to be on it. Ms. Chung further claimed that if Councilor Evans were ever to get into the Connecticut State Legislator that she would simply change the rules when Councilor Evans didn't get her way and that this was a scary thought. Ms. Chung further explained that local politics wasn't a game and that people were not going to be willing to come forward if members of the Town Council were simply going to take the party recommendations off the agenda. Ms. Chung clarified to members of the Town Council that she felt they were too petty to move forward with the business of filling vacancies on various boards and commissions. Ms. Chung asked members of the Town Council to grow up and specified that it was sad to see who the Town of South Windsor had elected to represent our town and felt members of the Town Council don't represent us very well. Ms. Chung went on to inform members of the Town Council that there were more registered Independent voters in the Town of South Windsor than Democrat voters and that the Independents were watching how members of the Town Council conduct themselves. Ms. Chung noted that members of the Town Council were not going to win any more votes; by trying to change the rules; trying to steal things; playing the race card; or by any silly, immature, ridiculous behavior that members of the Town Council display. Ms. Chung said that members of the Town Council shouldn't "throw stones" when it comes to talking about high standards because no member of the Town Council has displayed high standards in her opinion.

Alan Cavagnaro (83 Pine Knob Drive) spoke to members of the Town Council about his support of the Fair Housing Commission that was being proposed as he expressed concerns regarding the cost of rent in the Town of South Windsor. Mr. Cavagnaro explained that the Town of South Windsor has roughly 1,230 rental units which is barely above the threshold and that Mr. Cavagnaro is excited about this commission.

**16. Communications from Council**

No report was given.

**17. Executive Session**

Deputy Mayor Steven King, Jr. made a motion to go into executive session at 8:23 p.m. to discuss item # 17(A) to discuss a personnel matter (Town Managers Performance Evaluation) and invited the Town Manager, Michael Maniscalco into executive session. Councilor Erica Evans seconded the motion which passed by unanimous voice vote. **MOTION CARRIES.**

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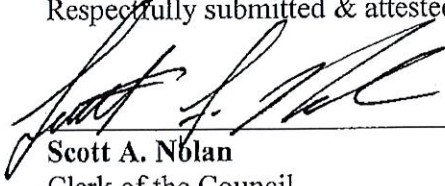
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**18. Adjournment**

There being no more business to come before the meeting, Deputy Mayor Steven King, Jr. made a motion to adjourn the Regular Town Council Meeting at 8:45 p.m., which was seconded by Councilor Erica Evans and passed by unanimous voice vote. **MOTION CARRIES.**

Respectfully submitted & attested,

  
\_\_\_\_\_  
Scott A. Nolan  
Clerk of the Council



**TOWN COUNCIL  
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RECEIVED  
MAY 27 2022  
BY *Deborah W. Beard, ATC*  
@ 10:03am.

Minutes

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May 26, 2022

**TOWN COUNCIL – SPECIAL MEETING**

**1. Call Meeting to Order**

Mayor Pendleton called the Special Virtual Meeting to order at 6:15 p.m.

**2. Roll Call**

Members Present: Mayor Elizabeth Pendleton  
Councilor Erica Evans  
Councilor Philip Koboski  
Councilor Cesar Lopez  
Councilor Andrew Paterna  
Councilor Marek Kozikowski  
Councilor Karen Lydecker (Arrived at 6:25 p.m.)

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

**3. Special New Business**

**A. Resolution Accepting the Resignation of Scott Nolan, Clerk of the Council**

Addressing members of the Town Council Scott Nolan, Clerk of the Council read his letter of resignation into the record, and is as further described as **Exhibit A**.

Mayor Elizabeth Pendleton 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 Scott Nolan as Clerk of the Council effective June 10, 2022; and

**BE IT FURTHER RESOLVED**, that the South Windsor Town Council extends its thanks to Scott Nolan for the time he dedicated to serving the residents of South Windsor as Clerk of the Council.

Councilor Andrew Paterna seconded the motion at which time discussion took place. Councilor Philip Koboski commented how sorry he was to learn of the Clerk's resignation and further noted that in a short period of time Scott Nolan was able to prove himself and fit in well with the group.

Councilor Andrew Paterna further commented that he appreciated all of the dedication and work Scott Nolan put in over a short period of time.

(Continued on Next Page)



**TOWN COUNCIL**  
**TOWN OF SOUTH WINDSOR**

**Minutes**

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**May 26, 2022**

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Mayor Pendleton noted that she also has well wishes and the best of luck for everything Scott Nolan, Clerk of the Council does in life and that he is very gifted in all that he does.

After discussion Mayor Pendleton called for a vote which passed by a unanimous voice vote.  
**MOTION CARRIES.**

**B. Discussion Item: Clerk of the Council job posting, interview, and hire process**  
*(Requested by Town Manager, Michael Maniscalco)*

Councilor Erica Evans commented that the members of the Town Council have always set high standards for the Clerk of the Council position and that the Council has had great people fill the role in the past. Councilor Evans noted that in her discussions with the Personnel Committee that the Council might consider looking for some non-traditional candidates that can grow into the role of Clerk of the Council.

Town Manager, Michael Maniscalco informed members of the Town Council about the hiring process and explained the importance of hiring a Clerk of the Council as soon as possible due to the important nature of the office. Mr. Maniscalco further noted that the Town Manager's office has recently lost additional staff in other areas and that municipalities throughout the state are struggling to recruit staff at all levels.

Mayor Pendleton noted to members of the Town Council that the previous interview and hiring process for the Clerk of the Council position had gone well and that further discussion would be taking place at the Personnel Committee meeting.

Councilor Erica Evans clarified her comments that Scott Nolan, Clerk of the Council came in with a wealth of experience and that other candidates have come in and quickly find other positions that meet their needs as well. Councilor Evans noted that she hopes the Town Council will be open-minded to finding more diverse candidates with different employment experiences.

**C. Resolution Authorizing Vanessa Perry, Assistant Town Manager/Director of Human Resources to Post the Position of Clerk of the Council**

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

**BE IT RESOLVED**, that the South Windsor Town Council hereby authorizes Vanessa Perry, Assistant Town Manager/ Director of Human Resources to Post the Position of Clerk of the Council.

Councilor Andrew Paterna seconded the motion, and it was approved unanimously. **MOTION CARRIES.**

(Continued on Next Page)



**TOWN COUNCIL**  
**TOWN OF SOUTH WINDSOR**

**Minutes**

**Page 3**

**May 26, 2022**

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**D. Resolution Authorizing Town Manager, Michael Maniscalco to hire staff on a temporary basis**

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

**BE IT RESOLVED**, that the South Windsor Town Council hereby authorizes Town Manager, Michael Maniscalco to hire staff on a temporary basis to assist in the duties of the Town Council.

Councilor Philip Koboski seconded the motion, at which time discussion took place. Councilor Andrew Paterna asked if there would be a fixed time period for temporary staff.

Answering questions from the Town Council Town Manager, Michael Maniscalco informed members of the Town Council that staff would be hired on a short-term temporary basis to fill the time period when Scott Nolan, Clerk of the Council leaves on June 10, 2022, through when a new Clerk of the Council could be hired. Assistant Town Manager, Vanessa Perry further noted that at this time they would like to move forward without the use of a temporary agency and have this temporary Clerk of the Council position would solely be responsible for the Town Council meeting minutes.

