

**TOWN COUNCIL  
TOWN OF SOUTH WINDSOR**

**Action Minutes**

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**June 18, 2018**

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

**1. Call Meeting to Order**

Mayor Anwar called the Regular Meeting to order at 7:00 p.m.

**4. Roll Call**

Members Present: Mayor M. Saud Anwar  
Deputy Mayor Andy Paterna  
Councilor Audrey Delnicki  
Councilor Jeffrey Glickman  
Councilor Mary Justine Hockenberry  
Councilor Lisa Maneeley  
Councilor Liz Pendleton  
Councilor Matthew Riley  
Councilor Janice Snyder

Others Present: Matthew Galligan, Town Manager  
Morris Borea, Town Attorney (arrived at 7:30 p.m.)

Deputy Mayor Paterna made a motion to suspend the rules in order to bring Item 15. C. as the next item. Mayor Anwar seconded the motion; and it passed on a roll call vote of 6 to 0 with Councilor Delnicki, Councilor Riley, and Councilor Snyder abstaining.

**15 New Business**

**C. Resolution Renewing the Resolution Creating a Committee to Oversee and Strengthen South Windsor's Before and After School Care Programs**

WHEREAS, the Town of South Windsor initiated conversations to revise the strategic plan in June of 2015 and completed and approved plans in June of 2017 with one of the goals to increase the desirability of the Town of South Windsor and continue to be one of the increasingly desired Towns in the region; and

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**ITEM:**

**15 C. (Continued)**

WHEREAS, this desirability has resulted in a significant increase in the number of families moving to the Town, and resulting in an increased demand on the school system and before and after care programs including the South Windsor Park and Recreations 4<sup>th</sup> "R" program; and

WHEREAS, the increased demand is placing a significant burden on the citizens who have been placed on a waiting list for the 4<sup>th</sup> "R" program. This demand is expected to increase; and

WHEREAS, the community members, parents, and many Council members have publicly requested to assess expansion of the existing program; and the Town Council wishes to create a temporary committee to study and make recommendations regarding the operation and expansion of the existing program and/or new type of services or programs; and

WHEREAS, the recommendations that will be needed would include for the IMMEDIATE HELP and support of the families impacted at this time; and more recommendations for ONGOING STRENGTHENING of the existing program and/or development of other types of services for the LONG TERM BENEFIT of South Windsor residents

NOW, THEREFORE BE IT RESOLVED that a committee, named "South Windsor Before and After School Care Assessment Committee" be approved by the Town Council, to include the stakeholders to study and make recommendations to the Town Council, Manager, and Park and Recreation Department for the immediate help and the ongoing long-term recommendations. The members of the Committee will include the following:

- The Town Manager or his designee;
- One Assistant Town Manager;
- The Park and Recreation Director ;
- The Director of the 4<sup>th</sup> "R" Program; and
- The Superintendent or her designee;

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**ITEM:**

**15. C. (Continued)**

The other members of the Committee will be appointed by the Mayor and will include the following:

- Two parents who have been on the waiting list for the 4th "R" program;
- Two members of the Board of Education (preferably one from each party); and
- Two members of the Town Council (preferably one from each party); and

BE IT FURTHER RESOLVED that the Committee is expected to have meetings that would result in recommendations that would be provided to the Town Council and the public on the July 17, 2018 Town Council meeting; and

BE IT FURTHER RESOLVED that the Committee will continue to meet after July 17, 2018 and will report on a quarterly basis to subsequently evaluate the long-term solutions and recommendations to the Town Council and the public; and

BE IT FURTHER RESOLVED that this Committee will complete its term on November 5, 2019.

Was made by Mayor Anwar  
Seconded by Councilor Pendleton

Mayor Anwar explained that more people are moving to South Windsor and the enrollment in the schools are increasing. The Town needs to be prepared to find a solution to address before and after school care of the children of South Windsor. This is not a political issue, but it is a Town issue which needs a solution.

