

**TOWN COUNCIL  
TOWN OF SOUTH WINDSOR**

**Action Minutes**

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**July 1, 2019**

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

**1. Call Meeting to Order**

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

**2. Roll Call**

Members Present: Mayor Andrew Paterna  
Deputy Mayor Liz Pendleton  
Councilor Audrey Delnicki  
Councilor Mary Justine Hockenberry  
Councilor Cesar Lopez  
Councilor Karen Lydecker  
Councilor Lisa Maneeley  
Councilor Matthew Riley  
Councilor Janice Snyder

Others Present: Vanessa Perry, Assistant Town Manager  
Morris Borea, Town Attorney

Others Absent: Matthew B. Galligan, Town Manager

**6. 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: Special Meeting Minutes of June 18, 2019.

Was made by Councilor Riley

Seconded by Councilor Snyder

The motion was approved on a roll call vote of 8 to 0 with Councilor Maneeley abstaining.

**14. Unfinished Business**

**A. Resolution Appointing Gavin Xun Zhu (D) an Alternate to the Board of Assessment Appeals**

**(Resolution Continued on Next Page)**

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**ITEM:**

**15. A. (Continued)**

BE IT RESOLVED that the South Windsor Town Council hereby appoints Gavin Xun Zhu (D) an Alternate to the Board of Assessment Appeals for a term ending November 30, 2021, to fill the unexpired term of Cesar Lopez.

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

At 9:22 p.m. Mayor Paterna recessed the Regular Meeting. At 9:36 p.m., the Regular Meeting reconvened.

**B. Resolution Approving a Transfer of \$50,000 from the Contingency Account to the Economic Development Professional Account**

BE IT RESOLVED that the South Windsor Town Council hereby approves a transfer of \$50,000 from the Contingency Account to the Economic Development Professional Account to cover costs associated with an Agricultural Farming Initiative.

Was made by Councilor Lopez  
Seconded by Councilor Hockenberry

Councilor Riley made a friendly amendment to have the resolution read as follows:

BE IT RESOLVED that the South Windsor Town Council hereby approves a transfer of \$50,000 from the Contingency Account to the Economic Development Professional Account to cover costs associated with Agricultural Farming Initiatives provided that any expenditure out of this account shall be approved by the Town Council.

Councilor Lopez and Councilor Hockenberry agreed to the friendly amendment.

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**ITEM:**

**15. B. (Continued)**

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

The amended resolution to read as follows:

BE IT RESOLVED that the South Windsor Town Council hereby approves a transfer of \$50,000 from the Contingency Account to the Economic Development Professional Account to cover costs associated with Agricultural Farming Initiatives provided that any expenditure out of this account shall be approved by the Town Council.

**D. Resolution Waiving All Permit and Building Fes Payable to the Town of South Windsor for Public Housing Modernization Work at Wapping Mews, 50 Elm Street**

WHEREAS, the Housing Authority of South Windsor (HASW) is modernizing and updating its original apartment development located at 50 Elm Street, known as Wapping Mews; and

WHEREAS, the HASW rents to elderly and/or young disabled persons of low to moderate income which allows individuals an opportunity to be able to afford to reside in the Town of South Windsor; and

WHEREAS, in order to fund said modernization, the Town Council has previously resolved to authorize the HASW to apply for a Community Development Block Grant (CDBG); and

WHEREAS, the Town Council wishes to allow the residents at Wapping Mews to continue to enjoy all that South Windsor has to offer in modern updated apartments; and

WHEREAS, the HASW has been required to expend funds from its reserve accounts in order to complete said work

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**ITEM:**

**15. D. (Continued)**

NOW, THEREFORE, BE IT RESOLVED that any and all permit and/or building fees payable to the Town of South Windsor necessary for the public housing modernization work at Wapping Mews, 50 Elm Street, be waived and that all required permits and approvals may be issued without payment of fees.

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

**E. Resolution Setting a Time and Place for a Public Hearing to Receive Citizen Input on a Proposed Amendment to Ordinance #64 – Street Numbering Ordinance**

BE IT RESOLVED that the South Windsor Town Council hereby sets **Monday, July 15, 2019, 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 a Proposed Amendment to Ordinance #64 – Street Numbering Ordinance, a copy of which is on file in the Office of the Town Clerk and attached as **Exhibit A**.

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

**F. Resolution Setting a Time and Place for a Public Hearing to Receive Citizen Input on the Establishment of a Proposed Ordinance Titled Designated Wildlife Protective Areas  
(Councilor Snyder)**

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**ITEM:**

**15. F. (Continued)**

BE IT RESOLVED that the South Windsor Town Council hereby sets **Monday, July 15, 2019, at 8:30 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 establishment of a proposed Ordinance titled, "Designated Wildlife Protective Areas", a copy of which is on file in the Office of the Town Clerk and attached as **Exhibit B**.

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

**G. Resolution Accepting the Resignation of Carolyn Mirek (R) from the Mass Transit and Highway Advisory Commission**

BE IT RESOLVED that the South Windsor Town Council hereby accepts, with regret, the resignation of Carolyn Mirek (R) from the Mass Transit and Highway Advisory Commission, effective immediately; and

BE IT FURTHER RESOLVED that the South Windsor Town Council extends its thanks to Carolyn Mirek for the time she has dedicated to serving her community by her membership on the Mass Transit and Highway Advisory Commission.