After discussion Mayor Pendleton called for a vote which passed by a unanimous voice vote.  
**MOTION CARRIES.**

**4. Executive Session**

No report was given.

(Continued on Next Page)



**TOWN COUNCIL**  
**TOWN OF SOUTH WINDSOR**

**Minutes**

**Page 4**

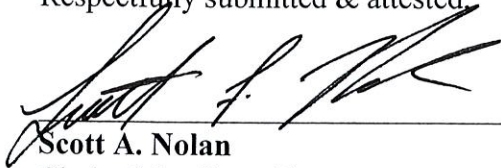
**May 26, 2022**

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**5. Adjournment**

There being no more business to come before the meeting, Councilor Andrew Paterna made a motion to adjourn the Special Town Council Meeting at 6:31 p.m., which was seconded by Councilor Philip Koboski and passed by unanimous voice vote. **MOTION CARRIES.**

Respectfully submitted & attested.

  
\_\_\_\_\_  
**Scott A. Nolan**  
Clerk of the Council



# BOARD, COMMISSION, AND COMMITTEE APPOINTMENTS, REAPPOINTMENTS, OR RESIGNATIONS

(This form is to be filled out for each appointment, reappointment, or resignation that is being requested)

BOARD OR COMMISSION	NAME	ADDRESS AND EMAIL	PHONE NUMBER	APPTMT REAPPTMT OR RESIGNATION	NAME OF THE PERSON WHO IS BEING REPLACED OR VACANCY	PARTY AFFILIATION	TERM
Economic Development Commission	Audrey Delnicki	130 Felt Road <a href="mailto:audrevdel@aol.com">audrevdel@aol.com</a>	860-559-3475	Appointment	Vacancy (alternate position, replacing R. Burns)	R	11/30/24
Inland Wetlands Agency	Rick Balboni	23 Debbie Drive <a href="mailto:rmbir1970@gmail.com">rmbir1970@gmail.com</a>	860-558-0900	Appointment	Vacancy (alternate position)	R	12/1/25
Blighted Properties Appeals Board	Rick Balboni	23 Debbie Drive <a href="mailto:rmbir1970@gmail.com">rmbir1970@gmail.com</a>	860-558-0900	Appointment	Vacancy (replacing Jamie Gamble)	R	11/30/24
South Windsor Arts Commission	Natalie O'Brien	239 Felt Road <a href="mailto:natalie.m.obrien@gmail.com">natalie.m.obrien@gmail.com</a>	860-512-8564	Appointment	Vacancy (open spot)	Unaffiliated	12/31/22

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. All resignations must be accompanied with a letter of resignation. If the resignation is from an elected position, the letter must be original and sent to the Town Clerk to be processed. The date and time the Town Clerk posts on the letter, is when the resignation is official. Also, all information should be filled in or WILL NOT be accepted.

Submitted by: Nicholas Jones

Party Affiliation: R

Date: 5/01/22

RECEIVED

MAY 02 2022



Proposal: To close-out project Fire Alarms Firehouses 1 & 2 and re-allocate the remaining funds to replace the fire alarm at Veterans Memorial Pool and add a fire alarm system to TRACS.

Discussion: The Fire Alarm Project for Firehouses 1 & 2 had a budget of \$100,000. This budget covered the engineering, bid documents, drawings, project overview, and complete replacement of fire alarm systems at Firehouse 1 & 2. The bidding process went much better than expected with the project being awarded to ADT for \$31,819.57. Engineering services costs for the project was \$13,400. Budget spreadsheet shows a balance of \$54,577.56.

<u>Fire Alarm Upgrade FH</u>	<u>\$100,000.00</u>
Salamone Associates	-\$10,040.00
Hartford Courant	-\$202.87
ADT	-\$30,127.73
Salamone Associates	-\$3,360.00
ADT program security	-\$1,691.84
Total	\$54,577.56

Problem: VMP fire alarm system is the Town's last old existing fire alarm system. This fire alarm is 40 years old and was installed when the Administrative Building was constructed in 1982. TRACS building currently did not have a fire alarm system installed when converted over from Firehouse 3. This is the only remaining Town building without a fire alarm system.

Proposals: Venture Communications, our security vendor, has submitted to the Town proposals to complete these 2 projects.

TRACS – new system	\$10,066
VMP – replacement	\$11,304
Total Project Costs	\$21,370

We would like the Capital Projects Committee support these two projects and fund them out of Capital Non-Recurring once the Firehouse 1 & 2 Fire Alarm project is closed out. With the two projects approved, there will be a balance of \$33,207.56 to remain in Capital Non-Recurring.

# **TOWN OF SOUTH WINDSOR**

## **MEMORANDUM**

TO: Scott Nolan, Clerk of the Council  
FROM: Patricia Perry, Director of Finance  
RE: Council's Agenda for June 6, 2022  
DATE: May 16, 2022

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After the end of each fiscal year, the Town Council typically passes one or more resolutions to realign budgets. With approval from the Town Manager, can the following transfers be discussed/added to the Agenda for the June 6, 2022 Town Council Meeting?

**Resolution Approving the Transfer of \$61,925 from the Social Security Tax Account to the following accounts to cover overages:**

**\$32,075 to the Unemployment Account,  
\$14,850 to the Salary Contingency Account and  
\$15,000 to the Liability Insurance Account**

**Resolution Approving the Transfer of \$950,000 from the Health Insurance Account and \$200,000 from the Police Operation Full-Time Salary Account to the following accounts:**

**\$400,000 to the Capital Projects Account, and  
\$750,000 to the Pension Account**

**Resolution Approving the Transfer of \$63,000 from the Engineering Full-Time Salary Account to the Information Technology Full-Time Salary Account.**



# MEMO

**DATE:** May 17, 2022  
**FROM:** Jennifer R Hilinski Shirley  
**TO:** Scott Nolan, Clerk of Town Council  
**SUBJECT:** Suspense List FY 2021/2022  
**CC:** Michael Maniscalco, Town Manager  
Patricia Perry, Director of Finance  
**# OF PAGES:** 5

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 Town Council's consideration and approval to transfer **\$8,482.99** to a Suspense Collection, as the accounts have been deemed uncollectable. The requested accounts have been deemed uncollectable as the owner(s) are deceased, we have notified Probate Court and/or the fiduciary of the estate.

While the accounts will be transferred to suspense per State of Connecticut §12-165 the **accounts remain collectable** in our tax software system for fifteen years from the due date. The transfer to suspense is an efficiency measure and serves to relieve the Town from having to continue to attempt to bill.