Councilor Riley explained that he had abstained previously to bring this item forward because he was hoping to hear from the public and the Town Manager. Councilor Riley stated that the Republican side of the table feels Town government has no business being in the daycare business or before and after care. The Council now has parents wanting answers from the Town Council about their daycare needs, this is a private issue.

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**ITEM:**

**15. C. (Continued)**

Councilor Riley expressed several concerns regarding the resolution as follows:

- There should be no cost to the taxpayers.
- The Committee that is being formed should be able to operate efficiently, focused and be able to respond quickly.
- There should be no elected officials on the Committee.

Deputy Mayor Paterna stated that the 4<sup>th</sup> R Program is a program of the Town's and the Town Council is responsible for finding a solution to the issues that have been raised by the public.

Deputy Mayor Paterna called the question. Mayor Anwar seconded the motion; and the motion failed on a roll call vote of 4 to 4 with Councilor Delnicki, Councilor Maneeley, Councilor Riley, and Councilor Snyder voting in favor of the amendment; and Mayor Anwar, Deputy Mayor Paterna, Councilor Glickman, and Councilor Pendleton voting in opposition. Councilor Hockenberry had left the room.

Councilor Pendleton stated that she would be supporting the resolution as proposed because it is her job as a Council member to listen to the residents of South Windsor and it is the Town Council's job to come up with a solution for a program that the Town is running.

Councilor Maneeley stated that there was a meeting held regarding this issue and all who attended have the necessary opinions and information. Councilor Maneeley felt that the people affected should form a Committee to discuss a solution. After something is agreed upon, those individuals could come before the Town Council with a recommendation. This issue should not be a political issue.

Councilor Hockenberry stated that the Town is in the business of before and after care of South Windsor's children. The 4<sup>th</sup> R Program has been running for ten years. Forming a Committee would be the step in the right direction which will hopefully result in a solution which will not cost the taxpayers any more money.

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**ITEM:**

**15. C. (Continued)**

Councilor Glickman said he would be supporting the motion as proposed.

Councilor Snyder stated that the Town Manager has already been given direction to find a solution and report back to the Council. Councilor Snyder said that if this is not political, take the elected officials off of this Committee and have the Town Manager work on this issue.

Deputy Mayor Paterna stated he would be supporting the resolution as proposed. If this Committee had not been voted down the first time, there might have already been a solution found. Council members are legitimate members of the Committee.

Councilor Pendleton took offense to any member saying that the forming of this Committee is politically driven. There would be equal representative on the Committee. The Town Manager would be the Chair for this Committee because the Council does not have any authority over this Committee.

Mr. Galligan explained that the Town began this program after the Board of Education changed the busing in Town. Mr. Galligan voiced concern regarding a Board of Education member who wanted to do an RFP. The Town's motive is to provide a service, and he does not know what an RFP would provide. Mr. Galligan suggested that two parents who have children in the 4<sup>th</sup> R Program be included on the Committee rather than the two Board of Education members, and two individuals who run a daycare rather than the Council members. It would also be helpful to have people from the YMCA be a part of the Committee. Another issue that Mr. Galligan wanted to address is that there should not be any bashing of the Town staff on social media.

Mayor Anwar explained that he wanted members from the Board of Education on the Committee because the Town uses their space. Mr. Galligan stated that the Superintendent or her designee would be the individual to speak to about the space, the Board of Education members set policy.

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**ITEM:**

**15. C. (Continued)**

Councilor Riley amended the resolution as follows:

**C. Resolution Creating a Committee to Fully Explore and Provide Guidance with Recommendations for South Windsor's Before and After School Care Needs and Possible Solution**

WHEREAS, the Town of South Windsor initiated conversations to revise the strategic plan in June of 2015 and completed and approved plans in June of 2017 with one of the goals to increase the desirability of the Town of South Windsor and continue to be one of the increasingly desired Towns in the region; and

WHEREAS, this desirability has resulted in a significant increase in the number of families moving to the Town, and resulting in increased demand on the school system and before and after care programs including the South Windsor Park and Recreations 4<sup>th</sup> "R" program; and

WHEREAS, the increased demand is placing a significant burden on the citizens who have been placed on waiting list for the 4<sup>th</sup> "R" program. This demand is expected to increase; and

