

**TOWN COUNCIL  
TOWN OF SOUTH WINDSOR**

**Action Minutes**

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**October 17, 2016**

**TOWN COUNCIL – REGULAR MEETING  
COUNCIL CHAMBERS – SOUTH WINDSOR TOWN HALL**

**1. Call Meeting to Order**

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

**4. Roll Call**

Members Present: Mayor Thomas Delnicki  
Councilor Edward Havens  
Deputy Mayor Carolyn Mirek  
Councilor M. Saud Anwar  
Councilor Liz Pendleton  
Councilor Matthew Riley  
Councilor Janice Snyder

Members Absent: Councilor William Carroll  
Councilor Lisa Maneeley

Others Present: Matthew B. Galligan, Town Manager

After roll call was complete, the Town Council recognized Jared Pelletier who is a volunteer firefighter in South Windsor for his actions on September 18, 2016. While driving to work, Jared noticed smoke and when he pulled over he saw a car that had hit a tree and was on fire. Jared went to the crash and proceeded to get the occupant in the vehicle out of it with the help of other motorists. This action saved the occupants life.

Deputy Mayor Mirek made a motion to suspend the rules in order to go to Item 16. on the Town Council agenda. Councilor Anwar seconded the motion; and it was approved, unanimously.

Councilor Snyder made a motion to suspend the rules in order to go to Item 14. I. on the Town Council agenda. Councilor Pendleton seconded the motion; and it was approved, unanimously.

**14. New Business**

**I. Resolution Waiving Competitive Bidding for the Purchase of a New Fire Engine**

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**ITEM:**

**14. I. (Continued)**

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

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

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

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

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

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

Was made by Mayor Delnicki

Seconded by Councilor Snyder

Mayor Delnicki stated that the Council discussed the waiving of competitive bidding is the last meeting and using the tag on purchase term. The Town will save money and will have a standardized fire engine.

Chief Cooney explained that a Committee was formed for the lease/purchase of a fire engine and it was determined that waiving competitive bidding and using the tag on purchase term is in the best interest of the Town.

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**ITEM:**

**14. I. (Continued)**

Mayor Delnicki pointed out that with a standardized fire engine the volunteer firefighters will be able to utilize any of the vehicles without the need for training and there will be familiarity when maintaining the vehicle which will save money and time. Mayor Delnicki stated that he supports this resolution.

Councilor Pendleton requested clarification in the resolution because throughout the resolution it states both "purchase" and/or "lease". Councilor Pendleton questioned if this process is through a lease or purchase.

Mr. Galligan explained that all of the fire trucks are acquired through a lease purchase

Councilor Snyder made a friendly amendment in the first paragraph to have it read lease/purchase and also in the second paragraph. Mayor Delnicki accepted the friendly amendment.

Councilor Snyder explained that a vehicle like this is not something that can just be bought; the vehicle has to be built to specifications. Councilor Snyder voiced her support for this resolution.

Answering questions from Councilor Anwar, Chief Cooney explained that this fire engine will be a brand new vehicle. Councilor Anwar stated that he would be supporting this resolution.

Councilor Riley questioned if the tag on purchase option is in the language in the new contract for this new vehicle? Chief Cooney explained that the new specification does have the language built into it for the tag on purchase option.

Councilor Havens felt that providing the Fire Department with the best equipment is important for the safety of the residents.

Deputy Mayor Mirek voiced support for the resolution.

Mayor Delnicki called for a vote on the motion; it was approved, unanimously.

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**ITEM:**

**14. I. (Continued)**

The amended resolution to read as follows:

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

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

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

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

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

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

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

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

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**ITEM:**

**14. J. (Continued)**

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

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

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

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

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

Was made by Councilor Snyder  
Seconded by Councilor Anwar  
The motion was approved, unanimously

**7. Adoption of Minutes of Previous Meetings**

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

Was made by Councilor Snyder  
Seconded by Councilor Anwar  
The motion was approved, unanimously

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**ITEM:**

**13. Unfinished Business**

**A. Resolution Appointing McGivney & Kluger, P.C. as Town Attorney**

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

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

Was made by Deputy Mayor Mirek  
Seconded by Councilor Anwar

Councilor Havens explained that for years the majority party is the one who appoints the Town Attorney and he would hope that in the future this appointment will be done professionally, not politically. Councilor Havens thanked Keith Yagaloff who has done a great job as the Town Attorney for the past few years and stated that he would support the new appointment.

