

AGENDA

TOWN COUNCIL
COUNCIL CHAMBERS
SOUTH WINDSOR TOWN HALL

REGULAR MEETING
MONDAY, OCTOBER 17, 2016
TIME: 7:00 P.M.

1. Call Meeting to Order
2. Prayer: TBD
3. Pledge of Allegiance
4. Roll Call
5. Public Input
[Per Town Council Rules, this segment of the meeting shall not exceed thirty (30) minutes unless extended by the Mayor, with the consent of a majority of the Town Council.]
6. Environmental Health & Safety Message
7. Adoption of Minutes of Previous Meetings
8. Public Petitions
9. Communications from Officers and Boards Directly Responsible to Council
10. Reports from Standing Committees
11. Reports of Temporary Committees
12. Consent Agenda
[All items listed with an asterisk (*) are considered to be 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 General Order of Business and be considered in its normal sequence on the Agenda.]
13. Unfinished Business
 - A. Resolution Appointing McGivney & Kluger, P.C. as Town Attorney
14. New Business
 - A. Resolution Appointing Joshua Johnson (D) to the Mass Transit and Highway Advisory Board and Postponing Consideration of this Motion until the Town Council's Next Regularly Scheduled Meeting

AGENDA
Regular Meeting – Town Council
Monday, October 17, 2016

14. New Business *(Continued)*

- B. Resolution Accepting the Resignation of Wayne McKinney (D) from the South Windsor Agricultural Land Preservation Advisory Commission, Historic District Commission and Demolition Delay Committee
- C. Resolution Accepting the Resignation of Robert O'Connor (R) from the Park & Recreation Commission.
- D. Resolution Setting a Time and Place for a Public Hearing to Receive Citizen Input on an Amendment to Ordinance #169, Section 90-4 – Veterans' Exemption
- E. Resolution Appropriating \$70,000 from the Capital Stabilization Fund
- F. Resolution Approving a Transfer of \$299 from the Recreation Day Camp Supply Account to the Building Maintenance Department Utility Account
- G. Resolution Approving a Transfer of \$299 from the Building Department Operating Materials Account to the Building Maintenance Department Utility Account
- H. Resolution Approving the Transfer of \$336,453 from Various General Fund Operating Budgets to the Capital Lease Operating Budget
- I. Resolution Waiving Competitive Bidding for the Purchase of a New Fire Truck
- J. Resolution Authorizing the Town Manager to Prepare and Advertise Bid Specifications for the Purchase of Equipment for the New Fire Truck
- K. Resolution Approving a Refund of Taxes to Thirteen (13) South Windsor Taxpayers
- L. Discussion Item: Town Council Rules and Procedures Regarding Agenda Item #8 – Public Petitions, *(requested by Councilor Snyder)*
- M. Discussion Item: Chip Sealing (Michael Gantick, Director of Public Works will be present) *(requested by Mayor Delnicki)*
- N. Discussion Item: Regionalization of Health Departments *(requested by Councilor Anwar)*

AGENDA
Regular Meeting – Town Council
Monday, October 17, 2016

15. Passage of Ordinance
16. Communications and Reports from Town Manager
[Per Town Council Rules, this segment of the meeting shall not exceed ten (10) minutes unless extended by the Mayor, with the consent of a majority of the Council.]
17. Public Input
[Per Town Council Rules, this segment of the meeting shall not exceed thirty (30) minutes unless extended by the Mayor, with the consent of a majority of the Town Council.]
18. Communications and Petitions from Council
[Per Town Council Rules, this segment of the meeting shall not exceed twenty (20) minutes unless extended by the Mayor, with the consent of a majority of the Council.]
19. Executive Session
 - A. Personnel Matter (Town Manager's Evaluation)
20. Adjournment

RESOLUTIONS

Monday, October 17, 2016

7. **Adoption of Minutes of Previous Meetings**
(Councilor Carroll)

BE IT RESOLVED that the South Windsor Town Council hereby approves the Minutes of the following Town Council Meetings: Regular Meeting Minutes of September 19, 2016.

8. **Public Petitions**

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

10. **Reports from Standing Committees**

11. **Reports of Temporary Committees**

12. **Consent Agenda**

13. **Unfinished Business**

A. **Resolution Appointing McGivney & Kluger, P.C. as Town Attorney**
(Deputy Mayor Mirek)

BE IT RESOLVED that the South Windsor Town Council appoints McGivney & Kluger, P.C. to the position of Town Attorney for the Town of South Windsor; and

BE IT FURTHER RESOLVED that this appointment will be in accordance to Chapter 5, Section 501 of the Town Charter, and in accordance with the terms agreed to by the Town Council.