Grand List of October 1, 2015	Personal Property	\$ 78.40
Grand List of October 1, 2016	Personal Property	\$ 71.97
Grand List of October 1, 2017	Personal Property	\$ 102.10
	Motor Vehicle	\$ 67.43
	Supplemental MV	\$ 123.11
	<b>Total</b>	<b>\$ 292.64</b>
Grand List of October 1, 2018	Personal Property	\$ 130.52
	Motor Vehicle	\$ 1,131.15
	Supplemental MV	\$ 242.43
	<b>Total</b>	<b>\$ 1,504.10</b>

Grand List of October 1, 2019	Personal Property	\$ 171.60
	Motor Vehicle	\$ 2,326.23
	Supplemental MV	\$ 211.82
	<b>Total</b>	<b>\$ 2,709.65</b>

Grand List of October 1, 2020	Personal Property	\$ 14.39
	Motor Vehicle	\$ 3,593.80
	Supplemental MV	\$ 218.04
	<b>Total</b>	<b>\$ 3,826.23</b>

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**Process Suspense Report**

Date: 05/17/2022 Time: 09:07:55

Page: 1

TOWN OF SOUTH WINDSOR Condition (s): Year: 2020, Type: 88 - MV/MVS, Order: Bill Number, Total Only: No, Recap by Dist: No

Bill #	Dst Name	Code	Reason	Date	Town Due/Susp	Dist Due/SuspSewer Due/Susp	Total
2017-03-0504473	COHEN DAVID E	DE	DECEASED	05/17/2022	67.43		
<b>MOTOR VEHICLE</b>	<b># Of Acct: 1</b>				<b>67.43</b>		
2017-04-0084020	WEIS CHARLES B JR	DE	DECEASED	05/17/2022	74.59		
2017-04-0084021	WEIS CHARLES B JR	DE	DECEASED	05/17/2022	48.52		
<b>MOTOR VEHICLE SUPPL</b>	<b># Of Acct: 2</b>				<b>123.11</b>		
<b>YR : 2017</b>	<b>TOTAL : 3</b>				<b>190.54</b>		
2018-03-5004458	COHEN DAVID E	DE	DECEASED	05/17/2022	61.22		
2018-03-5004933	COVILLE ALBERT F JR	DE	DECEASED	05/17/2022	30.80		
2018-03-5008748	GILLIAM ESSIE J	DE	DECEASED	05/17/2022	88.94		
2018-03-5017070	ODDO SALVATORE J	DE	DECEASED	05/17/2022	538.23		
2018-03-5019357	RIAN BIRGER A	DE	DECEASED	05/17/2022	244.09		
2018-03-5024441	WEIS CHARLES B JR	DE	DECEASED	05/17/2022	78.93		
2018-03-5024442	WEIS CHARLES B JR	DE	DECEASED	05/17/2022	88.94		
<b>MOTOR VEHICLE</b>	<b># Of Acct: 7</b>				<b>1,131.15</b>		
2018-04-0083473	SMITH MAUREEN L	DE	DECEASED	05/17/2022	242.43		
<b>MOTOR VEHICLE SUPPL</b>	<b># Of Acct: 1</b>				<b>242.43</b>		
<b>YR : 2018</b>	<b>TOTAL : 8</b>				<b>1,373.58</b>		
2019-03-5004433	COHEN DAVID E	DE	DECEASED	05/17/2022	57.58		
2019-03-5004892	COVILLE ALBERT F JR	DE	DECEASED	05/17/2022	28.79		
2019-03-5005699	DECKER EVELYN B	DE	DECEASED	05/17/2022	713.28		
2019-03-5007570	FANTASIA SALLY J	DE	DECEASED	05/17/2022	92.05		
2019-03-5008904	GILLIAM ESSIE J	DE	DECEASED	05/17/2022	82.96		
2019-03-5015049	MARTINO JEAN	DE	DECEASED	05/17/2022	80.31		
2019-03-5016345	MOZZICATO ANTHONY I	DE	DECEASED	05/17/2022	251.14		
2019-03-5018448	PETERS CLIFFORD J	DE	DECEASED	05/17/2022	75.00		
2019-03-5021899	SMITH MAUREEN L	DE	DECEASED	05/17/2022	92.81		
2019-03-5021900	SMITH MAUREEN L	DE	DECEASED	05/17/2022	228.04		
2019-03-5021901	SMITH MAUREEN L	DE	DECEASED	05/17/2022	468.20		
2019-03-5024741	WEIS CHARLES B JR	DE	DECEASED	05/17/2022	82.96		
2019-03-5024742	WEIS CHARLES B JR	DE	DECEASED	05/17/2022	73.11		
<b>MOTOR VEHICLE</b>	<b># Of Acct: 13</b>				<b>2,326.23</b>		
2019-04-8000637	CONVERTINO NICHOLAS D	DE	DECEASED	05/17/2022	129.17		
2019-04-8003121	VANDERJAGT MARINUS	DE	DECEASED	05/17/2022	82.65		
<b>MOTOR VEHICLE SUPPL</b>	<b># Of Acct: 2</b>				<b>211.82</b>		
<b>YR : 2019</b>	<b>TOTAL : 15</b>				<b>2,538.05</b>		
2020-03-0051026	ARNESSEN BRET C	DE	DECEASED	05/17/2022	21.71		
2020-03-0052580	BRIGGS HAROLD A	DE	DECEASED	05/17/2022	56.03		
2020-03-0054464	CONVERTINO NICHOLAS D	DE	DECEASED	05/17/2022	111.31		
2020-03-0055473	DECKER EVELYN B	DE	DECEASED	05/17/2022	765.91		
2020-03-0060835	JACKSON JAMES H	DE	DECEASED	05/17/2022	439.18		
2020-03-0062055	KENNEDY TIMOTHY	DE	DECEASED	05/17/2022	90.11		
2020-03-0063776	LUKE PETER A	DE	DECEASED	05/17/2022	50.35		
2020-03-0063777	LUKE PETER A	DE	DECEASED	05/17/2022	42.40		
2020-03-0063778	LUKE PETER A	DE	DECEASED	05/17/2022	285.09		
2020-03-0064525	MARTINO JEAN	DE	DECEASED	05/17/2022	80.26		
2020-03-0065780	MOZZICATO ANTHONY I	DE	DECEASED	05/17/2022	221.48		

**Process Suspense Report**

TOWN OF SOUTH WINDSOR Date: 05/17/2022 Time: 09:07:55

Page: 2

Condition (s): Year: 2020, Type: 88 - MV/MVS, Order: Bill Number, Total Only: No, Recap by Dist: No

Bill #	Dst Name	Code	Reason	Date	Town Due/Susp	Dist Due/SuspSewer Due/Susp	Total
2020-03-0066757	OLIVEIRA ROBERT E	DE	DECEASED	05/17/2022	302.88		
2020-03-0067954	PIECHOWSKI JOHN G	DE	DECEASED	05/17/2022	95.41		
2020-03-0068055	PITTS HEIDI A	DE	DECEASED	05/17/2022	82.91		
2020-03-0071161	SMITH MAUREEN L	DE	DECEASED	05/17/2022	475.14		
2020-03-0071754	SUAREZ ADA	DE	DECEASED	05/17/2022	107.90		
2020-03-0071755	SUAREZ ADA	DE	DECEASED	05/17/2022	59.06		
2020-03-0072134	TAYLOR CLARICE G	DE	DECEASED	05/17/2022	200.66		
2020-03-0073214	VANDERJAGT MARINUS	DE	DECEASED	05/17/2022	106.01		
<b>MOTOR VEHICLE</b>	<b># Of Acct: 19</b>				<b>3,593.80</b>		
2020-04-0083896	TOMEL JUSTIN P	DE	DECEASED	05/17/2022	218.04		
<b>MOTOR VEHICLE SUPPL # Of Acct: 1</b>					<b>218.04</b>		
<b>YR : 2020</b>	<b>TOTAL : 20</b>				<b>3,811.84</b>		
<b>Grand Total: 46</b>					<b>7,914.01</b>		



