

REVISED AGENDA

TOWN COUNCIL  
COUNCIL CHAMBERS  
SOUTH WINDSOR TOWN HALL

REGULAR MEETING  
MONDAY, April 4, 2022  
TIME: 7:00 P.M.

A Public Hearing will be held at 8:00 p.m. to receive citizen input on the Transfer of Funds in the amount of \$100,370 from the Capital Non-Recurring Account to the Women's Police Department Locker Room Account.

A Public Hearing will be held at 8:00 p.m. to receive citizen input on the proposed Board of Education Budget for Fiscal Year 2022/2023.

1. Call Meeting to Order
2. Pledge of Allegiance
3. Roll Call
4. Mayor's Remarks
5. Adoption of Agenda  
(Councilor Lopez)
6. Communications and Reports from 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, 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 Gamble)

BE IT RESOLVED that the South Windsor Town Council hereby approves the Minutes of the following Town Council Meeting: Regular Meeting Minutes of March 7, 2022

BE IT RESOLVED that the South Windsor Town Council hereby approves the Minutes of the following Town Council Meeting: Board of Education and Town Council Joint Budget Work Session of March 23, 2022.



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** 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, 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 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:

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Item #15:

Second Public Input - on any matter over which the Council has Jurisdiction

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

10. **Reports from Committees**

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 Evans)

Motion to Approve Agenda Item 11.a.A. as a First Reading on the Consent Agenda

a. **First Reading**

**A. Resolution Appointing Damian Humphrey (D) to the Mass Transit & Highway Advisory Commission 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 Damian Humphrey (D) for a term ending November 30, 2023, and postpones consideration of this motion until the Town Council's next regularly scheduled meeting

b. **Second Reading**

None

c. **Miscellaneous**

None

12. **Unfinished Business**

None



**13. New Business**

**A. Resolution Appointing Scott Nolan as Clerk of the Council**  
(Councilor Paterna)

BE IT RESOLVED that the South Windsor Town Council hereby appoints Scott Nolan as Clerk of the Council for a term ending November 5, 2024 to fill the unexpired term of Dominica Zdonek

BE IT FURTHER RESOLVED that the South Windsor Town Council approves a salary of \$58,000 and benefits associated with the Non-Bargaining Unit Members Fringe Benefit Description for Fiscal Year 2021/2022 through 2022/2023.

**B. Discussion Item: General Government Budget (Building, Finance, Planning and Public Works to be present)**

- Building – Page 66
- Finance- Page 70
- Planning- Page 61
- Public Works- Page 135

**C. Discussion Item: Potential Amendment to Local Preference Ordinance**  
(Requested by Councilor Kozikowski)

**D. Resolution Authorizing the Sale, Donation, or Disposal of Surplus Vehicles**  
(Councilor Koboski)

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

**E. Resolution Appointing the Town Attorney**  
(Councilor Lydecker)

BE IT RESOLVED that the South Windsor Town Council appoints {{ }} to the position of Town Attorney for the Town of South Windsor; and

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



**F. Resolution Approving the Appropriation of \$100,370 from the Capital and Non-Recurring Expenditures Account**  
**(Councilor Kozikowski)**

BE IT RESOLVED that the South Windsor Town Council having conducted the required Public Hearing at 8:00 p.m. on April 4, 2022, hereby approves the appropriation of \$100,370 from the Capital and Non-Recurring Expenditure Account to add funding for the Police Department Women's Locker Room Project.

**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, 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 Council**

**17. Executive Session**

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

**A. To Discuss a Personnel Matter (Position of Clerk of the Council).**

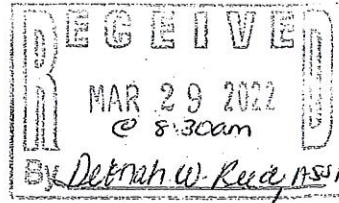
**B. To Discuss the Possible Purchase of Real Estate for the Town pursuant to Connecticut General Statutes §1-210 (b) (7) (Nutmeg Road)**

**C. To Discuss the RFP for the Town Attorney**

**18. Adjournment**







## TO BE PUBLISHED IN THE JOURNAL INQUIRER

March 28, 2022

## LEGAL AD

## TOWN OF SOUTH WINDSOR

BE IT RESOLVED that the South Windsor Town Council hereby sets Monday, April 4, 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 Funds in the amount of \$100,370 from the Capital Non-Recurring Account to the Women's Police Department Locker Room Account

Dated at South Windsor, Connecticut this 28<sup>th</sup> day of March 2022.

Attested to by: \_\_\_\_\_

*Sandra Barone*

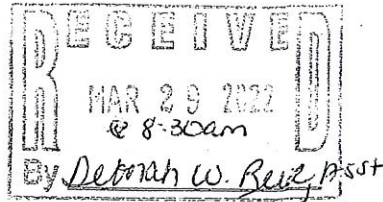
Sandra Barone  
Recording Secretary

| PUBLIC NOTICE   |                                      |
|---|--------------------------------------|
| PUBLIC NOTICE<br>LEGAL AD<br>TOWN OF SOUTH WINDSOR  |                                      |
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| Dated at South Windsor,<br>Connecticut this 28 <sup>th</sup> day of March 2022.   |                                      |
| Attested to by: _____   | Sandra Barone<br>Recording Secretary |
| Journal Inquirer<br>March 28, 2022  |                                      |





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Office of the Town Council  
South Windsor, CT

TO BE PUBLISHED IN THE JOURNAL INQUIRER

March 28, 2022

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Dated at South Windsor, Connecticut this 28<sup>th</sup> day of March 2021.

Attested to by:

  
Katherine Senerth  
Executive Assistant

PUBLIC NOTICE  
LEGAL AD  
TOWN OF SOUTH WINDSOR

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Dated at South Windsor, Connecticut  
this 28<sup>th</sup> day of March 2021.

Attested to by:  
Katherine Senerth  
Executive Assistant

Journal Inquirer  
March 28, 2022





# Town of South Windsor

## Town Manager's Report April 2022



Michael Maniscalco  
Town Manager

**Rte 5 & South Satellite Sink Hole-** Town Staff and the State DOT are working to find a solution to a large sink hole and crushed drainage pipe on Rte 5. Thankfully, DOT is taking responsibility for the job and will begin construction at some point this summer.

**State Meeting Regarding Future of MSW-** The State convened a meeting of a number of communities to discuss alternatives for what to do with municipal solid waste (MSW). It sounds like as a result of this meeting, the State DEEP will release a request for information to developers for solutions to the State's waste problems. Additionally, they will be looking for municipalities to recommend locations within their communities that could potentially work for a MSW solution.

**One Buckland Rd Traffic Light-** I wanted to bring to the attention of the Council that construction has started at One Buckland Road for a new traffic light that will allow traffic coming to South Windsor to take a left into the plaza. This is an important project to ensure that the plaza remains economically viable. The cost of construction for the light is being born by the developer.

**Rye St Park Letter and Clean Up-** As I think many of you remember last year, the Town experienced a number of strong storms. One of those storms seriously damaged many of the trees in Rye St. Park. With spring upon us, the staff are working on clean up from the storms as well as from the winter. Additionally, they are going to implement some temporary fencing around the pond to ensure that youth sports will not have an issue. The resident that sent a letter to the Council has been communicated with related to this work.

### **Collectors Update-**

Below is data reflective of March 29, 2022 compared to March 31, 2021.

| March<br>Tax Collection<br>Rate | 2019<br>Grand List | 2020<br>Grand List |
|---------------------------------|--------------------|--------------------|
| Overall                         | 98.89%             | 99.04%             |
| Real Estate                     | 99.08%             | 99.41%             |
| Personal Property               | 99.14%             | 98.90%             |
| Motor Vehicle                   | 97.82%             | 97.27%             |
| MV Supple                       | 89.43%             | 88.17%             |

Michael Maniscalco, MPA  
Town Manager





## Police Department

Kristian R. Lindstrom  
Chief of Police

### Monthly Statistics January 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

February's numbers are below:

|  |      |
|--|------|
| Total Computer Aided Dispatch Entries: | 2325 |
| 9-1-1 Calls Received:                  | 507  |
| Routine Calls Received/Outgoing:       | 3677 |
| Directed Patrol/Premise Checks:        | 978  |
| Motor Vehicle Stops:                   | 193  |
| Emotionally Disturbed Persons:         | 14   |
| Medical Assists:                       | 222  |
| Suspicious:                            | 63   |
| Alarms:                                | 82   |
| Motor Vehicle Accidents:               | 44   |
| Welfare Check:                         | 36   |
| Assist Outside Agency:                 | 25   |
| Animal Problem:                        | 29   |
| Citizen Assist:                        | 25   |
| Miscellaneous Service:                 | 5    |
| Collision Reports:                     | 21   |
| BOLO:                                  | 16   |
| Disabled Motor Vehicle:                | 22   |
| Larceny - Motor Vehicle                | 0    |
| Larceny:                               | 25   |
| Hazardous Conditions:                  | 20   |
| Pistol Permits:                        | 13   |
| Burglary                               | 4    |
| Burglary - Motor Vehicle               | 2    |
| Civil Matter:                          | 7    |
| 911 Check:                             | 10   |
| Fraud:                                 | 9    |
| Domestic Dispute:                      | 12   |
| Violation of Town Ordinance:           | 5    |
| Sexual Assault                         | 1    |
| Youth Problem:                         | 12   |

### Covid 19 Update:

The month of March marks the end of the second year of the Covid pandemic. Last month's Omicron variant hit the region aggressively and left just as aggressively. With numbers well below

those seen only a couple months ago, the community, state, and nation seem to have moved on from the bulk of the Covid precautions that had been in place for months. Masks are optional, testing has declined, and everyone seems to be emerging from a sense of pandemic induced hibernation with cautious optimism.

