

**TOWN COUNCIL  
TOWN OF SOUTH WINDSOR**

RECEIVED  
MAY 27 2022  
By *Debrah W. Beard, ATC*  
@ 10:03am.

**Minutes**

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**May 26, 2022**

**TOWN COUNCIL – SPECIAL MEETING**

**1. Call Meeting to Order**

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

**2. Roll Call**

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

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

**3. Special New Business**

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

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

Mayor Elizabeth Pendleton made a motion for the adoption of the following resolution:

**BE IT RESOLVED**, that the South Windsor Town Council hereby accepts with regret the resignation of Scott Nolan as Clerk of the Council effective June 10, 2022; and

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**4. Executive Session**

No report was given.

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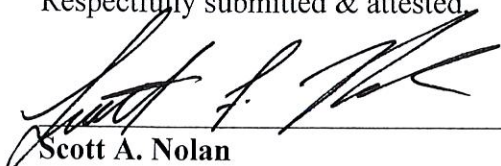
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**5. Adjournment**

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

Respectfully submitted & attested,

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

The Hon. Elizabeth E. Pendleton, Mayor  
Town of South Windsor  
1540 Sullivan Avenue  
South Windsor, CT 06074

Monday, May 23, 2022

RE: SCOTT A. NOLAN – *Letter of Resignation*

The Honorable Elizabeth E. Pendleton,

After a great deal of consideration, it is with a heavy heart and regret that I must tender my letter of resignation as *Clerk of the Council* for the Town of South Windsor, Connecticut.

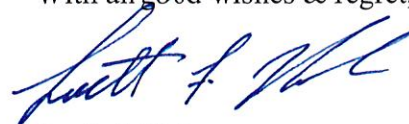
While my time working for the residents of South Windsor has been short, it has certainly been both enjoyable and rewarding. In a short amount of time, I was able to quickly become a part of an amazing team of municipal leaders, town staff, and a member of truly dedicated public servants - - which has made my decision to leave all the more difficult!

I would like to extend my utmost appreciation to Mayor Pendleton, Deputy Mayor King, Members of the Town Council, and the Town Hall staff for this rewarding opportunity to serve the residents of South Windsor for which I am genuinely grateful.

While my decision to leave is a personal one, it is not out of any ill will or discontent, but rather an unexpected personal career opportunity that I simply could not have anticipated. Therefore, I must resign effective Friday, June 10, 2022.

I wish Mayor Pendleton, Deputy Mayor King, Members of the Town Council, and the Town Staff the best of luck in all future endeavors, and am confident that the more than 26,000 South Windsor residents they serve are in good hands under their leadership!

With all good wishes & regret,



Scott A. Nolan  
Clerk of the Council

CC: Michael Maniscalco, Town Manager  
Vanessa Perry, Asst. Town Manager, Director of Human Resources  
Scott Roberts, Asst. Town Manager, CIO/ Emergency Mgmt.  
Bonnie Armstrong, Town Clerk  
Members of the Town Council