**Process Suspense Report**

TOWN OF SOUTH WINDSOR Date: 05/17/2022 Time: 09:08:15

Condition (s): Year: 2020, Type: 02 - PP, Order: Bill Number, Total Only: No, Recap by Dist: No

Page: 1

Bill #	Dst Name	Code	Reason	Date	Town Due/Susp	Dist Due/SuspSewer Due/Susp	Total
2015-02-0400787	KRAWNSKI WILLIAM J	DE	DECEASED	05/17/2022	78.40		
PERSONAL PROPERTY	# Of Acct: 1				78.40		
YR : 2015	TOTAL : 1				78.40		
2016-02-0040732	KRAWNSKI WILLIAM J	DE	DECEASED	05/17/2022	71.97		
PERSONAL PROPERTY	# Of Acct: 1				71.97		
YR : 2016	TOTAL : 1				71.97		
2017-02-0040740	KRAWNSKI WILLIAM J	DE	DECEASED	05/17/2022	102.10		
PERSONAL PROPERTY	# Of Acct: 1				102.10		
YR : 2017	TOTAL : 1				102.10		
2018-02-0040744	KRAWNSKI WILLIAM J	DE	DECEASED	05/17/2022	130.52		
PERSONAL PROPERTY	# Of Acct: 1				130.52		
YR : 2018	TOTAL : 1				130.52		
2019-02-0040762	KRAWNSKI WILLIAM J	DE	DECEASED	05/17/2022	160.24		
2019-02-0040770	LADY FLAVA RADIO NETWORK LLC	DE	DECEASED	05/17/2022	11.36		
PERSONAL PROPERTY	# Of Acct: 2				171.60		
YR : 2019	TOTAL : 2				171.60		
2020-02-0040776	LADY FLAVA RADIO NETWORK LLC	DE	DECEASED	05/17/2022	14.39		
PERSONAL PROPERTY	# Of Acct: 1				14.39		
YR : 2020	TOTAL : 1				14.39		
Grand Total: 7					568.98		

Milford: 203-783-1200  
Westport: 203-227-9545



Meet our COVID-19 Response Team and get important news and information.

# Juneteenth to Become State Holiday in Connecticut

By: Rebecca Goldberg

May 9, 2022

Juneteenth is slated to become a state holiday in Connecticut starting in 2023. Although prior efforts had failed, the General Assembly recently passed a bill to elevate Juneteenth from a commemorative day to a state holiday. Support was nearly unanimous, with the bill passing in the House by a vote of 148-1 and in the Senate by a vote of 30-1. Governor Lamont is expected to sign. Juneteenth became a federal holiday in 2021.

Juneteenth will be observed on June 19<sup>th</sup> or the nearest Friday or Monday if it falls on the weekend. As a state holiday, schools are required by state law either to close or to "hold a suitable nonsectarian educational program in observance of [the] holiday." Banks and credit unions in the state will close.

There is no general legal obligation for other employers in Connecticut to close or provide holiday pay; however, employers should consult their handbooks to determine whether they enumerate specific holidays for closure/premium pay or whether they refer to state holidays. In the latter case, Juneteenth would now be added to such a list. Municipal employers should also consult their charters to determine whether the designation of Juneteenth as a state holiday results in any specified operational impact. Unionized employers should consult their collective bargaining agreements to determine whether the designation as a state holiday requires different treatment. If not, such employers should be prepared for the issue to reach the bargaining table.

Ultimately, the decision as to whether and how to recognize Juneteenth is at the discretion of each employer unless there is a requirement to observe the holiday found in a collective bargaining agreement or other source of law. Employer considerations addressing Juneteenth in their workplaces is described in more detail [here](#).

## Contact Berchem Moses PC

The best way to get guidance on your specific legal issue is to contact a lawyer.

Name\*

Phone\*

Email\*





***Substitute House Bill No. 5205***

***Public Act No. 22-30***

***AN ACT CONCERNING FAIR RENT COMMISSIONS.***

Be it enacted by the Senate and House of Representatives in General Assembly convened:

Section 1. Section 7-148b of the general statutes is repealed and the following is substituted in lieu thereof (*Effective October 1, 2022*):

(a) For purposes of this section and sections 7-148c to 7-148f, inclusive, "seasonal basis" means housing accommodations rented for a period or periods aggregating not more than one hundred twenty days in any one calendar year and "rental charge" includes any fee or charge in addition to rent that is imposed or sought to be imposed upon a tenant by a landlord.

(b) [Except as provided in subsection (c) of this section, any] Any town, city or borough may, and any town, city or borough with a population of twenty-five thousand or more, as determined by the most recent decennial census, shall, through its legislative body, [create] adopt an ordinance that creates a fair rent commission. [to] Any such commission shall make studies and investigations, conduct hearings and receive complaints relative to rental charges on housing accommodations, except those accommodations rented on a seasonal basis, within its jurisdiction, which term shall include mobile manufactured homes and mobile manufactured home park lots, in

***Substitute House Bill No. 5205***

order to control and eliminate excessive rental charges on such accommodations, and to carry out the provisions of sections 7-148b to 7-148f, inclusive, section 47a-20 and subsection (b) of section 47a-23c. The commission, for such purposes, may compel the attendance of persons at hearings, issue subpoenas and administer oaths, issue orders and continue, review, amend, terminate or suspend any of its orders and decisions. The commission may be empowered to retain legal counsel to advise it.

(c) Any town, city or borough [in which the number of renter-occupied dwelling units is greater than five thousand, as determined by the most recent decennial census, and which does not have a fair rent commission on October 1, 1989, shall, on or before June 1, 1990, conduct a public hearing or public hearings and decide by majority vote of its legislative body whether to create a fair rent commission as provided in subsection (a) of this section. Any such town, city or borough which fails to act pursuant to the requirements of this subsection shall, not later than June 1, 1991, create such fair rent commission] required to create a fair rent commission pursuant to subsection (b) of this section shall adopt an ordinance creating such commission on or before July 1, 2023. Not later than thirty days after the adoption of such ordinance, the chief executive officer of such town, city or borough shall (1) notify the Commissioner of Housing that such commission has been created, and (2) transmit a copy of the ordinance adopted by the town, city or borough to the commissioner.

(d) Any two or more towns, cities or boroughs not subject to the requirements of subsection [(c)] (b) of this section may, through their legislative bodies, create a joint fair rent commission.