While it seems the Community is breathing a tentative sigh of relief and strong willingness to move forward, ample supplies of PPE and test kits remain on hand in the event Covid tries for another strangle hold on the community.

Under CDC direction, after nearly two full years of doing so, Police Dispatchers have discontinued the screening of calls regarding Covid risks prior to officers arriving at a scene or call for service. Police staff will continue to utilize personal protective equipment and practice social distancing when encountering heightened risk factors.

The police department is not blind to 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.

For the time being, Department officials continue to work collaboratively with other local officials to continually monitor community 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





## Police Department

Kristian R. Lindstrom  
Chief of Police

out.

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

March 8<sup>th</sup> was designated as International Women's Day. On this day we recognized all of the women (sworn and civilian) who do their part to make this agency the great agency that it is.

Officer Daniel Cain was promoted to the rank of Corporal. Corporal Cain is a fifteen year veteran of the department and is currently assigned to the department's detective unit. This promotion was just one step in the Chief's efforts to improve the balance of supervisors in the building and staff it in such a manner to ensure the continuity of supervision now and well into the future.

Ofc. Ed Klein's return to duty after being deployed with the military in the horn of Africa. His experience and energy were missed during his absence. We are happy to have him home and we are thankful for his service

This month we felt the absence of Sgt. Cleverdon who is out on extended leave but we hope he will return to duty in the beginning of April.

During the month of March, the police department held a testing and selection process to fill our vacant position on the East Central Narcotics (ECN) Task Force. This position has been vacant since ECN Officer Ben Lovett's untimely and tragic death last summer. After performing extremely well in both written and oral exercises, the officer was selected and will enter into his new undercover role in mid-April.

Victoria Weiss is still scheduled to be hired as our next police officer. We are confident that she will attend New Britain's police academy which starts on April 22, 2022. If by chance that academy class does not take shape, we have confirmed seats at the State's municipal training academy class set to begin on May 12, 2022. Our plan is to hire Victoria as soon as possible. In addition to Victoria, we have another potential hire whose background investigation is well under way. It is

possible that this individual will be hired in time for the May 12 class, however we will not take any shortcuts in vetting this person prior to will being hired.

Officers Grabowski and Myska continue to progress nicely through their respective academy programs. With an authorized strength of 46 sworn members, we currently have 2 in the academy, 1 on light duty (Pregnancy), 2 on extended FMLA (non-work related surgery) and 1 pending (Weiss, V start date TBD). At the moment, we have 40 operational FTE's.

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.

This month two officers, Officer Erika Kuzara and David Johnson, were trained and are now certified, as RAD instructors. RAD (Rape





## Police Department

Kristian R. Lindstrom  
Chief of Police

Aggression Defense) is a nationally recognized program to increase the safety of women. The program does teach some simple self-defense techniques, however it also teaches several non-physical skills intended to empower women to make decisions, take action, and report incidents that are dangerous to them. Our hope is to role this program out in the near future and make the 9 hour training program available to women in the community.

Followers of the department's social media channels may have noticed that this month the police department began a "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.

During the month of March, the "Stop the Bleed" program was taught by Lt. Glenn Buonanducci and provided to several security, administrative, and support staff within the Board of Education. This program teaches life saving skills that can be deployed at a moment's notice by Good Samaritans and staff members who find themselves in the undesired position of being the first on the scene to a life-threatening trauma.

On March 15<sup>th</sup>, police personnel provided extra attention and a degree of overwatch at a vigil held at Town Hall that recognized the conflict going on in Ukraine.

Events like those described above are of particular importance as the local community continues to operate under the increasing stress of the Covid pandemic and the "pandemic fatigue" that people are feeling is very real. 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.

High visibility patrols and traffic enforcement prove beneficial, particularly in the Greater Buckland area as holiday traffic builds during the month of December.

### **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.

This month saw one of those landmark incidents that impact so many in the community. On March 4<sup>th</sup>, our Dispatch center received a 911 call regarding an adult male who appeared to be in the midst of a life threatening cardiac emergency. Within short order, our agency learned that this individual was well known and a friend to all us. Several police officers responded along with fire and EMS personnel and continued the CPR that was already in progress. Several shocks were delivered to the patient and prior to leaving the scene a pulse and spontaneous respirations had been restored. This male was hospitalized, treated, and released from the hospital a few days later. At a personal level, we at the police department were all relieved when we heard of this outcome. At a professional level, this incident clearly illustrated that the "system" works. The 911 system, pre-arrival instructions, early effective CPR and defibrillation, EMS response and





## Police Department

Kristian R. Lindstrom  
Chief of Police

partnership, and simple teamwork between different departments, all worked and saved a life. As is always the case, we have reviewed the case and will both recognize those individuals who deserve the recognition and evaluate what we can do differently to improve "the system."

As the police department continues through the budget approval process in continues to seek fiscal efficiencies anywhere it can. In that vein, Chief Lindstrom recently applied for, and received, a grant through the Department of Justice that will be used to purchase protective equipment for its tactical officers and equipment to be used at events of civil disobedience. The latter is tangential to the police accountability act as the Capital Region Chiefs of Police Association moves forward to address the region's readiness to respond to a large incident of civil disobedience.

As the police department continues to navigate the various implications of the police accountability act, we are continuing to partner with our mental health partner CHR (Community Health Resources) to satisfy the needs of the community. One project that is underway is to acquire a social worker who is embedded in the police department. Through our partnership with CHR, Manchester Police Department, and Vernon Police Department, a grant was received that would place a clinician at SWPD on a part-time basis. The agreement between CHR and SWPD is being drafted and expected to be completed in the near future.

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

With spring weather on the horizon, we will wait to see if car burglaries and catalytic converter thefts spike once again. As was reported last month, the Covid surge in the last 6-8 weeks, it has taken over the headlines and political front page and conversely, the community attention towards car burglaries and car thefts have taken a backseat. It is probable that the winter weather has also worked to help curb this problem that had plagued the region. We will have to wait until Spring to see if the problem re-surfaces. For the time being the police department continues to

monitor the trend in the region and deter crime with high visibility patrols. For the time being, 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 as the Spring approaches if the problem persists

### **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 February 2022**

Streets and Parks crews responded to 2 winter weather events during the month. We are holding out hope that these will be the last ones for the winter season as Spring has officially arrived. However, Mother Nature doesn't always pay attention to the Gregorian calendar.

We are taking a systematic and very calculated shift from winter preparedness to our construction season. This will allow us to complete road repair work with minimal effort needed to switch back to winter mode. With that said, crews have taken advantage of the mild weather getting a jump on much needed catch basin repairs.

Maintainers have been testing equipment for the construction season and taking inventory of tools in need of replacement.

Tree trimming along our roadways and pothole patching continues throughout town.

One streets maintainer and one parks maintainer represented our departments at a public works line-of-duty death in Milford. Over 40 towns paid tribute to this fallen worker and his family.

The sign shop repaired or replaced 87 signs during the period. The shop also assisted the Parks Department with the design and fabrication of a new sign for Porter's Hill on Nevers Road.

Streets and Parks maintainers attended to a resident who took ill in the parking lot in front of the town garage. These men realized quickly that the gentleman was seriously ill. They took the man out of his truck and made an assessment, determining that CPR was necessary. Our AED was used on the victim along with continued CPR until emergency services arrived. The victim had a pulse when he was loaded into the ambulance. It was later reported to us that he was doing well and was actually home less than a week later. Great success story and amazing actions by our maintainers turned miracle workers.

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*



## Finance Department

Patricia Perry  
Director of Finance

### Collector of Revenue

Commercial sewer use bills were mailed the week of March 25th and are due April 1, 2022. The last day to pay without interest is Monday, May 2, 2022.

Tax time is upon us if you need 2021 tax information to complete your income tax return information is available on line <https://www.mytaxbill.org/inet/bill/home.do?town=southwindsor> or send an email to [taxcollector@southwindsor-ct.gov](mailto:taxcollector@southwindsor-ct.gov), please allow 24 business hours for a response. In order for our office to best assist please provide the name(s) and what type of record you are requesting, motor vehicle, real estate and/or personal property tax. If your vehicle is leased tax information is only available via email or in person, please have the VIN number or Connecticut registration number available so we may assist.

Tax information may be purchased from the office during normal business hours, the cost is fifty cents per page.

*Jennifer Hilinski*  
Collector of Revenue

### Assessor

The Town's 2022 Revaluation project has begun and there are currently four appraisers from Vision Government Solutions, working in concert with the Assessor's Office, in South Windsor to verify data on residential and commercial properties. Their vehicle information is on file with the Assessor's Office and South Windsor Police Department. Any resident with questions regarding these contracted personnel is encouraged to call the Assessor's office at x2312 for verification, after regular town hall business hours please contact the South Windsor Police.

Reminder for residents that have sold, or otherwise disposed of a vehicle – If you didn't transfer your plates onto another vehicle please send a copy of the Plate Cancellation Receipt, Bill of Sale, Junked Receipt, Trade-In Information,

Out of State Registration or Total Loss Letter from insurance company, to the Assessor's Office. If you provide this information, the tax bills that come out in July 2022 will be adjusted for only the time you owned the vehicle.

Due to supply and demand during the pandemic motor vehicle values statewide have risen on average 26.4% across the State.