14. **New Business**

A. **Resolution Appointing Joshua Johnson (D) to the Mass Transit and Highway Advisory Board and Postponing Consideration of this Motion until the Town Council's Next Regularly Scheduled Meeting**
(Councilor Anwar)

BE IT RESOLVED that the South Windsor Town Council hereby appoints Joshua Johnson (D) to the Mass Transit and Highway Advisory Board for a term ending November 30, 2019 to fill the expired term of Anthony Duarte and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

RESOLUTIONS

Regular Meeting – Town Council
Monday, October 17, 2016

14. New Business (Continued)

B. Resolution Accepting the Resignation of Wayne McKinney (D) from the South Windsor Agricultural Land Preservation Advisory Commission, Historic District Commission and Demolition Delay Committee
(Councilor Havens)

BE IT RESOLVED that the South Windsor Town Council hereby accepts with regret, the resignation of Wayne McKinney (D) from the South Windsor Agricultural Land Preservation Advisory Commission, Historic District Commission and Demolition Delay Committee, said resignation to be effective immediately; and

BE IT FURTHER RESOLVED that the South Windsor Town Council extends its thanks to Wayne McKinney for the time he has dedicated to serving his community.

C. Resolution Accepting the Resignation of Robert O'Connor (D) from the Park & Recreation Commission.
(Councilor Pendleton)

BE IT RESOLVED that the South Windsor Town Council hereby accepts with regret, the resignation of Robert O'Connor (D) (R) from the Park & Recreation Commission, said resignation to be effective immediately; and

BE IT FURTHER RESOLVED that the South Windsor Town Council extends its thanks to Robert O'Connor for the time he has dedicated to serving his community by his membership on the Park & Recreation Commission.

D. Resolution Setting a Time and Place for a Public Hearing to Receive Citizen Input on an Amendment to Ordinance #169, Section 90-4 – Veterans' Exemption
(Councilor Anwar)

BE IT RESOLVED that the South Windsor Town Council hereby sets Monday, November 21, 2016, 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 an amendment to Ordinance #169, Section 90-4 – Veterans' Exemption.

RESOLUTIONS

Regular Meeting – Town Council
Monday, October 17, 2016

14. New Business (Continued)

**E. Resolution Appropriating \$70,000 from the Capital Stabilization Fund
(Councilor Maneeley)**

BE IT RESOLVED that the South Windsor Town Council having conducted the required Public Hearing at 8:00 p.m. on September 19, 2016, hereby approves the appropriation of \$70,000 from the Capital Stabilization Fund to cover costs associated with the construction of a pavilion at Veterans Memorial Park.

**F. Resolution Approving a Transfer of \$299 from the Recreation Day Camp Supply Account to the Building Maintenance Department Utility Account
(Councilor Riley)**

BE IT RESOLVED that the South Windsor Town Council hereby approves a transfer of \$299 from the Recreation Day Camp Supply Account to go into the Building Maintenance Department Utility Account. This transfer will cover costs associated with a cell phone replacement for the Recreation Department.

**G. Resolution Approving a Transfer of \$299 from the Building Department Operating Materials Account to the Building Maintenance Department Utility Account
(Councilor Pendleton)**

BE IT RESOLVED that the South Windsor Town Council hereby approves a transfer of \$299 from the Building Department Operating Materials Account to go into the Building Maintenance Department Utility Account. This transfer will cover costs associated with a cell phone replacement for the Building Department.

**H. Resolution Approving the Transfer of \$336,453 from Various General Fund Operating Budgets to the Capital Lease Operating Budget
(Councilor Carroll)**

BE IT RESOLVED that the South Windsor Town Council hereby approves a transfer of \$336,453 from the following account budgets, to fund over expended amounts in the Capital Lease account for the Fiscal Year 2015/2016:

(Resolution Continued on Next Page)

RESOLUTIONS
Regular Meeting – Town Council
Monday, October 17, 2016

14. H. (Continued)

- Building Department Operating Materials Account to go into the Building Maintenance Department Utility Account. This transfer will cover costs associated with a cell phone replacement for the Building Department
- \$24,105 from the Bond Principal account
- \$23,682 from the Environmental Health FT Salary account
- \$115,000 from the Building Maintenance Utility account
- \$40,000 from the Police Support Vehicle & Equipment account
- \$55,476 from the Police Operations FT Salary account

I. Resolution Waiving Competitive Bidding for the Purchase of a New Fire Engine
(Mayor Delnicki)

WHEREAS, In 2013, the South Windsor Volunteer Fire Department purchased a new Fire Engine with 1500 GPM pump in accordance with the long term plan for the vehicle replacement plan; and

WHEREAS, included in the lease was a tag on purchase term which allows the Town to purchase a new truck without having to go out to bid; and

WHEREAS, the estimated value of the purchase approval request is \$692,000 with an estimated delivery date of December 2017; and

WHEREAS, the South Windsor Volunteer Fire Department recommends waiving the competitive bid process for the purchase of a new Fire Engine with 1500 GPM pump as allowed under a tag on purchase term

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council has determined that waiving competitive bidding is in the Town's best interest; and

BE IT FURTHER RESOLVED that the Town Council hereby authorizes Town Manager, Matthew B. Galligan to negotiate, execute and sign any and all contracts and documents necessary for the purchase of a new Fire Engine with 1500 GPM pump.