*Town of Windsor, CT  
Tuesday, May 10, 2022*

## Chapter 2. Administration

### Article V. Fair Rent Commission

#### Sec. 2-41. Establishment.

[Ord. No. 88-1, § 1, 3-7-1988]

Pursuant to the provisions of Sections 7-148b to 7-148f of the Connecticut General Statutes, there is hereby established a Fair Rent Commission for the purpose of regulating and eliminating excessive rental charges for residential property within the Town of Windsor.

#### Sec. 2-42. Membership.

[Ord. No. 88-1, § 2, 3-7-1988]

The Fair Rent Commission shall consist of seven members and three alternates, all of whom shall be electors of the Town of Windsor. Of the seven regular members, two shall be landlords and two shall be tenants and three shall be neither landlords nor tenants. Among the alternate members, at least one shall be a landlord and one shall be a tenant and one shall be neither.

In addition, not more than four of said regular members and not more than two of said alternates shall be registered members of the same political party. The members and alternates shall be appointed by the Town Council. At least five members or seated alternates shall constitute a quorum.

#### Sec. 2-43. Definitions.

[Ord. No. 88-1, § 3, 3-7-1988]

Unless the context specifically indicates otherwise, the meaning of the terms used in this article shall be as follows:

- (a) COMMISSION — The Fair Rent Commission of the Town.
- (b) HOUSING ACCOMMODATION — Any building or structure wholly or in part containing living quarters occupied or fairly intended for occupancy as a place of residence, and including any land or building appurtenant thereto, except the following:
  - (1) A hospital, convent, monastery, asylum, public institution operated exclusively for charitable or educational purposes.
  - (2) Any housing accommodations owned and operated by the United States, the State of Connecticut, the housing authority of the Town of Windsor, the Town of Windsor or any agency or political subdivision of said governmental entities.
  - (3) Housing accommodations exempted by Section 7-148b of the Connecticut General Statutes, as amended.
  - (4) Any building or structure which contains three units or less at least one of which is occupied by the owner of said building or structure.

- (c) LANDLORD — Any person who leases, subleases, rents or permits the occupancy of any housing accommodation, including a person who manages a housing accommodation owned by someone else.
- (d) TENANT — Any person who leases or rents, whether by written or oral lease, any housing accommodation, as a residence for himself/herself and/or his or her immediate family.
- (e) RENT OR RENTAL CHARGES — Any consideration, monetary or otherwise, including any bonus, benefit or gratuity, demanded or received for the use or occupancy of any housing accommodations.

## Sec. 2-44. Terms of members.

[Ord. No. 88-1, § 4, 3-7-1988]

The initial members of the Fair Rent Commission shall serve for terms as follows:

- (a) Two members for a term of one year from the enactment of this article;
- (b) Two members for a term of two years from the enactment of this article; and
- (c) Three members for a term of three years from the enactment of this article.

Alternate members shall serve a term of three years. Following the completion of the terms of the initial members, all regular members shall serve terms of three years.

## Sec. 2-45. Filling vacancies, removing members.

[Ord. No. 88-1, § 5, 3-7-1988]

The Town Council shall fill all vacancies in the membership of the Commission in the same manner as provided for in Section 6-1 of the Town Charter for the filling of vacancies and may remove any member in the manner provided in Section 6-3 of the Town Charter.

## Sec. 2-46. Powers and duties.

[Ord. No. 88-1, § 6, 3-7-1988; Ord. No. 88-2, § 1, 5-16-1988]

Pursuant to 7-148b through 7-148e, General Statutes, the Commission shall have the following powers:

- (1) To make such studies and investigations into rentals charged for housing accommodation within the Town as it deems appropriate to carry out its responsibilities hereunder.
- (2) To receive complaints, inquiries and other communications concerning alleged excessive rental charges in housing accommodations within the Town.
- (3) To conduct hearings on complaints or requests for investigations submitted to it by any tenant or any landlord. One week notice by registered or certified mail, postage prepaid, shall be given to the parties involved in such complaint. If any notice is returned without having been delivered, the Commission may arrange for service by a deputy sheriff, constable of the Town, or indifferent person in the same manner as is provided in the General Statutes of the state for service of process in a civil action.
- (4) To request the assistance of any department of the Town government, including any available records, information or expert witness which the department may have in its employ.
- (5) To administer oaths.



- (6) To subpoena witnesses and compel their attendance at said hearings and to compel the production of any books or documents relating to any matter before the Commission.
- (7) To determine, after a hearing, whether the rent for any housing accommodation is so excessive as to be harsh and unconscionable.
- (8) To order a reduction of any excessive rent which is deemed to be harsh and unconscionable (as determined according to standards described in Section 2-47) to an amount the Commission considers fair and equitable. However, the Commission shall not have the power to waive any rent which has become due prior to the filing date of the complaint. In its discretion, the Commission may make the order retroactive to the date of the tenant's complaint. Such order shall be in effect for a period of one year from its effective date, except if the Commission shall pursuant to a subsequent petition by the landlord or tenant at any time, order that the rent be changed.
- (9) To dismiss a complaint.
- (10) To continue, review, amend, terminate or suspend all its orders and decisions.
- (11)
  - (a) If the Commission determines after a hearing that a housing accommodation fails to comply with the town's Housing Code laws or any state or municipal statute or regulation relating to health and safety, the Commission may order the tenant to pay the fair and equitable rent, as determined by the Commission, to the Commission.
  - (b) The Commission shall hold such rent in an escrow account, as hereinafter provided, until the landlord makes such repairs as are required to bring the housing accommodation into compliance with such laws, statutes, or regulations.
  - (c) If the landlord shall have corrected such violations after the order reducing the rent, and if the rent had been reduced solely because of such violations, the landlord may petition the Commission for the reinstatement of the original rent and for the payment to him/her of the rent held in the escrow account.
  - (d) If the landlord shall have corrected such violations after the order for reducing the rent, but the rent had not been reduced solely because of such violations, the landlord may petition the Commission for an order fixing a fair and equitable rent for such housing accommodation in light of its condition at the time of the landlord's petition, and for the payment to him of the rent held in escrow account.
  - (e) In any case arising under this subsection, upon reasonable determination of the Commission, the original rent or such fair and equitable rent as determined by the Commission, may be ordered into effect retroactive, at the discretion of the Commission, to the date of the petition for reinstatement. No such reinstatement shall be effective until after a hearing is held by the Commission in accordance with the provisions of subsection (3) hereof.
- (12) To deposit into escrow account rent paid to the Commission by tenants when their landlord refuses to accept it or the landlord requests in writing that the Commission hold the rent until the complaint or claim can be resolved either through mediation or hearing.
- (13) To establish an escrow account with a local bank or financial institution into which it shall deposit all rents or other funds paid to it pursuant to subsection (11), (12), and (13) hereof. If rent is deposited into the escrow account pursuant to subsection (11), such funds shall be released to the landlord if (a) he shall be successful in an appeal to the court or (b) if the Commission shall order such release after petition in accordance with subsection (12) hereof. If rent is deposited into the escrow account pursuant to subsection (13) or (14), such funds shall be withdrawn from the escrow account and paid to the landlord upon written request from the landlord.
- (14) Interest earned on said escrow account shall be awarded to the landlord.
- (15) To require the Town attorney to institute, and the Town attorney shall then institute, an action in any court of equity for either a temporary or final injunction, restraining violation of or directing

compliance with any order made pursuant to any provision of this article. Such direction to the Town attorney shall be written by the Chairman of the Commission or by his designee upon the majority vote of the Commission.