Councilor Anwar stated he would support this appointment and is excited to work with the new Town Attorney. The new Town Attorney brings new skills forward that the Town is working towards. Councilor Anwar thanked Keith Yagaloff for the great job he has done for the Town.

Mayor Delnicki called for a vote on the motion; it was approved, unanimously.

**14. New Business (Continued)**

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

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**ITEM:**

**14. A. (Continued)**

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

Was made by Councilor Anwar  
Seconded by Councilor Pendleton  
The motion was approved, unanimously

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

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

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

Was made by Councilor Havens  
Seconded by Councilor Anwar

Councilor Anwar stated that he is sorry about the passing of Mr. McKinney who was an incredible individual. This is a big loss for the Town of South Windsor.

Mayor Delnicki called for a vote on the motion; it was approved, unanimously.

**C. Resolution Accepting the Resignation of Robert O'Connor (D) from the Parks & Recreation Commission**

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**ITEM:**

**14. C. (Continued)**

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

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

Was made by Councilor Pendleton  
Seconded by Councilor Anwar

Councilor Havens thanked Rob for all of his service to the Town of South Windsor.

Councilor Anwar explained that Rob has moved out of Town and had worked hard to make South Windsor a better place to live.

Mayor Delnicki called for a vote on the motion; it was approved, unanimously.

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

BE IT RESOLVED that the South Windsor Town Council hereby sets **Monday, November 21, 2016, at 8:00 p.m.**, in the Council Chambers of the South Windsor Town Hall, 1540 Sullivan Avenue, South Windsor, Connecticut as the time and place for a Public Hearing to receive citizen input on an amendment to **Ordinance #169, Section 90-4 – Veterans' Exemption**.

Was made by Councilor Anwar  
Seconded by Mayor Delnicki

The motion was approved on a roll call vote of 6 to 0 with Councilor Pendleton abstaining



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**ITEM:**

**14. New Business (Continued)**

**E. Resolution Appropriating \$70,000 from the Capital Stabilization Fund**

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

Was made by Deputy Mayor Mirek  
Seconded by Councilor Pendleton

Deputy Mayor Mirek and Mayor Delnicki both thanked the Rotary Club and stated that the Rotary Club helps a lot of people in Town.

Mayor Delnicki called for a vote on the motion; it was approved, unanimously.

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

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

Was made by Councilor Riley  
Seconded by Councilor Anwar  
The motion was approved, unanimously

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

**(Resolution Continued on Next Page)**

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**ITEM:**

**14. G. (Continued)**

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

Was made by Councilor Pendleton

Seconded by Councilor Snyder

The motion was approved, unanimously

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

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

- \$41,220 from the Social Security account
- \$24,105 from the Bond Principal account
- \$23,682 from the Environmental Health FT Salary account
- \$115,000 from the Building Maintenance Utility account
- \$40,000 from the Police Support Vehicle & Equipment account
- \$55,476 from the Police Operations FT Salary account
- \$36,970 from the Street Services account

Was made by Councilor Riley

Seconded by Councilor Anwar

Answering questions from the Council, Mr. Galligan explained that this is for the field at the high school. Councilor Riley clarified that the Town is moving funds from accounts where there were excess funds to balance the accounts and these funds will be used towards the high school field.

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**ITEM:**

**14. New Business (Continued)**

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

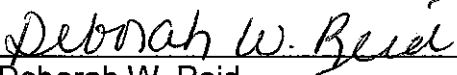
BE IT RESOLVED that the South Windsor Town Council hereby approves a refund of property taxes to thirteen (13) South Windsor Taxpayers, the total of said refunds being \$1,813.43 and as more fully described on attached **Exhibit A.**

Was made by Councilor Pendleton  
Seconded by Councilor Anwar  
The motion was approved, unanimously

**20. Adjournment**

At 9:33 p.m. Councilor Havens made a motion to adjourn the Regular Meeting. Councilor Anwar seconded the motion; and it was approved, unanimously.

Respectfully submitted,

  
\_\_\_\_\_  
Deborah W. Reid  
Clerk of the Council

## TAX REFUNDS

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Exhibit A

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

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