WHEREAS, the community members, parents, and many Council members have publicly requested to assess expansion of the existing program; and the Town Council wishes to create a temporary committee to study and make recommendations regarding the operation and expansion of the existing program and/or new type of services or programs; and

WHEREAS, the recommendations that will be needed would include for the IMMEDIATE HELP and support of the families impacted at this time; and more recommendations for ONGOING STRENGTHENING of the existing program and/or development of other types of services for the LONG TERM BENEFIT of South Windsor residents

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**ITEM:**

**15. C. (Continued)**

NOW, THEREFORE BE IT RESOLVED that a committee, named "South Windsor Before and After School Care Assessment Committee" be approved by the Town Council, to study and make recommendations to the Town Council, Manager, and public that will not result in costs to taxpayers for the immediate help and the ongoing long-term recommendations. The members of the Committee will include the following:

- The Town Manager or his designee;
- One Assistant Town Manager;
- The Park and Recreation Director ;
- The Director of the 4<sup>th</sup> "R" Program;
- The Superintendent or her designee; and
- Other members as deemed appropriate by the Town Manager.

BE IT FURTHER RESOLVED that the Committee is expected to have meetings that would result in recommendations that would be provided to the Town Council and the public on the July 17, 2018 Town Council meeting; and

BE IT FURTHER RESOLVED that the Committee will continue to meet after the July 17, 2018 and will report on a quarterly basis to subsequently evaluate the long-term solutions and recommendations to the Town Council and the public; and

BE IT FURTHER RESOLVED that this Committee will complete its term on November 5, 2019.

Mayor Anwar called for a vote on the proposed amendment; it failed on a roll call vote of 4 to 5 with Councilor Delnicki, Councilor Maneeley, Councilor Riley, and Councilor Snyder voting in favor of the amendment; and Mayor Anwar, Deputy Mayor Paterna, Councilor Glickman, Councilor Hockenberry, and Councilor Pendleton voting in opposition.

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**ITEM:**

**15. C. (Continued)**

Mayor Anwar called for a vote on the proposed motion; it passed on a roll call vote of 8 to 1 with Councilor Riley voting in opposition of the motion.

**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 Meeting: Regular Meeting Minutes of June 4, 2018.

Was made by Councilor Snyder  
Seconded by Councilor Pendleton

Councilor Maneeley stated that she did not see any minutes in her packet. Other Council members stated that they did not get a copy of the minutes either.

Councilor Snyder made a motion to table the decision on the June 4, 2018 minutes until the next Town Council meeting. Councilor Maneeley seconded the motion; and it was approved, unanimously.

**13. Consent Agenda**

Councilor Pendleton made a motion to approve Agenda items 14. B. (\*) through 14. D. (\*) as the Consent Agenda. Mayor Anwar seconded the motion; and they were approved, unanimously.

**14. Unfinished Business**

**\*B. Resolution Appointing Michael Sanzo (D) to the Board of Selectmen**

BE IT RESOLVED that the South Windsor Town Council hereby appoints Michael Sanzo (D) to the Board of Selectmen for a term ending November 11, 2019 to fill the unexpired term of David Starr.

**(Approved by Consent Agenda)**



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**ITEM:**

**14. Unfinished Business (Continued)**

**\*C. Resolution Appointing Shawn Jacobaccio (D) an Alternate to the Economic Development Commission**

BE IT RESOLVED that the South Windsor Town Council hereby appoints Shawn Jacobaccio (D) an Alternate to the Economic Development Commission for a term ending November 30, 2019, to fill the unexpired term of David Starr.

**(Approved by Consent Agenda)**

**\*D. Resolution Appointing Janice Favreau (D) to the Mass Transit and Highway Advisory Commission**

BE IT RESOLVED that the South Windsor Town Council hereby appoints Janice Favreau (D) to the Mass Transit and Highway Advisory Commission for a term ending November 30, 2019, to fill the unexpired term of a vacancy.