- (16) Attempt through the process of conciliation and negotiation between a tenant and a landlord, to arrive at a rental agreement which is mutually acceptable to said tenant and landlord initiating the formal hearing process.
- (17) To exercise all the powers given a Fair Rent Commission under Connecticut General Statutes Section 7-148b to 7-148f and Section 47a-23c(b) as they may be amended from time to time.

## Sec. 2-47. Standards.

[Ord. No. 88-1, § 7, 3-7-1988]

In determining whether a rental charge is so excessive, with due regard to all the circumstances, as to be harsh and unconscionable, a Fair Rent Commission shall consider all factors set forth in Section 7-148c of the Connecticut General Statutes, as amended.

## Sec. 2-48. Eligibility to file complaint.

[Ord. No. 88-1, § 8, 3-7-1988]

Any tenant, except those who live in a building or structure exempt under Section 2-43(b) of this article, shall be eligible to file a complaint with the Commission.

## Sec. 2-49. Penalties.

[Ord. No. 88-1, § 9, 3-7-1988]

Any person who violates any order of rent reduction or rent suspension by demanding, accepting or receiving an amount in excess thereof while such order remains in effect, and no appeal pursuant to Connecticut General Statutes Section 7-148e is pending, or violates any other provision of Connecticut General Statutes Sections 7-148b to 7-148e, inclusive, and Connecticut General Statutes Section 47a-20, or who refuses to obey any subpoena, order or decision of a Commission pursuant thereto, shall be fined not less than \$25 not more than \$100 for each offense. If such offense continues for more than five days, it shall constitute a new offense for each day it continues to exist thereafter.

## Sec. 2-50. through Sec. 2-59. (Reserved)



TOWN OF SOUTH WINDSOR

AN ORDINANCE REGARDING PUBLIC SAFETY IN MUNICIPAL BUILDINGS

**Section 1. Purpose and Authority**

The purpose of this ordinance is to provide for the good order, peace, health, safety and welfare of the Town and its residents in the management of the business of the Town while inside any Town building; and

**WHEREAS**, Chapter Three, Section 305 of the Town of South Windsor Charter states that the Town Council shall have power to make, alter and repeal ordinances or resolutions not inconsistent with this charter and the general statutes of the state for the execution of the powers vested in it by this charter, for the government of the Town and the management of its business and for the preservation of the good order, peace, health and safety of the Town and its inhabitants; and

**WHEREAS**, The Town of South Windsor Personnel Rules & Regulations states that the Town maintains a zero tolerance policy with respect to violence or the threat of violence in the workplace, by any of its employees, customers, the general public, and/or anyone who conducts business with the Town, and that it is the policy of the Town of South Windsor to promote a safe environment for its employees--free from violence, threats of violence, harassment, intimidation, possession of weapons, and other disruptive behavior in the workplace.

**WHEREAS**, Conn. Gen. Stat. § 7-148(c)(7)(H)(xi), provides the Town with the power to provide for the health of the inhabitants of the municipality and do all things necessary or desirable to secure and promote the public health; and

**WHEREAS**, Conn. Gen. Stat. § 7-148(c)(7)(H)(xiii), provides the Town with the power to make and enforce police, sanitary and similar regulations and protect or promote the peace, safety, good government and welfare of the municipality and its inhabitants; and

**WHEREAS**, Article First, Section 15, of the Connecticut Constitution grants every citizen the right to bear arms in defense of himself and the state; and

**WHEREAS**, the federal Gun-Free School Zones Act, 18 U.S.C. §922(q)(2)(A) prohibits anyone from knowingly possessing a firearm at a place the person knows, or has reasonable cause to believe, is a "school zone"; and

**WHEREAS**, Conn. Gen. Stat. §29-35(a) prohibits the carrying of a pistol or revolver without a valid permit or license to carry such pistol or revolver issued pursuant to Conn. Gen. Stat §29-28; and

**WHEREAS**, Conn. Gen. Stat. §29-35(b) states that the holder of a permit issued pursuant to section 29-28 shall carry such permit upon one's person while carrying such pistol or revolver, and shall present his or her permit upon the request of a law enforcement officer who has reasonable suspicion of a crime for purposes of verification of the validity of the permit or identification of the holder, provided such holder is carrying a pistol or revolver that is observed by such law enforcement officer; and

**WHEREAS**, Conn. Gen. Stat. §29-28(e) states that the issuance of any permit to carry a pistol or revolver does not thereby authorize the possession or carrying of a pistol or revolver in any premises where the possession or carrying of a pistol or revolver is otherwise prohibited by law or is prohibited by the person who owns or exercises control over such premises

## **Section 2. Definitions**

“Municipal building” for purposes of this ordinance, shall be the same as set forth in Conn. Gen. Stat. §7-122b, as may be amended from time to time, and means any building or facility, owned or leased by a municipal government in the state of Connecticut and open to the public or intended for such use, inclusive of any municipally owned outbuildings, sheds, warehouses, garages or buildings of a temporary nature located within the Town of South Windsor;

“Assault Weapon” for purposes of this ordinance shall be the same as set forth in Conn. Gen. Stat. §53-202a, as may be amended from time to time, and

“Deadly weapon” for purposes of this ordinance shall have the same meaning as set forth in Conn. Gen. Stat. §53a-3(6), and means any weapon, whether loaded or unloaded, from which a shot may be discharged, or a switchblade knife, gravity knife, billy, blackjack, bludgeon, or metal knuckles, or electronic defense weapon . The definition of “deadly weapon” in this ordinance shall be deemed to not apply to the lawfully, permitted carrying of a pistol, revolver or electronic defense weapon;

“Disorderly conduct” for the purposes of this ordinance shall have the same meaning as set forth in Conn. Gen. Stat. §53a-182

“Electronic defense weapon” refers to any weapon which by electronic impulse or current is capable of immobilizing a person temporarily, including a stun gun or other conductive energy device;

“Peace Officer” for purposes of this ordinance shall be the same as set forth in Conn. Gen. Stat. §53a-3(9), as may be amended from time to time, and

“Firearm” for purposes of this ordinance shall be the same as set forth in Conn. Gen. Stat. §53a-3(19), as may be amended from time to time, and



“Pistol or revolver” for purposes of this ordinance shall be the same as set forth in Conn. Gen. Stat. §53a-3(18), as may be amended from time to time, and

“Employee” of the Town of South Windsor for purposes of this ordinance shall be the same as set forth in the South Windsor Code of Ethics and means any person receiving a salary or wages from the town for services rendered, whether full-time or part-time.

“Official” for purposes of this ordinance shall be the same as set forth in the South Windsor Code of Ethics, and means any person holding elective or appointive office in the government of the town, except justices of the peace, and shall include the town treasurer, the town attorney, the town clerk, and members and alternate members, if any, of the town council, the board of education, the town planning and zoning commission, the zoning board of appeals, the board of library directors, the housing authority, committees appointed to oversee the construction or improvement of town facilities, or any board, commission or agency that exercises legislative or judicial functions or financial authority.