The Elderly / Totally Disabled Homeowner's Program for low-income residents started February 1, 2022 continuing through May 15, 2022. A reminder letter to file was sent to all residents currently on the Homeowner's Program in the beginning of February 2022.

Please note the qualifying income below has been updated for those applicants filing this year for the first time and can be found online. Filing Period is between February 1st and May 15th. Applications are being taken at Human Services/ Senior Center at 150 Nevers Road.

The State's Renters Rebate program begins April 1, 2022. All applications for income qualified individuals are taken at the Human Services at 150 Nevers Road, please call 860-648-6361 for more information.

*Mary Huda*  
Assessor



## Human Services Department

Andrea Cofrancesco  
Director of Human Services

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

### Human Services Staff

This month we are highlighting our Café Coordinator, Sharon Bosco. Sharon has been in her position for 7 years and goes above and beyond to make people feel welcome when coming for lunch. She is also works directly within our meals on wheels program and is known to send a little something extra to those on the meals on wheels routes who need it. Our lunch program has grown over the years due to Sharon's ability to make people feel welcome. Our dedicated and caring staff are here for you!



### 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!

<https://vm.tiktok.com/ZTd5KkeA8/>



### Behavioral Health Services

South Windsor Human Services received funding from the American Rescue Plan Act to provide behavioral health services to residents of all ages who can benefit from counseling. Social isolation, the inability to see family during the pandemic and general concerns about the state of the world has brought on anxiety, depression and loneliness for many people. We are partnering with Intercommunity Health Care to provide both individual and group therapy at the Senior Center to support those in need and provide strategies to cope. If you find yourself struggling with getting back into the swing of things or if you want someone to talk to, please contact Liz Langevin in Human Services at 860-648-5050. Liz will work with getting you connected to Intercommunity. Services are confidential. It's okay to not be okay.

### Fuel Bank Assistance....Did You Know?

Since January 2021 through March 2022, a total of 58 families consisting of 137 people was served in our private Fuel Bank, with caseworkers providing \$24,612.30 in assistance. We expect this amount to rise with the cost of fuel and the number of people requesting assistance. We simply could not do this without the support and generosity of the community! The number of people served within the CEAP Energy Assistance Program and Operation Fuel will be reported next month.

### Stop and Shop Collection Bin

Since January 2021 the money collection bin at Stop and Shop, provided by the South Windsor Rotary Club, has generated a total of \$2860. This is just a small wooden box that people drop off loose change, dollar bills and as much as \$20! It all adds up! WOW!

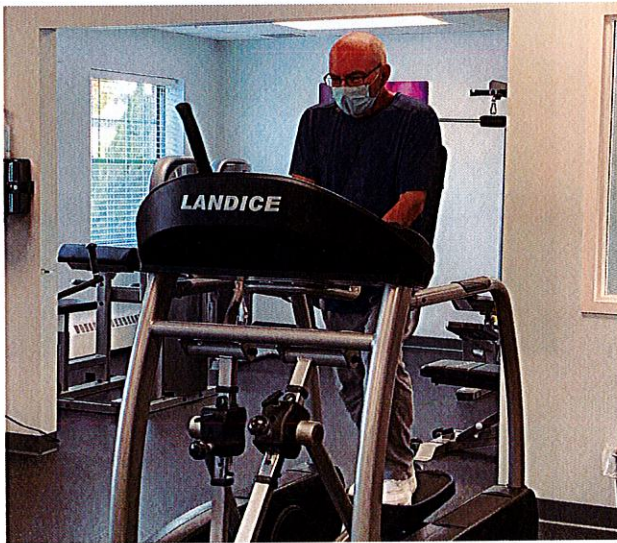


## Human Services Department

Andrea Cofrancesco  
Director of Human Services

### **Renew Active**

Since we started offering Renew Active in our Fitness Center, we have over 20 people signed up using this insurance benefit! The Center receives \$3 per visit from Renew Active, which allows members to pay nothing to the Center. Money generated from the Fitness Center is used to maintain the equipment and will be used to replace any necessary equipment in the future. The Fitness Center opened in 2018 using funds from the South Windsor Community Foundation and the MAX Challenge, with only \$1400 in tax dollars used for this \$42,000 fitness center.



### **Renter's Rebate Starts April 1, 2022**

Residents who are 65 or older, or who are under 65 and on Social Security Disability can apply for renters' rebate. They must have rented an apartment in South Windsor in 2021 and their income can't exceed \$38,100 for an individual or \$46,400 for a couple. Documentation needed includes all income for 2021 and proof of rent and utilities paid. Call 860-648-6361 ext. 3335 to schedule an appointment.



## Human Services Department

Andrea Cofrancesco  
Director of Human Services



March 2022

### Teen Center

March has been a busy but exciting month at the Teen Center! We have implemented new programs and have been able to offer many activities for the middle school and high school students.

On the first and third Wednesday of the month, Liz and Danielle have their "Strides for Positive Vibes" walking group with the middle school students. Our participants have great energy, love being outdoors, and are able to build positive relationships with our high school volunteers who join us.

We have had therapy dogs come to the Teen Center on a few different dates to give students the opportunity to de-stress, relax, and spend some time with the pups! This has been a huge success and the students absolutely love it.

We are sad to announce that the Senior Center won the Chair Volleyball game against the students. The senior's put us to shame so we're looking forward to claiming the winning title at our rematch in April.

Our 8-week Skills for Success group has been successful thus far. We have a smaller group of middle school students participating, which offers the opportunity to become comfortable with one another, leading them to share open and honestly. The small group also has the ability for more 1:1 attention when focusing on certain topics that may be more difficult to discuss in a larger setting. We discuss healthy vs. unhealthy relationships, boundaries, mindsets & goals, communication

skills, leadership building, self-care, etc.

We have seen an increase in participation during our drop-in hours and always welcome more students to join! Spread the word!

Our Youth Council has been collaborating with the S.W.H.S. Interact Club to do volunteer opportunities together and brainstorm future events and activities. It is great to expand and build more connections!



### School Outreach & Prevention

The Students Against Destructive Decisions (SADD) Club at SWHS offered some free, virtual events during the month of March. The leaders



## Human Services Department

Andrea Cofrancesco  
Director of Human Services

understand that their peers are often feeling stressed and anxious and thought that kids would enjoy some opportunities to relax and learn something new. These programs, open to all high school students, encouraged students to engage in healthy ways to relieve stress. They offered an art program, a Kahoot trivia night and a smoothie making event.

The Mentoring Program is up and running at TEMS. Adults from the community visit TE students once week to chat, play games and make connections. The volunteer mentors are amazing community members who share their time and talents with the students. The bonds that form help kids know that they have an additional adult in their corner to offer support and encouragement. We are so thankful for the mentors and for the students who help make this program a success!

### **Youth Counseling, Parent Education and Support**

YFS counselors remain busy with 65 active cases of youth seen for mental health counseling. Referrals to counseling services are continuing to rise. We have had 35 new referrals within the last month. At this time, there are no openings for counseling services and Robin Lagasse, Clinical Coordinator, is 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. Danielle and Robin are wrapping up their Managing Anxiety Groups that they have been facilitating at Timothy Edwards Middle School. 30 sixth graders have benefitted from the group. 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.

In March they offered:

- Co Parenting & Single Parenting
- Meal Time Struggles
- Infant Toddler Brain Development
- Positive Discipline for Toddlers
- Approaching the Admissions process

In April, the following live classes will be available:

- Help Your Child with ADHD
- Perfectionism, Finding the Joy in Letting Go
- Keep Calm and Get Cooperation through Playfulness
- School Refusal: What's Important to Know and What to Do
- LGBTQ+ What to Say to Your Child and How to Say It to Communicate Love and Acceptance
- Family Wellness for Parents on the Run

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 April 4, 2022

Park & Recreation Commission (PARC): The Commission held a meeting on Wednesday, March 9, at Town Hall. We discussed our upcoming capital projects that align with

the Park and Recreation Master plan, and we discussed department updates. Our next meeting will be on Wednesday, April 13, at 7:30 pm.

The South Windsor Walk & Wheel Ways (SWW&WW): SWW&WW is preparing for their spring 4th-grade bike program that will be held at Orchard Hill the first week in April and at Eli Terry the third week of May.

The Parks and Recreation Facility Planning and Implementation Committee: Our first meeting for this temporary committee formed by the Town Council, met on Thursday, March 10, and Thursday, March 24. This committee is in the process of reviewing department and town needs for space along with potential locations and open space parcels in the town. They will be touring other Connecticut town recreation facilities this spring.

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

**Spring and Summer Updates:** We are excited to mail out our brochure to South Windsor residents for the first time since the pandemic started. The brochure encompasses a variety of over 100 spring and summer offerings for the Town. We hope that everyone comes out to experience one of our opportunities to recreate! Whether you join one of our sports leagues, attend summer camp, attend one of our signature concerts at Evergreen Walk, cool off at Veteran’s Memorial Park Pool, or shop local at our Farmers Market, there’s something for everyone! Residents may register online or in-

person for all programs on Wednesday, April 6, and non-resident registration will begin on Wednesday, April 13.

#### Preschool-

Our preschool participants had lots of fun this month! Highlights include playing "red light, green light" in the gymnasium, using instruments to sing along during circle time, putting on puppet shows for our friends, and doing many different crafts and projects each day. During St. Patrick's Day, participants enjoyed celebrating with green-themed activities and

projects, and several classes even went on a hunt for gold coins left by the leprechaun! Preschool has also been enjoying the spring-like weather outside on our playground!