**(Approved by Consent Agenda)**

**A. Resolution Appointing James Macdonald (R) to the Inland Wetlands Agency/Conservation Commission**

BE IT RESOLVED that the South Windsor Town Council hereby appoints James Macdonald (R) to the Inland Wetlands Agency/Conservation Commission for a term ending December 1, 2020, to fill the unexpired term of Audrey Delnicki.

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

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**ITEM:**

**15. New Business**

**A. Resolution Accepting the FY 2017/2018 Suspense List**

BE IT RESOLVED that the South Windsor Town Council hereby accepts the Suspense List as proposed and submitted by the Collector of Revenue, as shown in attached, **Exhibit A**

Was made by Councilor Riley  
Seconded by Councilor Snyder

Mr. Galligan explained that after fifteen years, the Town writes off certain uncollectibles in accordance with State Statute. The Town will still try to collect them, but the financial statements cannot have taxes more than fifteen years old.

Councilor Riley clarified that these are simply receivables that went uncollected, and even though the Town will continue to try to collect them, they will be written off and no longer be reflected on the Town's books and records.

Mrs. Jennifer Hilinski-Shirley, Collector of Revenue, explained that they are no longer included as an asset. They are still collectibles, and this suspense list is a procedural aspect that the Town does by Statute.

Answering further questions from Councilor Pendleton, Mrs. Hilinski-Shirley explained that personal property is your business personal property. Real Estate is a separate entity which is very seldom written off because it is a secured asset. The only reason 2005 is being written off is because that is something that is a mobile home and has since been destroyed which is why it is no longer collectible.

Councilor Pendleton requested the amount that was written off last year.

Mrs. Hilinski-Shirley explained to the Mayor that she does not believe there is any trend that the suspense list follows. The Collector of Revenues Office at this time is fully staffed and utilizing all of the tools that are available by State Statute. The personal property right now is at a 99.25% collection rate.

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

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**ITEM:**

**15. New Business (*Continued*)**

**D. Resolution Creating a Working Group to Address Concerns Regarding the 4<sup>th</sup> R Program**

WHEREAS, parents have expressed concerns over the missed opportunities for their children to participate in the 4<sup>th</sup> R Program; and

WHEREAS, there have been substantial discussions held by the Town Council regarding this issue; and

WHEREAS, a working group should be established that is made up solely of a small group of stakeholders to review options pertaining to opportunities for additional children to participate in the 4<sup>th</sup> R Program

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council approves the establishment of a working group consisting of the Town Manager, Director of Parks and Recreation, the Superintendent of Schools or her designee, and two parents; and

BE IT FURTHER RESOLVED that this working group shall report back to the Town Council within 60 days.

Councilor Delnicki withdrew this resolution.

**F. Resolution Extending a Tax Assessment Agreement for 85 Nutmeg Road**

WHEREAS, on January 15, 2010 the Town of South Windsor and 85 Nutmeg Road, LLC, entered into a Tax Lien Conveyance and Assessment Agreement; and

WHEREAS, the property located at 85 Nutmeg Road has changed ownership over the years and was acquired by the current owner, 85 Nutmeg Road South, LLC on May 28, 2013; and

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**ITEM:**

**15. F. (Continued)**

WHEREAS, the current owner has expended considerable funds to rehabilitate and market the property, which efforts are ongoing; and

WHEREAS, the current owner is of the opinion that the entire tax benefit contemplated by the January of 2010 agreement was never realized by the property owner; and

WHEREAS, the ongoing efforts at the property require the expenditure of funds to continue to rehabilitate and market the property to realize its full economic potential

NOW, THEREFORE, BE IT RESOLVED that the Town Manager is authorized to negotiate and enter into a tax fixing agreement with 85 Nutmeg Road South, LLC, fixing the property's value at 50% of Fair Market Value for a period of five years beginning with the October 1, 2018 Grand List, and to execute all other documents necessary to implement the terms of the agreement

Was made by Councilor Glickman

Seconded by Mayor Anwar

The motion was approved, unanimously

**G. Resolution Referring the Proposed Lease Purchase of the Four Portable Classrooms at Pleasant Valley Elementary School to the Planning & Zoning Commission Pursuant to Section 8-24 of the Connecticut General Statutes**

WHEREAS, any plan to use Town funds for the expansion of a public building must first be submitted to the South Windsor Planning & Zoning Commission for a report pursuant to Section 8-24 of the Connecticut General Statutes

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby refers the proposed lease-purchase of four portable classrooms for Pleasant Valley Elementary School to the Planning & Zoning Commission pursuant to Section 8-24 of the Connecticut General Statutes.