### **Section 3. Prohibitions, Rules and Regulations**

- a. No person shall knowingly possess a firearm at a place the person knows, or has reasonable cause to believe, is a “school zone” as defined in federal law 18 U.S.C. §922(q)(2)(A).
- b. No person shall possess an electronic defense weapon, pistol or revolver while inside any municipal building without a valid permit to carry such electronic defense weapon, pistol or revolver.
- c. Any person possessing an electronic defense weapon, pistol or revolver while inside any municipal building shall keep such electronic defense weapon, pistol or revolver concealed from view so as to promote peace, good government, and welfare of the Town.
- d. The possession by any person of a deadly weapon, assault weapon, or firearm, other than an electronic defense weapon, pistol or revolver, while inside any municipal building in the Town of South Windsor is hereby prohibited.
- e. The possession by any town employee, of a deadly weapon, assault weapon, or any firearm while inside any municipal building in the Town of South Windsor during their time of employment, is prohibited.
- f. Upon request by any peace officer, any person possessing an electronic defense weapon, pistol or revolver while inside any municipal building will duly provide evidence of a valid permit to carry such electronic defense weapon, pistol or revolver.

- g. Placards providing notice of the prohibitions and rules contained in this ordinance shall be posted at all entrances to all municipal buildings.
- h. The provisions of this ordinance shall not apply to any peace officer charged with the preservation of the public peace while engaged in such peace officer's official duties.

#### **Section 4. Enforcement**

Upon the observed violation of this ordinance by a peace officer, the offending person shall first be asked to comply with the ordinance and the peace officer's instructions.

If the offending person fails to comply with the peace officer's instructions, then such actions shall be considered a violation of this ordinance and shall ~~be~~ result in the offending person being asked to leave the municipal building by the peace officer.

If, after failing to comply with the instructions of the peace officer, and the offending person fails to leave the municipal building, then such action shall constitute a ~~breach of the peace subject to arrest for trespass, and such person shall be guilty of disorderly conduct, punishable under Conn. Gen. Stat. §53a-182 as a Class C misdemeanor with up to three months in jail and \$500 in fines.~~



06 74



JENNIFER R. HILINSKI SHIRLEY, CCMC, CCMO  
COLLECTOR OF REVENUE

SWCT

# MEMO

**DATE:** May 24, 2022  
**FROM:** Carlene Andrulat  
**TO:** Scott Nolan – Clerk of the Council  
**SUBJECT:** Refund Batch #14 for Town Council – June 6, 2022 Agenda  
**CC:** Michael Maniscalco, Town Manager  
Patricia Perry, Director of Finance  
**# 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 14 refunds totaling \$3,164.03, as noted on the attached report. All refund requests received by May 19, 2022 are included.

Collector of Revenue

FY 21-22 Refund Batch 14

June 6, 2022 Town Council Meeting

Name	Bill	Prop Loc/Vehicle Info.	Reason	Over Paid
BALDYGA STANLEY P	2020-03-0051378	2019/C032778/1FT7X2B7KEG28849	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(9.22)
CHASE AUTO	2018-04-0081359	2019/AS97079/JM3KFBGM1X0523328	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(391.55)
CHASE AUTO	2020-03-0061384	2017/AM25678/JM3KFBG1SH0194700	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(565.21)
DESILET COURTNEY M	2020-03-0055691	2016/8512LP/WAUB86GF661108100	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(426.66)
HANNOUSH SUSAN T	2020-03-0059527	2016/763XLM/1CAPJMB52GW356538	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(47.86)
INGUANTI PAUL C	2020-03-0060736	2008/822DBJ/1ZVHT80N685199006	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(10.90)
INGUANTI PAUL C	2020-03-0060737	2014/435BR/1GKKVNEDE4E207869	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(32.98)
JP MORGAN CHASE BANK NA	2020-03-0061386	2018/AM26557/4S3GTAB6X13720211	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(122.36)
JP MORGAN CHASE BANK NA	2020-03-0061412	2018/AR43498/JM3KFBGM410447330	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(47.74)
NISSAN INFINITI LT	2020-04-0082825	2018/AP16718/1N4AL3AP21C46981	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(181.58)
NISSAN INFINITI LT	2020-04-0082826	2018/AP16734/3N1AB7AP21Y266021	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(155.34)
NISSAN INFINITI LT LLC	2020-04-0082857	2018/AZ71305/3N1AB7AP81Y218216	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(73.60)
NISSAN INFINITI LT LLC	2020-04-0082858	2020/BA13255/1N8AY2NE819780931	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(767.16)
TOYOTA LEASE TRUST	2020-03-0072741	2018/AN70557/JTHS85BCJ5004280	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(331.85)
Total of 14 refunds				(3164.03)

Drafted by:

*Carlene Andrusak*

Carlene Andrusak  
Revenue Clerk

Approved by:

*Jennifer R. Hillinski-Shirley*

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

Date: 5/23/22

Date: 5/31/22



## Town Attorney Revisions 06.02.22

### Proposed Amendment

#### **Sec. 2-530. - Local preference bid ordinance.**

Pursuant to the Town of South Windsor Charter, Section 714 and 715, the Town hereby establishes a local bid preference ordinance.

~~A preference is given to South Windsor based bidders for expenditures or revenues of \$5,000.00 or more, as follows:~~

(1) A preference is given to South Windsor based bidders for expenditures of \$5,000.00 or more, as follows:

The town manager shall determine the bidder proposing the lowest bidder for expenditures in the following ordermanner:

- a. Any qualified South Windsor based bidder which has submitted a bid not more than ten percent higher than the low bid from a bidder that is not South Windsor based (such low bid hereinafter the "lowest bid"), provided that the South Windsor based bidder agrees to accept the award of the bid at the amount of the lowest bid. The acceptance shall be submitted in writing to the town manager within ten business days following the release of the bids. If more than one South Windsor based bidder has submitted bids not more than ten percent higher than the lowest bid and has agreed to accept the award of the bid at the amount of the lowest bid, the lowest bidder shall be that one of the South Windsor based bidders whose original bid was the lowest, or.
- b. In the absence of any qualified South Windsor based bidder, then to the bidder with the ~~The lowest bid, der pursuant to the Town of South Windsor Charter Sections 714 and 715.~~

(2) A preference is given to South Windsor based bidders for revenues, as follows:

The town manager shall determine the highest bidder for revenues in the following ordermanner:

- a. Any qualified South Windsor based bidder which has submitted a bid for ~~a lease or the~~ purchase of ~~other~~ goods or services from the Town of South Windsor, or for the lease of South Windsor owned property, not less than ten percent lower than the highest bid from a bidder that is not South Windsor based (such highest bid hereinafter the "highest bid"), provided that the South Windsor based bidder agrees to accept the award at the amount of the highest bid. The acceptance shall be submitted in writing to the town manager within ten

business days following release of the bids. If more than one South Windsor based bidder has submitted a bid not more than ten percent lower than the highest bid and has agreed to accept the award at the amount of the highest bid, the highest bidder shall be that one of the South Windsor based bidder whose original response was the highest, or.

