

AGENDA

TOWN COUNCIL
COUNCIL CHAMBERS
SOUTH WINDSOR TOWN HALL

REGULAR MEETING
MONDAY, October 16, 2017
TIME: 7:00 P.M.

After Roll Call is complete the Town Council will be recognizing Councilor Edward Havens.

1. Call Meeting to Order
2. Prayer: TBD
3. Pledge of Allegiance
4. Roll Call
5. Communications and Reports from Town Manager
6. Public Input (Items Not on the Agenda)
7. Adoption of Minutes of Previous Meetings
(Deputy Mayor Snyder)

BE IT RESOLVED that the South Windsor Town Council hereby approves the Minutes of the following Town Council Meetings: Verbatim Minutes of September 18, 2017; Regular Meeting of September 18, 2017 and October 2, 2017.

8. Public Petitions
9. Communications from Liaisons, Officers and Boards Directly Responsible to Council
10. Reports from Standing Committees
11. Reports of Temporary Committees
12. Public Participation (Items on the Agenda)
13. 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.]

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

Item #5:

Communications and Reports from Town Manager – This segment of the meeting shall not exceed twenty (20) minutes, unless extended by a majority consent of the Council present.

Item #6:

Public Input – A segment of up to twenty (20) minutes (which may be extended by the Mayor with consent of the Council) is set aside to hear from the public on any matter **not on the agenda**. Speaker(s) generally are to limit their comments to three (3) minutes each, and shall avoid personalities or impugning of improper motive to any person.

Item #8:

Public Petitions – A South Windsor Resident or Taxpayer may petition the Council to submit a new item on the agenda as described in Section 312 of the Town Charter.

Item #12:

Public Participation – A segment of up to twenty (20) minutes (which may be extended by the Mayor with consent of the Council) is set aside to hear from the public on any matter **on the agenda**. Speaker(s) generally are to limit their comments to three (3) minutes each, and shall avoid personalities or impugning or improper motive to any person.

Item #17:

Public Input/Participation – A segment of up to ten (10) minutes (which may be extended by the Mayor with consent of the Council) is set aside to hear from the public **on any matter**. Speaker(s) generally are to limit their comments to three (3) minutes each, and shall avoid personalities or impugning or improper motive to any person.

AGENDA
Regular Meeting – Town Council
Monday, October 16, 2017

14. Unfinished Business

15. New Business

A. Resolution Amending and Adopting the Fee Schedule for the Health Department
(Councilor Pendleton)

WHEREAS, it is the policy of the Town of South Windsor to review and amend, as required, the Health Department Fee Schedule when fees are changed or corrections and/or clarifications need to be made to the Fee Schedule; and

WHEREAS, the State of Connecticut has just adopted the FDA Model Food Code which uses a different parameter to classify food service establishments; and

WHEREAS, the Fee Schedule has been amended, as shown in attached **Exhibit A**

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby amends and adopts the Health Department Fee Schedule as shown in attached **Exhibit A**.

B. Resolution Amending and Adopting the Fee Schedule for the Building Department
(Councilor Carroll)

WHEREAS, it is the policy of the Town of South Windsor to review and amend, as required, the Building Department Fee Schedule when fees are changed, or corrections and/or clarifications need to be made to the Fee Schedule; and

WHEREAS, the Certificate of Use Fee was not included in the previous Fee Schedule; and

WHEREAS, the Fee Schedule has been amended, as shown in attached **Exhibit B**

(Resolution Continued on Next Page)

AGENDA

**Regular Meeting – Town Council
Monday, October 16, 2017**

15. B. (Continued)

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby amends and adopts the Building Department Fee Schedule as shown in attached **Exhibit B**.

C. Discussion Item: Cooperative Arrangement Between Municipalities to Combat Cyber-Crime and Increase Investigative Capabilities through the Use of Digital Forensics (*Chief Edwards to be present*)

D. Discussion Item: Amendment to Ordinance #141, Agricultural Land Preservation Advisory Commission (*Town Attorney Morris Borea and Chairman Joseph Kennedy to be present*)

E. Discussion Item: Food Waste Recycling in South Windsor (requested by Councilor Anwar)

16. Passage of Ordinance

17. Public Input/Participation (Any Matter)

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

20. Adjournment

Town Of South Windsor
Health Department
1540 Sullivan Ave.
South Windsor, CT. 06074

PERMIT / PLAN REVIEW FEE SCHEDULE
September 5, 2017

Annual Food Service Establishment Permit:

Class 1	\$75.00
Class 2	\$125.00
Class 3 (1-25 seats)	\$200.00
Class 3 (26-49 seats)	\$225.00
Class 3 (50+ seats)	\$250.00
Class 4	\$275.00

*Seasonal Food Service Establishment Permit (open less than 6 months annually)
will be 50% of the annual class fee.

Catering Permit:	\$200.00	
Temporary Event / Farmer's Market:	\$50.00	*non-profit organizations exempt*
Itinerant Permit:	\$100.00	
Food Service Plan Review:	\$150.00	
Reinspection Fee:	\$100.00	
Well Permit:	\$50.00	
Septic Permit (new)	\$200.00	
Septic Permit (repair)	\$100.00	
Pit/Perc Testing (3 per property)	\$100.00	
Plan Review Per Lot	\$200.00	
B100a	\$50.00	
Pool Inspection:	\$100.00	
Hotel/Motel Inspection:	\$250.00	
Daycare Inspection:	\$50.00	
Cosmetology Inspection:	\$50.00	
Tattoo Filing Fee	\$50.00	

Please make checks payable to "Town of South Windsor"

****Fees do not include State of Connecticut mandated fees or charges****

Building Department

PERMIT FEE SCHEDULE

September 5, 2017

Building Permit: \$60.00 for the first \$2,000 of estimated cost
\$18.00 per thousand over \$2,000 of estimated cost

Mechanical Permits: \$18.00 per thousand of estimated cost

Certificate of Occupancy Fee: \$30.00

Certificate of Use Fee: \$30.00

Moving of Buildings: \$18.00 per thousand of estimated cost

Demolition: \$18.00 per thousand of estimated cost

Signs: \$18.00 per thousand of estimated cost

Engineering Certificate of Occupancy Inspection Fee: \$40.00/Residential
\$60.00/Commercial

Fees include State of Connecticut mandated fees or charges which is \$0.26 per thousand as of this date