4th R: 4th "R" had 200 participants this month, and we are actively offering spots off of our waitlist. Our participants had lots of recreation-based fun each day with activities such as gym games (highlights include "Pinguard," "SpongeBob" and "Whiffle Ball"), group games (highlights include scavenger hunts, obstacle course challenges, and sensory projects such as slime and fake snow). 4th "R" also enjoyed many St. Patrick's Day-themed activities, including setting leprechaun traps! Participants have been enjoying some spring-like weather, and we've been spending plenty of time outside when we can!

Athletic Programs: Our Youth Basketball league is still going strong. We were fortunate to have no weather cancellations month. The season will be wrapping up on April 3 for most of our league, but the beginner and intertown divisions will be wrapping up the last week of March.

Adult Leagues: Men's Basketball wrapped up on Sunday with the champions being the Square Peg Pizzeria. There were 8 total teams in the league this season and we are hoping to increase numbers for next year. Our Adult Volleyball league will have



playoffs in the last week of March and will be wrapping up by early April. We are excited to begin our adult softball and cornhole league this summer.

**Pickleball:** The interest in this sport is continuing to grow! We are seeing a steady number of over 60 participants each week. We are working with some avid members of our pickleball community to create potential lessons and leagues this fall.

**Open Gym:** We are opening the gym at Wapping for open gym hours starting the first week of April! We will offer adult open gym (18+) on Fridays from 6-8 pm and Saturdays 10:30-1:30 pm, Family open gym on Saturdays from 8-10 am, and teen open gym on Wednesdays from 2-3:30 pm.

**Learn to Skate:** We had another successful month with our learn to skate program, which was at capacity for enrollment at 65 participants. We are looking at the possibility of increasing the number of participants for the fall sessions.

**Jukido:** Program numbers have remained in the '20s since we have added a second class for participants. We are hoping to offer competitions with other towns like we did before COVID.

**Wellness programs:** Yoga has returned in person since the building's mask mandate was lifted. We currently have 43 participants registered between the three classes and are offering a virtual offering for those who don't feel comfortable being in the building.

**Veteran's Memorial Pool:** We are currently getting ready for summer 2022! We are hiring Lifeguards, Water Safety Instructors, maintainers, and gatekeepers. In March, we offered a VMP Pool pass sale for families to receive \$10 off their season pass.

**Summer Camp:** We are currently hiring camp staff to join our team and make a difference in the lives of our youth! Summer Camp registration will begin on Wednesday, April 6.

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

### **Athletic Fields & Grounds:**

- Spring renovation for baseball has officially kicked off. We are currently on the fields fixing issues to make the playing surface safe and functional.
- Crews have re-installed the batting cage nets at

the field facilities for the season and have opened those areas for play.

- Marking of lacrosse and soccer fields will take place within the last week of March. Soccer nets have also been re-installed on the goals and will be put out on the fields once they are painted at the end of March.

### **Parks & Open Space:**

- Tree work, including stump removal and grinding continued to be an on-going effort at multiple public grounds, parks and open space sites this month.
- Distinctive Tree Care has ground stumps on Old Farms open space and the Priest Property in efforts to reclaim these sites from invasive plants. These sites will be replanted with new native trees.
- In effort to minimize breakdowns at the pools, the park crew replaced deteriorating chlorine lines. The newly constructed John J. Mitchell sign was installed at the fairgrounds at Rye St. Park. An unveiling ceremony occurred on Tuesday, March 29.

### **Projects:**

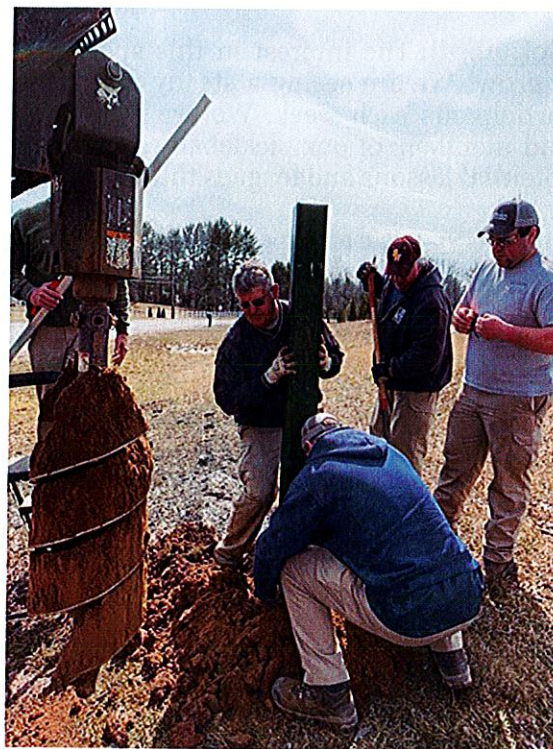
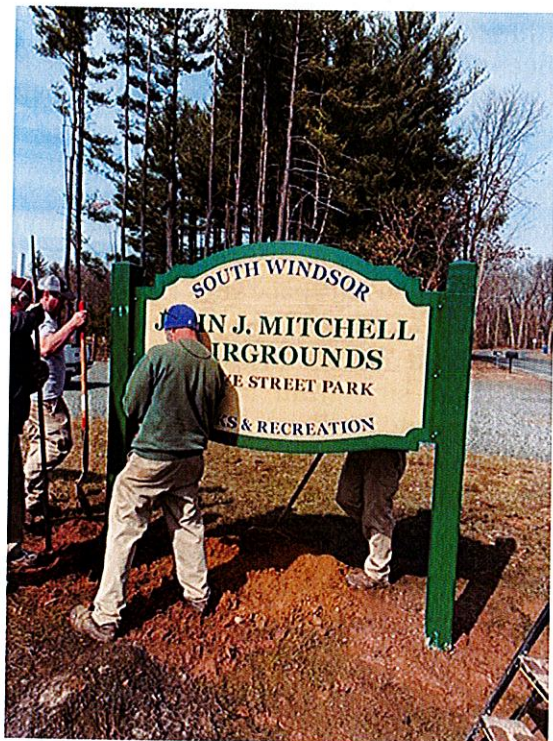
- We have continued in house work at the Rye St. Pickleball courts. We removed the lacrosse wall and cleaned up debris so we now have a clean slate to start construction of the courts.
- Replacement of "Multi-Pondo" at the Boundless Playground was completed. The "Multi-Pondo" is one of the many playground structures that gets heavy use. The parks crew also performed a visual inspection of playground equipment and have replaced worn out hardware.
- A Farmers Market sign has been designed and is currently being constructed. The sign will be installed on site prior to opening of the 2022 Farmers Market which will help residents find the location of the market. completed in the house will save us 1/3 of the cost of a new one.

### **Parks & Public Works:**

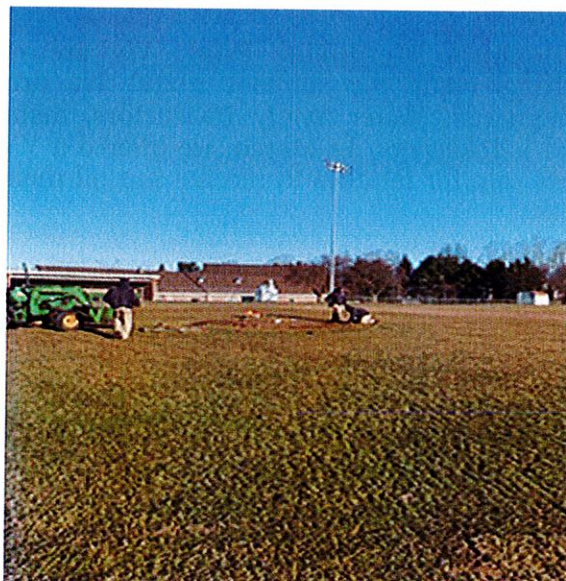
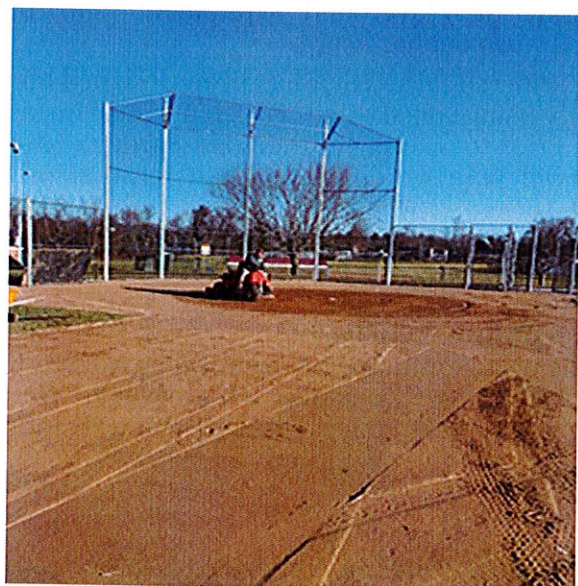
Over the past month, the parks crew has worked with Public Works on four snow and ice events. We are hoping winter weather is done so we can transition to spring and summer operations.