- b. In the absence of any qualified South Windsor based bidder, then to the bidder with the ~~The~~ highest bid~~der~~.



- (3) For the purpose of this ordinance, "South Windsor based bidder" shall, mean a business with its principal place of business operation located within the boundaries of the Town of South Windsor. A business shall not be considered a "South Windsor based bidder" unless evidence satisfactory to the town manager has been submitted with each bid by said business to establish that it has a bona fide principal place of business operating in the Town of South Windsor. Such evidence may include evidence of ownership of, or a long-term lease of, the real estate from which the principal place of business is operated or payment of property taxes on the personal property of the business.
- (4) The local bid preference in section 1.a. or 2.a above shall not apply in those instances where the bid requested involves a cooperative purchasing arrangement between the Town of South Windsor and other municipalities, the State of Connecticut, or municipal organizations such as the Connecticut Conference of Municipalities.
- (5) The local bid preference in section 1.a. or 2.a above shall not apply in any situation where the preference created by said section would violate state or federal law or any existing contracts with the Town of South Windsor.
- (6) Nothing in this ordinance shall be deemed to contravene any provision set forth in the town charter concerning bidding for expenditures ~~or revenues~~ of \$5,000.00 or more.
- (7) To be considered for a local preference, all South Windsor based bidders must be considered qualified, -in the sole discretion of the Town Manager which may include submitting with the bid providing, verification of funds, verification of operating business location in the Town of South Windsor, ability to complete work, evidence of no delinquency in the payment of real estate or personal property taxes, and any other information deemed necessary by the Town Manager, that can be used to determine a bidder's ability to qualify as a South Windsor based bidder, and thoroughly and sufficiently meet and complete the requirements of a request for proposal.
- (7)(8) All bidders shall be required to submit a non-collusion affidavit, on a form provided by the Town Manager, certifying that the bid is not made in collusion with any other bidder, person, or Town official designed to limit independent competition.

## Nolan, Scott

---

**From:** Armstrong, Bonnie  
**Sent:** Wednesday, April 27, 2022 3:45 PM  
**To:** Nolan, Scott; 'Stephanie Weintraub'  
**Subject:** FW: [External]Resignation

Scott & Stephanie,

Please see resignation below from Janice Snyder.

Thanks,

Bonnie

Bonnie L. Armstrong, CCTC  
Town Clerk  
Town of South Windsor  
1540 Sullivan Avenue  
South Windsor, CT 06074

-----Original Message-----

From: Janice Snyder <janice.snyder@cox.net>  
Sent: Wednesday, April 27, 2022 3:36 PM  
To: Armstrong, Bonnie <Bonnie.Armstrong@southwindsor-ct.gov>  
Subject: [External]Resignation

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

Hi Bonnie, please be advised that I am resigning from the Great Hartford transit District Committee effective immediately. Thank you for prompt processing of my resignation.

Best Regards!!

Sent from Jan's iPhone



**Nolan, Scott**

---

**From:** Tony Duarte <tonygolfs@att.net>  
**Sent:** Thursday, June 2, 2022 12:33 PM  
**To:** Nolan, Scott  
**Subject:** [External]Fwd: Park and Rec

**RECEIVED**

**JUN 02 2022**

SOUTH WINDSOR TOWN COUNCIL

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

Sent from my iPhone

Begin forwarded message:

**From:** Ritu Goel <ritugoelrealtor@gmail.com>  
**Date:** March 7, 2022 at 11:39:04 PM EST  
**To:** Tony Duarte <tonygolfs@att.net>  
**Cc:** SandyJ <scjip@cox.net>  
**Subject:** Re: Park and Rec

Thank you guys. My pleasure.

Warm Regards

Ritu Goel

C21 AllPoints Realty

36 West Main Street

Avon CT 06001

Cell: 860-810-8211

Fax: 860-647-7797

ritugoelrealtor@gmail.com

Licensed in CT - #0802890

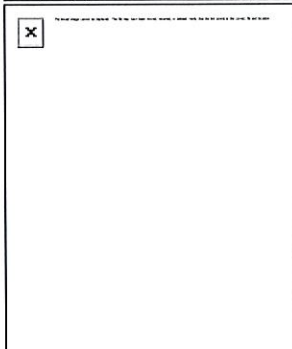
Where buying a house is concerned your dream is my passion!

Visit my web site

<https://www.century21.com/agent/ritu.goel@century21.com>

Down load my mobile app.

<https://www.century21.com/agent/ritu.goel@century21.com>





On Mar 7, 2022, at 10:15 PM, Tony Duarte <tonygolfs@att.net> wrote:

I am sad to hear of your resignation from this commission. I would like to thank you for all your work and time spent on the Park & Rec Commission.

Tony

Sent from my iPhone

On Mar 7, 2022, at 9:55 PM, SandyJ <scjpp@cox.net> wrote:

Ritu, Thank you for all the time you have spent/given to our town on this commission.

Best,  
Sandy

Sent via the Samsung Galaxy Note5, an AT&T 4G LTE smartphone

----- Original message -----

From: Ritu Goel <ritugoelrealtor@gmail.com>

Date: 3/7/22 11:49 AM (GMT-05:00)

To: "Anthony D. Duarte-Chair" <tonyGOLFS@att.net>, Sandy Jeski <scjpp@cox.net>

Subject: Park and Rec

Hi Guys I am resigning from Park and rec Commission. Please consider my email as the resignation.

Thank You,

Ritu Goel

C21 AllPoints Realty

All 8 offices serving whole of CT

Cell-860-810-8211

[ritugoelrealtor@gmail.com](mailto:ritugoelrealtor@gmail.com)

Licensed in CT - #0802890

Where buying a house is concerned your dream is my passion!

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**Resolution Waiving the Competitive Bidding Process for Sidewalk Replacement and Authorizes the Town Manager to Sign & Execute an Agreement**

**WHEREAS**, The Engineering Department Advertised for Bids for Concrete Sidewalk Replacement in April 2022 and No Bids were received at the time they were due on April 21, 2022; and

**WHEREAS**, the Engineering Department thinks there were no bidders because of the increased demand for concrete sidewalk replacements in the area and a reduction in the number and size of the contractors who perform concrete sidewalk replacements in the area; and

**WHEREAS**, Hathaway Landscaping LLC has been performing Miscellaneous Concrete Sidewalk Replacement in South Windsor under contract from a previous bid in 2020 that has expired; and

**WHEREAS**, Hathaway Landscaping LLC has agreed to continue to perform Concrete Sidewalk Replacement for the Town of South Windsor under mutually beneficial and agreed prices for 2022; and

**NOW, THEREFORE BE IT RESOLVED**, that the Town Council finds it is in the Town's best interest to waive competitive bidding for the Replacement of Concrete Sidewalks and enter into an agreement with Hathaway Landscaping LLC for this work in 2022.

**BE IT FURTHER RESOLVED**, that the Town Council authorizes the Town Manager, Michael Maniscalco to sign an agreement and other documents necessary to complete this work.