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**ITEM:**

**15. G. (Continued)**

Was made by Councilor Hockenberry  
Seconded by Councilor Pendleton

Answering questions from the Council, Mr. Galligan stated that the Town will be doing a lease-purchase and will be using the Capital Non-Recurring account to fund the portable classrooms. Mr. Hankard found portable classrooms that were only used for seven months in Greenwich. The Town will not get reimbursed for these portable classrooms because the Town is buying used portable classrooms for approximately \$448,000 instead of over \$800,000.

Mayor Anwar also noted that there was a back order for new portable classrooms.

Answering further questions, Mr. Galligan stated that when Pleasant Valley Elementary School is moved during construction, the portable classrooms will probably move also.

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

**H. Resolution Setting a Time and Place for a Public Hearing to Receive Citizen Input on the Appropriation of \$86,723 of LoCIP Funds**

BE IT RESOLVED that the South Windsor Town Council hereby sets **Monday, July 2, 2018, 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 appropriation of \$86,723 of LoCIP Funds to cover costs associated with the telephone system wiring for new phones at the Police Department and Community Center; and replacement of the cooling tower at the South Windsor Public Library.

Was made by Deputy Mayor Paterna  
Seconded by Councilor Pendleton  
The motion was approved, unanimously

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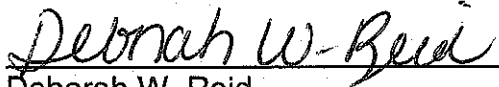
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**ITEM:**

**20. Adjournment**

At 10:40 p.m. Councilor Maneeley made a motion to adjourn the Regular Meeting. Deputy Mayor Paterna seconded the motion; and it was approved, unanimously.

Respectfully submitted,



Deborah W. Reid  
Councilor Clerk



## Town of South Windsor

1540 SULLIVAN AVENUE • SOUTH WINDSOR, CT 06074  
TELEPHONE (860) 644-2511

TO: MATTHEW B. GALLIGAN, TOWN MANAGER  
MEMBERS OF THE TOWN COUNCIL  
FROM: JENNIFER R. HILINSKI-SHIRLEY, CCMC, COLLECTOR OR REVENUE  
SUBJECT: FY 2017-2018 SUSPENSE LIST  
DATE: 11 JUNE 2018  
CC: PATTY PERRY, DIRECTOR OF FINANCE

I respectfully request approval to transfer \$203,160.24 to a Suspense Collection, as they have been deemed uncollectable as noted below with specific information.

### Grand List of October 1, 2005 – October 1, 2006

(Mobile Home Relocated)	Real Estate	\$ 402.84
	Total	\$ 402.84

### Grand List of October 1, 2013 – October 1, 2016

(Deceased Residents)	Motor Vehicle	
	Supplemental MV	\$ 5,640.25
	Total	\$ 5,640.25

### Grand List of October 1, 2011 (Deemed Uncollectable)

Personal Property	\$ 40,278.92
Motor Vehicle	\$ 41,855.91
Supplemental MV	\$ 6,340.02
Total	\$ 88,474.85

### Grand List of October 1, 2012 (Deemed Uncollectable)

Personal Property	\$ 47,189.79
Motor Vehicle	\$ 51,748.27
Supplemental MV	\$ 9,704.24
Total	\$108,642.30

While the aforementioned accounts will be transferred to suspense per State of Connecticut §12-165 the accounts remain collectable in our tax software system for fifteen years from the due date. The transfer to suspense is an efficiency measure and serves to relieve the Town from having to continue to attempt to bill. We will continue to utilize our outside collection agencies.