## Parks Photos:



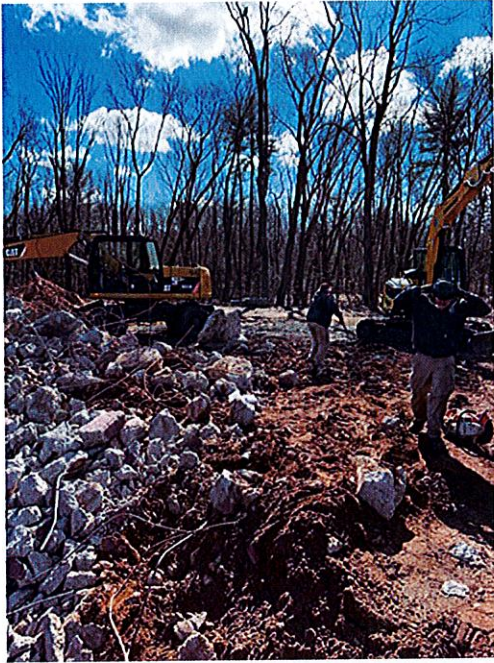
Newly fabricated John J. Mitchell sign installed on March 15th



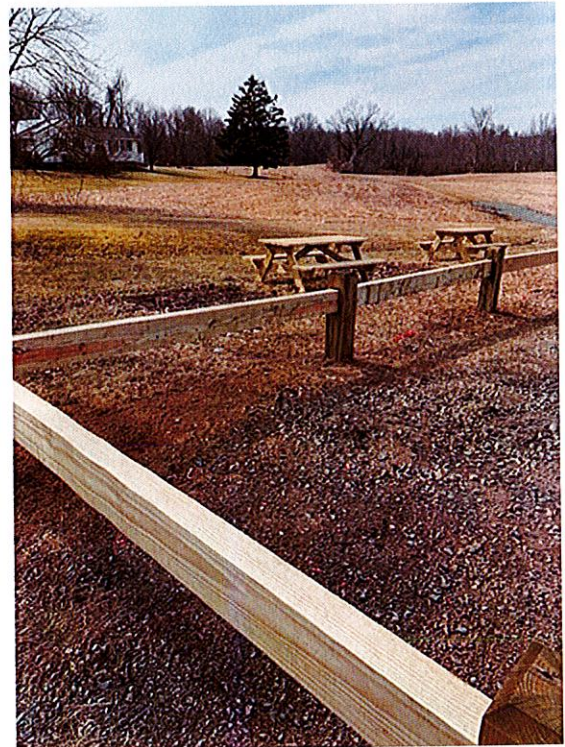
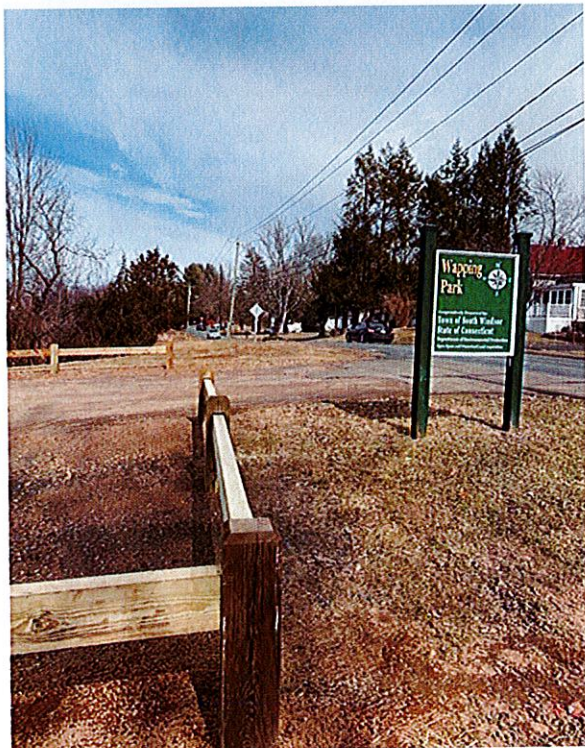
Spring renovation of baseball fields in preparation for the season.



## Parks Photos:



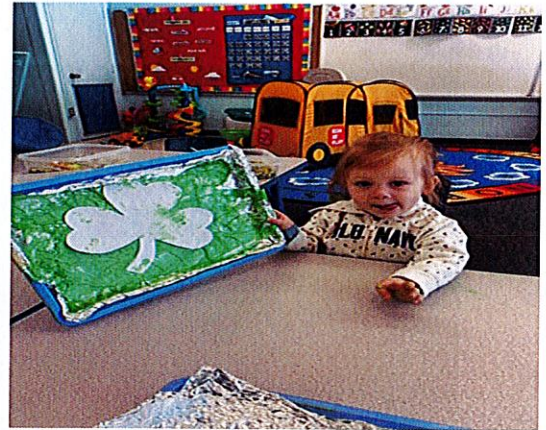
Site work was completed at the Rye St Pickleball court.



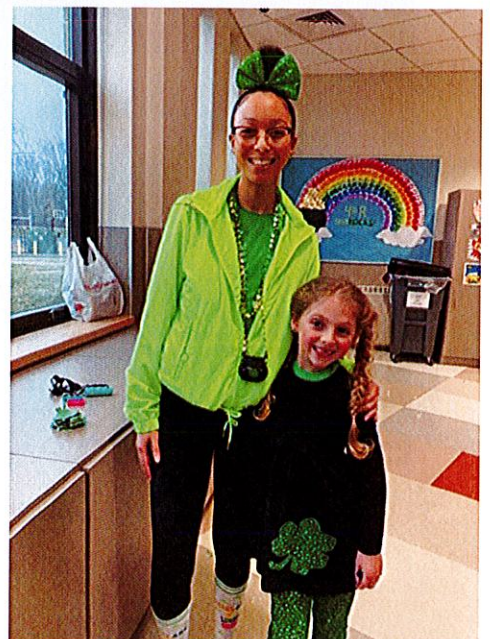
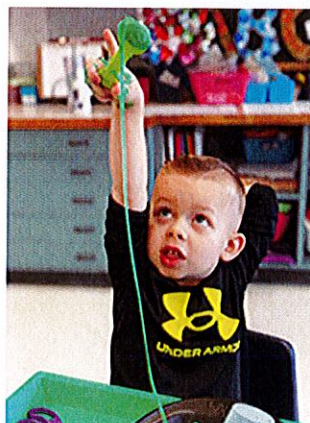
Installation of guardrail fencing and the deployment of newly constructed picnic tables at Wapping Park.



## Recreation



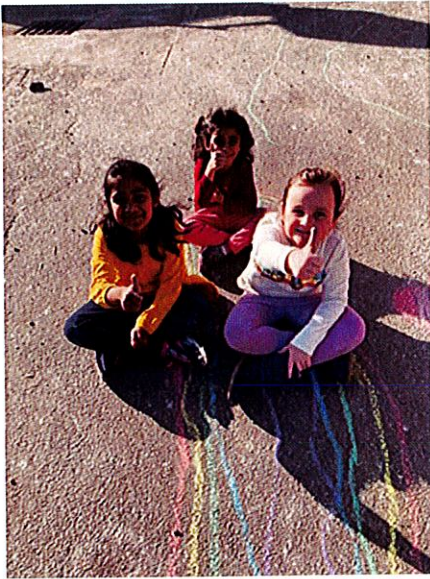
Making some fun crafts for St. Patrick's Day!



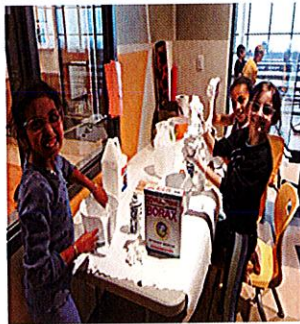
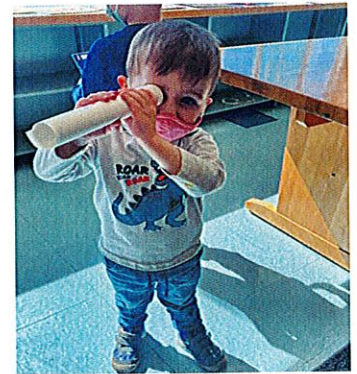
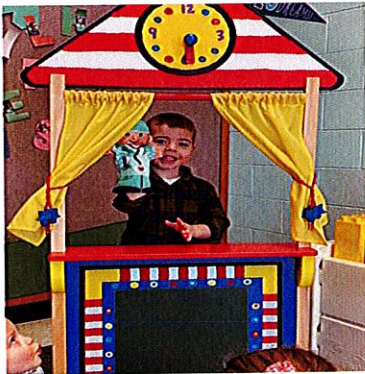
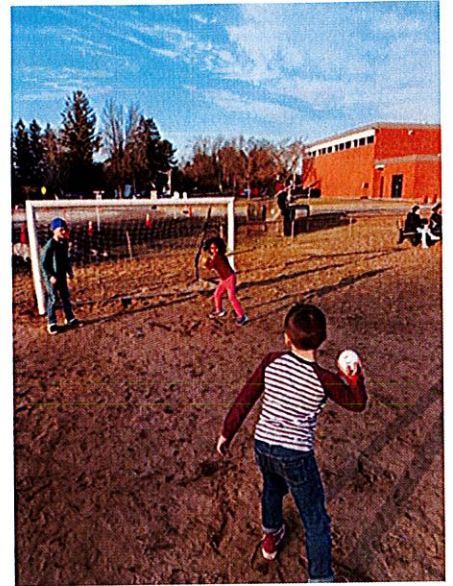
Celebrating St. Patrick's Day with our awesome 4<sup>th</sup> "R" staff!



## Recreation Photos



We love to play and have fun at 4<sup>th</sup> "R"



Spring is finally here! Our preschoolers are happy to be back on the playground.