RESOLUTIONS
Regular Meeting – Town Council
Monday, October 17, 2016

14. New Business (Continued)

J. Resolution Authorizing the Town Manager to Prepare and Advertise Bid Specifications for the Purchase of Equipment for the New Fire Engine
(Councilor Snyder)

WHEREAS, the South Windsor Fire Department developed a Capital Plan for the purchase of various Fire Department vehicles and equipment; and

WHEREAS, South Windsor Fire Chief, Kevin Cooney, and his staff, have determined that a priority need for the fire safety of South Windsor's businesses and residences is the purchase of equipment for a new Fire Engine; and

WHEREAS, this purchase is in accordance with the long-term plan for equipment replacement that the Fire Department has been following; and

WHEREAS, the estimated cost for the necessary equipment is \$140,000

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby authorizes Town Manager, Matthew B. Galligan to prepare appropriate bid specifications for the purchase of equipment for a new Fire Engine; and

BE IT FURTHER RESOLVED that the South Windsor Town Council authorizes the Town Manager to advertise such bids through the normal appropriate bidding processes of the Town of South Windsor and also authorizes the Town Manager to negotiate, execute and sign any and all contracts and documents necessary for the purchase of this equipment.

K. Resolution Approving a Refund of Taxes to Thirteen (13) South Windsor Taxpayers
(Councilor Pendleton)

BE IT RESOLVED that the South Windsor Town Council hereby approves a refund of property taxes to thirteen (13) South Windsor Taxpayers, the total of said refund being \$1,813.43 and as more fully described on attached **Exhibit A**.

RESOLUTIONS

Regular Meeting – Town Council

Monday, October 17, 2016

14. New Business (Continued)

L. Discussion Item: Town Council Rules and Procedures Regarding Agenda Item #8 – Public Petitions, *(requested by Councilor Snyder)*

M. Discussion Item: Chip Sealing (Michael Gantick, Director of Public Works will be present) *(requested by Mayor Delnicki)*

N. Discussion Item: Regionalization of Health Departments *(requested by Councilor Anwar)*

15. Passage of Ordinance

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17. Public Input

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18. Communications and Petitions from Council

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19. Executive Session

A. Personnel Matter (Town Manager's Evaluation)

20. Adjournment

TAX REFUNDS

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Exhibit A

Honda Lease Trust 600 Kelly Way Holyoke, MA 01040 (Sold 5/2016) 15-510418	162.80	Honda Lease Trust 600 Kelly Way Holyoke, MA 01040 (Sold 2/2016) 15-510525	186.11
Honda Lease Trust 600 Kelly Way Holyoke, MA 01040-9681 (Excess payment) 15-510370	60.38	Honda Lease Trust 600 Kelly Way Holyoke, MA 01040-9681 (Excess payment) 15-510529	60.38
Honda Lease Trust 600 Kelly Way Holyoke, MA 01040-9681 (Excess payment) 15-510528	90.21	Honda Lease Trust 600 Kelly Way Holyoke, MA 01040 (Excess payment) 15-510466	159.06
Honda Lease Trust 600 Kelly Way Holyoke, MA 01040-9681 (Excess payment) 15-510449	393.49	Honda Lease Trust 600 Kelly Way Holyoke, MA 01040-9681 (Excess payment) 15-510441	87.17
Biallas Sackett Deborah 114 Dogwood Lane South Windsor, CT 06074-2315 (Paid twice on-line) 15-501988	177.60	Engel Fritz Stephen 80 Heatherwood Drive South Windsor, CT 06074-1876 (Sold 7/16) 2015-506959	25.16
Elbe Kurt J 450 Foster Rd South Windsor, CT 06074 (Total loss 7/16) 15-506833	54.76	Dixon Michelle M 2257 Ellington Rd South Windsor, CT (OSS RI Reg 7/16) 15-506126	71.41
Honda Lease Trust 600 Kelly Way Holyoke, MA 01040-9681 (Excess payment) 15-510431	284.90		

Mrs. Bonnie F. Rabin, Collector of Revenue Total Refunds: \$1,813.43 Date: 10/17/2016