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

### ***Meetings***

**Monday, April 4, 2022**

**7:00 pm Regular Meeting**

*Council Chambers*

**Thursday, April 7, 2022**

**7:00 pm Special Budget Work Session**

*Council Chambers*

**Monday, April 18, 2022**

**7:00 pm Regular Meeting**

*Council Chambers*

### ***Holidays***

**Friday, April 15, 2022**

**Good Friday– Town Offices Closed**

**Sunday, April 17, 2022**

**Easter Sunday**

*Layout by Katherine Senerth, Executive Assistant*



**TOWN COUNCIL  
TOWN OF SOUTH WINDSOR**

**Minutes**

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**March 7, 2022**

RECEIVED  
MAR 28 2022  
@ 10:45 AM  
By KAC Stahl  
Clerk

**TOWN COUNCIL – REGULAR MEETING**

**1. Call Meeting to Order**

Mayor Pendleton called the Regular Meeting to order at 7:02 p.m.

**3. Roll Call**

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

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

**4. Mayor's Remarks**

Mayor Pendleton stated that she asked Mary Justine Hockenberry to speak about National Women's Day. Ms. Hockenberry came forward and gave an overview of the meaning of International Women's Day and spoke about the women in South Windsor who have made a great impact in empowering and uplifting other women. Mayor also added, that she would like to say a few prayers for Ukraine and Russia and to keep one of our firefighter family, the Sanzo Family in our prayers

**5. Adoption of Agenda**

Councilor Gamble made a motion to adopt the agenda as presented. Council Paterna seconded the motion.

Deputy Mayor King made a motion to move Item 13.A. (Board of Education FY23 Budget Presentation), Item 13.B. (Discussion Item: Presentation on Future Road Work) and Item 13.C. (Motion to Reconsider vote on the Adoption of the Registrar's of Voters Updated Polling District Map) to after Item 7 (Public Input).

Councilor Evans made a motion to add Item 13.K. (Resolution Appointing William Meyers (D) to the Strategic Planning Committee) and Item 13.L. (Resolution Appointing Lindsay Ruszczyk (U) to the Strategic Planning Committee) from the Amended Agenda item to 13. New Business.



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

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**March 7, 2022**

Councilor Paterna seconded the motion and it passed unanimously.

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

Mr. Maniscalco gave reports on the following topics:

COVID-19 Update: Mr. Maniscalco said that they have moved all Town facilities to a masks recommendation but not required status. This is consistent with CDC requirements and the direction we are receiving from the State of CT. We are moving to a more passive monitoring situation with COVID-19 moving forward. The Town still has masks for public use if any businesses are interested they can reach out to Emergency Management or use the online portal.

Proposed Welcome Sign on Rt. 5 and Sullivan Ave: Through conversations with Mr. Shepherd he is requesting the input of the Town Council on the Rt. 5 welcome sign. He and others from that area of Town are working on that project. They are looking for any feedback the Town Council may have so they can move ahead with their project.

Tax Collection Report: The Town is right in line where they need to be. The current collection rate is 97.87%.

Building Department Regionalization: The Town is providing mutual aid to the Town of Windsor and the Town of East Windsor. The Town is getting reimbursed so there is no impact on the tax payers.

Budget Calendar: Mr. Maniscalco stated that the budget calendar is almost completed and they will begin to move forward with the budget process.

Mr. Maniscalco concluded his report and added that he wanted to thank the Public Works staff, ASM and the South Windsor Police Department for their life saving efforts due to an incident that occurred.

Councilor Paterna called attention to the report from the finance department regarding the Elderly Homeowner's Program for 65 and older residents and asked how the word is getting out to let residents know that this program is available. Mr. Maniscalco said he would reach out to Human Services to come up with some other ideas and get back to the Council.

Councilor Gamble asked for more detail regarding the regional building department. Mr. Maniscalco said, currently the Towns of Windsor and East Windsor do not have Chief Building Officials. The State of Connecticut shut down their training and licensing program due to Covid so the Towns have been looking at having one Chief Building Official to oversee all three towns and have regional inspectors that would work in those towns.

**TOWN COUNCIL**  
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**March 7, 2022**

Councilor Gamble also asked if we are still providing IT services to other towns. Mr. Maniscalco said, yes we are still providing IT services to five towns, however not to Windsor and East Windsor. Council Gamble asked if the town was still exploring using different colored garbage bags and revamping the trash collection program. Mr. Maniscalco informed Council Gamble, that this is a pilot program that will be coming out through the State of Connecticut. The Town has submitted their application and is waiting to hear more on this.

Councilor Evans asked what is the time frame for the John J. Mitchell Fairgrounds sign to be installed. Mr. Maniscalco said it has been delayed due to weather but that he would get more information about when they plan to install the sign.

Deputy Mayor King gave his support for the welcome sign and asked who would be responsible for maintaining the grass. Mr. Maniscalco said that it is private property. Deputy Mayor King asked how maintenance would be enforced. Mr. Maniscalco said that it would be enforceable through the Blight Ordinance and normal requirements that are enforced by the Town. Deputy Mayor King gave recognition to the Public Works Department in their hard work in taking care of our streets and ensuring they are clean and safe.

Mayor Pendleton asked Councilor Paterna to speak more on the 65 and over taxes for the residents. Council Paterna informed the council that in order for residents to be eligible, you need to be 65 years old or older by December 31, 2021, you must own your own home, reside in your South Windsor home, and there are certain income limits

Mayor Pendleton asked when the ECS payments would be received. Mr. Maniscalco said that the Town received their first payment and they typically get two payments annually. He will get more information for the next meeting.

Mayor Pendleton also mentioned the Welcome sign and said that Mr. Shepard requested input from the Council and she asked what type of feedback he was looking for. Mr. Maniscalco said that Mr. Shepard is looking for a general consensus from the Council.

**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, 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

Mr. Dan Edwards of 131 Hilton Drive came forward and spoke about the agenda and meeting materials being attached to the agenda. He also gave his support for Phil Richards and Lindsay Ruszczyk to the Strategic Planning Committee. He also spoke about his comments at the last Town Council meeting regarding a disinformation



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

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**March 7, 2022**

campaign by a high ranking member of Town Council and said the Town looks to the Town Council for guidance.

Mr. Joseph Kennedy of 181 Allison Drive came forward and spoke about the South Windsor Agricultural Land Preservation Commission name change to the Agricultural Commission. He also said that over 900 acres of land have been preserved due to the work of the Open Space Task Force, Zoning Board, Inland Wetlands Commission, the Agricultural Commission and Land Trust.

**13. New Business**

**A. Board of Education Budget Presentation**

Mr. Craig Zimmerman, Chairperson for the Board of Education thanked the Administrators, teachers and staff for their remarkable efforts and performance during the pandemic and to include acknowledgement on how much they are respected and appreciated.

Dr. Kate Carter, Superintendent of South Windsor Public Schools came forward and presented on the FY23 Board of Education Budget (*See Attachment A, South Windsor Public Schools Board of Education Proposed FY 2023 Budget Presentation*)

Dr. Carter reported that new appropriation for FY2023 is a 4.95% increase from last year. The areas that are driving the budget, are Contractual Obligations/ Maintenance of Operations, Increasing Enrollment, Special Education, and Strategic Planning/Program Improvements. Reserve funds have grown due to maintaining appropriate reserve levels which is part of the equation, however the reserves have increased beyond needed levels as a result of Covid-19. As a result of Covid-19, savings were generated in areas such as salaries, transportation, underutilized healthcare, and bus driver shortages. Dr. Carter shared that she is requesting an appropriation that puts us on a path to becoming less reliant on reserve funds. Last year the FY 2022 spending plan for the utilization of 2.7 million in reserves. This year Dr. Carter recommended for FY 2023 spending plan that utilizes 1.9 million in reserves. In FY 2021, 92% of school districts have spent more per pupil than South Windsor in The rising cost associated with being among the fastest growing school district in the state, the 2-3% budget increases that she proposed in the past will not meet the needs of a growing district.

Mayor Pendleton asked Dr. Carter to explain what we're spending per student looking at the number \$16,668, on page 17 of the power point presentation that seems like a low number compared to the other towns. How does that number come together?

Dr. Carter explained that the number is not something that the Town comes up with but rather a State provided number. It's a pretty complicated calculation to determine NCEP. The State calculates your NCEP number based on variety of calculations. The Town budget as a whole is looked at and incorporated into a formula.



**TOWN COUNCIL  
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**B. Discussion Item: Presentation on Future Road Work (*Vincent Stetson to be present*)**

Mr. Stetson presented a power point presentation on The South Windsor Paving for Progress Plan. Mr. Stetson explained that pavement management is planning for the maintenance, rehabilitation and maximizing the value for the Towns pavement. The longer we wait to address the pavement issues the more it will cost to repair the roads. This is a five year plan of road work laid out in the presentation. Residents can go into the presentation and zoom in on the roads that will be worked on in the future. Funding is currently available to work on Buckland Road this summer and Beelzebub Road after that, and there is partial funding for Pleasant Valley Road. Any road work beyond that funding will be necessary to make this plan complete.

Mayor Pendleton asked for a copy of the slides that were presented also if there is a financial game plan or ideas on how to fund the paving of the streets in the Town.

Councilor Gamble asked what the biggest factor is in the deterioration of our roads is and are there different mixtures that are put together based on the traffic of the road. Mr. Stetson stated that the deterioration of the road starts with how the road was built. As far as pavement mixtures, there are class 1, class 2 and a specific mixture can be designed.

Councilor Kozikowski asked with the cost estimates that are provided in the presentation, where are sidewalk maintenance and new installations factor in. Mr. Stetson explained that Pleasant Valley Road does not have sidewalks and the price is built into that project. Also there is a fund out there for sidewalk maintenance, it is not funded as well as other projects.

**C. Motion to Reconsider vote on the Adoption of the Registrar's of Voters Updated Polling District Map**  
(Councilor Kozikowski)

NOW, THEREFORE, BE IT RESOLVED, that the South Windsor Town Council hereby approves the recommendations of the Registrars of Voters to realign the borders of Districts 2,3,4 and 5 as shown on the attached map. District 1 realignment was approved by the Connecticut General Assembly under CGS 169(a) and published by the Secretary of the State on November 11, 2021.

Was made by Councilor Kozikowski

Seconded by Councilor Paterna

The motion was passed with a roll call vote of 5 ayes (Councilors Evans, Lopez, Deputy Mayor King, Councilor Paterna and Mayor Pendleton) and 3 nays (Councilors, Kozikowski, Gamble and Koboski)



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**ITEM:**

Councilor Gamble stated that he is not in favor of this change in the map, he's not in favor if there is no good reason to do so. This comes at a cost to the tax payers that he believes is unnecessary and unwarranted. If there was a discussion on possibly consolidating districts that it should be considered.

Councilor Kozkowski stated that he is also not in support of the change in the voting district map. By this new proposed map some streets are going to be split where one side is going to one district and the other side of the street to a different polling location.

Councilor Paterna asked how many voters are in the Town of South Windsor and how many voters will be affected by the new changes.

Sue Larsen informed the Council that there about 17,500 registered voters and about 50-75 households will be affected by this change.

Council Evans thanked Sue Larsen and Sue Burnham for providing a great explanation on the reason for the change in re-districting for the voting locations. With the changes in this proposal, by sending households to different locations, is there going to be any type of burden on one polling location vs another location.

Sue Larsen informed the Council that the only area that would have an impact would be Pleasant Valley School, because there is a big shift from District 5 over to Pleasant Valley School, District 1, but that impact should only be a year until the new school opens.

Mayor Pendleton added that the maps will have to be changed regardless as the State has changed the realignment of District 1, this will not add an extra cost to the tax payers.

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

None

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

Councilor Paterna stated that he serves as the liaison to the Senior Advisory Committee at the Senior Center. He attended a meeting recently and they have some concerns with some projects, such as the Geissler's Plaza, why that has not moved ahead and a long discussion on Economic Development and lastly when the pickle ball courts will be completed.



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Councilor Evans reported as the liaison for the Human Relations Commission she invited MJ Hockenberry to share some information on an upcoming event.

Ms. Hockenberry stated that this Commission has grown and continues to be available for the residents of South Windsor. The Commission is going to have a standing in solidarity with Ukraine, a candle light vigil on Wednesday, March 16, 2022 at 7 to 8 pm at the Town Hall.

Counselor Evans informed the Council that there will be a photo contest running through the Human Relations Commission. There is information about this on the HRC website and their Facebook page. The art work will be displayed at the library and awards will be presented by Major and some other individuals. For the Art Commission and Social Justice Racial Equity Commission they do have a new member to be approved for the Art Commission. She hopes that they can continue to find individuals to fill the seats in both of these Commissions.

Mayor Pendleton stated these are registered voters within those party affiliations but do not necessarily need to be an affiliate or on a party committee just that type of registered voter. Those registered voters that are interested can contact Councilor Evans, Councilor Kozkowski at which time the names will be forwarded for their nominations.

Counselor Gamble stated that he is the liaison to the Library Board and he attended the first meeting last week with Director Mary Eder. He has nothing to report but wanted to recognize the Library in general. They have been opened almost the entire time during the pandemic, they were closed briefly in order to put some safety protocols in place. The number of visitors the Library normally gets, prior to the pandemic was 750-1000 visitors a day. Concerts were held in the Library's atrium before the pandemic and they plan on getting concerts back in the near future.

Mayor Pendleton announced that the Patriotic Commission has a banner program. The banner program recognizes Veterans that live in South Windsor. Currently, they are recognizing World War II, Korea and Vietnam. There are 23 confirmed sponsors, and 21 banners that are in possession of the Patriotic Commission. They have two more banners that can be filled. If anyone would like to bring forward a name they can contact the Patriotic Commission on the Town website. The essay contest, is up and running online, at the elementary schools and also on the Board of Education. The deadline is March 18, 2022. On May 21, 2022 the Armed Forces Day is still going forward at Nevers Road Park.



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**10. Reports from Committees**

Councilor Evans reported on the two committees that has been an ongoing conversation. The Strategic Planning Committee and the Parks and Rec Facilities and Implementation Planning Committee. The Strategic Planning Committee can now move forward since we have enough to meet a quorum. The plan was to hand it over to Deputy Mayor King as the role of finding people to fill the seats is now complete. The Park and Rec Facilities and Implementation Planning Committee plan on meeting for March 10, 2022. That Committee is going to start working on finding a new home for the Parks and Recreation Department.

**11. Consent Agenda**

Councilor Evans made a motion to approve Agenda Items 11.a.A through 11.a.C. as a First Reading on the Consent Agenda. Councilor Evans seconded the motion, and it was approved unanimously.

**a. First Reading**

**A. Resolution Appointing Anitha Elango (D) to the Public Building 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 Anitha Elango (D) to the Public Building Commission for a term ending November 30, 2023, to fill the unexpired term of Bernard Thomas and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

**B. Resolution Appointing Joe Durette (D) to the Inland Wetlands 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 Joe Durette (D) to the Inland Wetlands Commission for a term ending December 01, 2024, to fill the unexpired term of Steven King Jr. and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

**C. Resolution Appointing Carolyn Emerson (D) to the South Windsor Arts Commission and Postponing Consideration of this Motion until the Town Council's Next Regularly Scheduled Meeting.  
(Mayoral Appointment)**



**TOWN COUNCIL  
TOWN OF SOUTH WINDSOR**

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BE IT RESOLVED that the South Windsor Town Council hereby appoints Carolyn Emerson (D) to the South Windsor Arts Commission.

Was made by: Councilor Evans  
Was seconded by: Councilor Paterna  
The motion passed unanimously

**11. Consent Agenda**

- b. Second Reading  
None
- c. Miscellaneous  
None

**12. Unfinished Business**  
None

**13. New Business**

**D. Resolution Approving the South Windsor Non-Supervisor Professional Employees Union Contract for the period of July 1, 2020 through June 30, 2023**  
(Councilor Paterna)

NOW THEREFORE BE IT RESOLVED, that the South Windsor Town Council hereby approves the proposed "Agreement between the Town of South Windsor and the South Windsor Non-Supervisor Professional Employees Union" for the period of July 1, 2020 through June 30, 2023.

Councilor Paterna made a motion to postpone this resolution.  
Councilor Gamble seconded the motion and it passed unanimously

**E. Resolution Appointing Mindy Lewis (D) to the Strategic Planning Committee**  
(Councilor Evans)

BE IT RESOLVED that the South Windsor Town Council hereby appoints Mindy Lewis (D) to the Strategic Planning Committee.

Was made by Councilor Evans  
Seconded by Councilor Paterna  
The motion was approved unanimously.

**TOWN COUNCIL**  
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**F. Resolution Appointing Karen Wagner (D) to the Strategic Planning Committee.**

(Councilor Lopez)

BE IT RESOLVED that the South Windsor Town Council hereby appoints Karen Wagner (D) to the Strategic Planning Committee.

Was made by Councilor Lopez

Seconded by Councilor Paterna

The motion was passed with a roll call vote of 5 ayes (Councilors Evans, Lopez, Deputy Mayor King, Councilor Paterna and Mayor Pendleton) and 3 nays (Councilors, Kozikowski, Gamble and Koboski)

**G. Resolution Appointing Phil Richards (U) to the Strategic Planning Committee**

(Councilor Gamble)

BE IT RESOLVED that the South Windsor Town Council hereby appoints Phil Richards (U) to the Strategic Planning Committee

Was made by Councilor Gamble

Seconded by Councilor Koboski

The motion was approved unanimously.

**H. Resolution Appointing Daniel Chavez (U) to the Park and Recreation Facility Planning Committee**

(Deputy Mayor King)

BE IT RESOLVED that the South Windsor Town Council hereby appoints Daniel Chavez (U) to the Park and Recreation Facility Planning Committee.

Was made by Deputy Mayor King

Seconded by Councilor Paterna

The motion was approved unanimously.

**I. Discussion Item: FY 2023 Budget Calendar**

Councilor Gamble asked about a joint meeting with the Town Council and the Board of Education, would it be online or in person.

Mayor Pendleton indicated that it will be in person on March 23, 2022 at 7 pm.

Councilor Paterna asked if the date of May 2, 2022 for the final budget voting be moved to May 3, 2022 due to a religious holiday.



**TOWN COUNCIL**  
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Town Manager Maniscalco stated that he would look into the room availability, but would look at working around that.

The Town Councilor agreed if possible to move the final budget vote from May 2, 2022 to May 3, 2022.

**J. Resolution Setting a Time and Place for a Public Hearing to Receive Citizen Input on the Proposed Board of Education Budget for Fiscal Year 2022/2023**

(Councilor Evans)

BE IT RESOLVED that the South Windsor Town Council hereby sets **Monday, April 4, 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 proposed Board of Education Budget for Fiscal Year 2022/2023.

Was made by Councilor Evans  
Seconded by Councilor Paterna  
The motion was approved unanimously.

**K. Resolution Appointing William Meyers (D) to the Strategic Planning Committee**

(Councilor Evans)

BE IT RESOLVED that the South Windsor Town Council hereby appoints William Meyers (D) to the Strategic Planning Committee.

Was made by Councilor Evans  
Seconded by Councilor Koboski  
The motion was approved unanimously

**L. Resolution Appointing Lindsay Ruszczyk (U) to the Strategic Planning Committee.**

(Councilor Evans)

BE IT RESOLVED that the South Windsor Town Council hereby appoints Lindsay Ruszczyk (U) to the Strategic Planning Committee.

Was made by Councilor Evans  
Seconded by Councilor Kozikowski  
The motion was approved unanimously

**TOWN COUNCIL**  
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**14. Passage of Ordinance**  
**(Councilor Koboski)**

**A. Resolution Adopting the Proposed Illicit Discharge and Connection Storm-Water Ordinance**

BE IT RESOLVED that the South Windsor Town Council hereby adopts the proposed Illicit Discharge and Connection Storm-Water Ordinance, as shown in **Exhibit A**.

Was made by Councilor Koboski  
Seconded by Councilor Kozikowski  
The motion was approved unanimously.

**15. Public Input for Any Matter**

None

**16. Communications from Council**

Deputy Mayor King gave recognition to Councilor Evans and Councilor Kozikowski for putting together and doing all the work regards to the Committees.

**17. Executive Session**

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

**A. To discuss the South Windsor Non-Supervisor Professional Employees Union Contract**

Was made by Councilor Deputy Mayor King  
Seconded by Councilor Paterna  
The motion was approved unanimously.

**18. Adjournment**

At 9:20 p.m., Councilor Paterna made a motion to adjourn the Regular Meeting. Councilor Gamble seconded the motion, and it was approved unanimously.



TOWN COUNCIL  
TOWN OF SOUTH WINDSOR

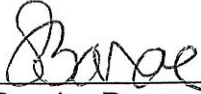
**Minutes**

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Respectfully submitted,

A handwritten signature in cursive script, appearing to read 'Sandra Barone', is written over a horizontal line.

Sandra Barone  
Temporary Clerk of the Council





**TOWN COUNCIL AND BOARD OF EDUCATION  
JOINT BUDGET WORK SESSION MINUTES**

**TOWN COUNCIL/BOARD OF EDUCATION  
TIMOTHY EDWARDS MIDDLE SCHOOL  
ROOM ALT. #6**

**DATE: MARCH 23, 2022  
TIME: 7:00 P.M**

RECEIVED  
MAR 28 2022  
@ 10:45 AM  
Kathleen Best

**1. Call Meeting to Order**

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

**2. Roll Call**

Town Council

Members Present: Mayor Liz Pendleton  
Deputy Mayor Steven King, Jr.  
Councilor Evans  
Councilor Philip Koboski  
Councilor Lopez  
Councilor Karen Lydecker  
Councilor Andrew Paterna

Board of Education

Members Present: Arthur Ardduci  
Anitha Elango  
Beth Esstman  
Madison Gonzalez  
Dipali Kalia  
Lisa Maneeley  
Michael Pare  
Jessica Waterhouse  
Craig Zimmerman

**3. Public Input**

None

**4. Items for Discussion**

**A. Board of Education Proposed Budget for Fiscal Year 2022/2023**

Mr. Zimmerman stated that since there are new Council and Board members, he will explain the process. 1. Dr. Carter will start with a short power point presentation that will highlight the facilities and the increasing student population which is at the core of the budget request, 2. Followed by any answering questions related to the budget that shall be directed to Dr. Carter.

Dr. Carter discussed the Power Point Presentation on the "Impact of the Ten-Year Plan and Increasing Enrollment through a Facilities Lens".

South Windsor is the fastest growing K-12 school district in the State. The impact of higher enrollment places a burden on the facilities department in areas such as

IT support/device deployment, increase staffing, budget implications, teaching and learning, and school safety and supervision. The presentation focused on the school facilities and the growth of each facility with space/classrooms, increasing student population, and additional staffing needs. The need to return Wapping School to a High School as an annex is a result of a projected increase of 478 students in the next 10 years. During the transition of moving the Parks and Recreations Department out of the Wapping School, the Board of Education offers its support. Lastly, the BOE is prepared to turn over Orchard Hill Elementary School to the Town for either temporary or permanent use for the Parks and Recreation Department.

Councilor Lydecker gave recognition to the schools and teachers for all their hard work in the past two years during the pandemic

Deputy Mayor King asked about the staffing and the transition going from the actual number of teachers to the proposed number of teachers.

Dr. Carter reported that in determining the projected amount of teachers needed depends on the enrollment projections.

Deputy Mayor King asked about the diversity of our teachers. He asked Dr. Carter if she has considered the program of CREC teaching fellows.

Dr. Carter stated that CREC has come to the BOE to present about that program. At the time of the presentation with BOE and CREC, the Board of Education hired 11 teachers of color. The CREC Teaching Fellows program is normally for 1-2 positions at \$ 65,000 per district.

Deputy Mayor King asked the BOE how many hearing impaired students do we have in the school system and do we have funds dedicated for a hearing impaired personnel.

Dr. Carter responded by informing the Council that she does not know exactly how many hearing impaired students are in the district, but they are supported through these services with a full time dedicated teacher.

Mayor Pendleton thanked Dr. Carter for her presentation. She would like the citizens to understand that the BOE has presented a good budget, higher than last years but its enrollment driven. You have more students you need more staff.

5. Executive Session  
None

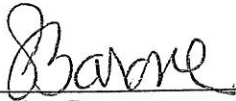
6. Adjournment



**MINUTES**  
**Joint Budget Work Session**  
**Town Council/Board of Education**  
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**March 23, 2022**

Mayor Pendleton made a motion to adjourn the meeting at 7:38 p.m. Councilor Kozikowski seconded the motion, and it was approved unanimously.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "S. Barone", is written over a horizontal line.

Sandra Barone  
Temporary Clerk of the Council





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

[illegible]Submitted by: Sandra C Jeski

Party Affiliation:   D   Date:   3-28-2022





## MEMORANDUM

TO: Mayor Liz Pendleton  
Deputy Mayor Steven King, Jr.  
South Windsor Town Council  
Michael Maniscalco, Town Manager

FROM: Marek Kozikowski, AICP, Town Councilor



DATE: March 30, 2022

RE: **Proposed Ordinance Amendment**  
**Section 2-530 Local preference bid**  
**Local Preference Bids**

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I am bringing forward a proposed amendment to Ordinance Section 2-530 *Local preference bid* for consideration of adoption by the Town Council. The existing ordinance currently offers an opportunity for South Windsor based businesses who provide bids to do work for the Town to match the highest bid if their bid is within 3% percent of that bid.

There is no current ordinance that offers the same sort of benefit to South Windsor businesses that what to lease land or buildings or purchase goods or services from the Town.

### Highlights

The proposal includes the following changes that provides direct benefits to South Windsor businesses:

- Offers a local preference for South Windsor businesses who want to lease land or buildings, or purchase goods or services from the Town.  
*Benefit: Offers advantage to local farmers and other businesses who want to maintain current leased land or expand within Town.*
- A nominal chance from "South Windsor based business responsible bidder" to "South Windsor based bidder."  
*Benefit: Less clunky language and provides more opportunity for small businesses.*
- Change bids the threshold for qualifying bids from 3% to 10%.  
*Benefit: Provide more opportunity for South Windsor based bidders to benefit from the local preference ordinance.*
- Change the response time for local bidder from 2 days to 10 days.  
*Benefit: Allows local bidders more time to make informed decisions if they can responsibly match the highest (or lowest) bid.*
- Provide qualification standards for South Windsor based bidders.  
*Benefit: Provide transparency and set expectations for what is a qualified bidder.*





## Proposed Amendment

Underlined: New text

~~Strikethrough~~: Deleted text

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

~~Pursuant to the Town of South Windsor Charter sections 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) The town manager shall determine the lowest ~~responsible~~ bidder for expenditures in the following order:
  - a. Any South Windsor based ~~business responsible~~ bidder which has submitted a ~~bid~~ bid not more than ~~three ten~~ percent higher than the low bid from a ~~responsible~~ bidder that is not South Windsor based (such low bid hereinafter the "lowest bid"), provided that the South Windsor based ~~responsible~~ 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 ~~two ten~~ business days following the ~~opening release~~ of the bids. If more than one South Windsor based ~~business responsible~~ bidder has submitted bids not more than ~~three 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 ~~responsible~~ bidder shall be that one of the South Windsor based ~~business responsible~~ bidders whose original bid was the lowest.
  - b. The lowest ~~responsible~~ bidder pursuant to the Town of South Windsor Charter Sections 714 and 715.
- (2) The town manager shall determine the highest bidder for revenues in the following order:
  - a. Any South Windsor based bidder which has submitted a bid for a lease or purchase of other goods or services 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.





b. The highest bidder.

- ~~(2)~~ (3) For the purpose of this ordinance, "South Windsor based business bidder" shall, mean a business with its principal place of business located within the boundaries of the Town of South Windsor. A business shall not be considered a "South Windsor based business 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 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.
- ~~(3)~~ (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.
- ~~(4)~~ (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.
- ~~(5)~~ (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 which may include providing: verification of funds, ability to complete work, and other information that can be used to determine a bidder's ability to thoroughly and sufficiently meet and complete the requirements of a request for proposal.

(Ord. No. 209, 6-6-16, eff. 6-16-16)





Exhibit A

[illegible]