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

Deputy Mayor Pendleton made a motion to amend the Regular Meeting Agenda to add an Executive Session to discuss pending litigation (460 Miller Road) pursuant to Connecticut General Statutes §1-210(b)(4) and §1-200(6)(E); and Negotiations for Collective Bargaining Union (UPSEU Local #424, Unit #65) pursuant to Connecticut General Statutes §1-200(b)(9) and §1-200(6)(E). Councilor Snyder seconded the motion; and it was approved, unanimously.

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**ITEM:**

**19. Executive Session**

At 10:14 p.m., Deputy Mayor Pendleton made a motion go into Executive Session to discuss pending litigation (460 Miller Road) pursuant to Connecticut General Statutes §1-210(b)(4) and §1-200(6)(E); and Negotiations for Collective Bargaining Union (UPSEAU Local #424, Unit #65) pursuant to Connecticut General Statutes §1-200(b)(9) and §1-200(6)(E). Seconded by Councilor Maneeley; and the motion was approved, unanimously

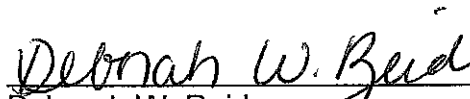
The following individuals went into Executive Session: Mayor Paterna, Deputy Mayor Pendleton, Councilor Delnicki, Councilor Hockenberry, Councilor Lopez, Councilor Lydecker, Councilor Maneeley, Councilor Riley, Councilor Snyder, Assistant Town Manager Vanessa Perry, and Town Attorney Morris Borea.

At 11:05 p.m., Councilor Maneeley made a motion to adjourn the Executive Session. Councilor Snyder seconded the motion; and it was approved, unanimously.

**20. Adjournment**

At 11:05 p.m., Councilor Maneeley made a motion to adjourn the Regular Meeting. Councilor Snyder seconded the motion; and it was approved, unanimously.

Respectfully submitted,

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

# **STREET NUMBERING ORDINANCE**

## **(Amending Ordinance #64)**

### **ARTICLE IV. - NUMBERING OF STRUCTURES [2]**

#### **Sec. 86-116. – Required.**

It shall be the duty of the Town Manager or the designated Town staff member to enforce the Town Addressing Policy and assign a number to every residential, commercial, industrial or other structure located on premises within the town except those structures designated as inapplicable in the Town Addressing Policy. Every owner, agent, lessee, or occupant shall ascertain from the Town Manager or the designated Town staff member the address number assigned to each structure owned, possessed, or controlled by them and shall place that number upon each structure in the manner provided in section 86-117. Addresses shall not be changed unless approved by the Town Manager or the designated Town staff member in accordance with the Town Addressing Policy.

(Code 1978, § 6-800)

#### **Sec. 86-117. - Method of numbering structures.**

New and existing buildings shall have approved address numbers placed in a position to be plainly legible and visible from the street fronting the property. Address numbers shall comply with standards as set by the current State of Connecticut Fire Prevention Code. All numbers shall be of durable metal, glass or plastic or may be painted of neat design with durable material. Numbers made of perishable materials such as wood, paper or cardboard shall not comply with this article. Address numbers for suites within a multiple tenant building or complex shall be individually identified in a manner approved by the Town Manager or the designated Town staff member in accordance with the Town Addressing Policy.

(Code 1978, § 6-801)

#### **Sec. 86-118. - Penalty for violation.**

Any person, whether owner, agent or occupant, who shall fail or refuse to file an application pursuant to the Town Addressing Policy or fails or refuses to correctly number any house or other building owned, occupied or controlled by that person or who shall willfully remove, obliterate, conceal or obscure any house number shall receive a written notice of violation from the Town Manager or a designated Town staff member. The notice of violation shall state the violation and the date said violation shall be remedied, not to exceed ten (10) days from the date of said notice. Upon failure to remedy the violation or commence corrective action to the satisfaction of the Town Manager or a designated Town staff member within the time specified in the notice, the Town Manager or a designated Town staff member shall issue a citation as provided for in Connecticut General Statutes § 7-148 and shall impose a fine of \$25.00. Repeat offenders shall be issued additional citations and fined \$50.00 without first receiving a notice of violation. Additional citations shall be issued no more frequently than seven (7) days following a prior citation.

(Code 1978, § 6-802)

**ARTICLE VII – DESIGNATED WILDLIFE PROTECTIVE AREAS****Sec. 86-166 – Purpose and Intent.**

The purpose of this ordinance is to protect the safety and general welfare of ground nesting wildlife species from predation by domestic animals commonly accompanying citizens utilizing Town owned open space for passive recreation.

**Sec. 86-167 – Applicability.**

This ordinance shall apply to all open space properties owned by the Town that have been designated as a Wildlife Protective area by the South Windsor Town Council by Resolution, including Resolutions adopted prior to the passage of this ordinance.

**Sec. 86-168 – Prohibited Conduct.**

All persons are prohibited from entering a designated Wildlife Protective Area with and/or accompanied by a dog, either on or off leash, and such use is not authorized on said property and violators are subject to being ejected from the property.

**Sec. 86-169 – Penalties for offenses.**

The first violation of this ordinance shall be punished by a fine not to exceed \$100.00. The second violation by any person or entity of any provision of this ordinance shall be punished by a fine of \$175.00. Subsequent violations of any provision of this ordinance shall be punished by a fine of \$250.00

**Sec. 86-170 – Enforcement.**

- (a) Any person aggrieved by an act constituting a violation of this chapter may complain to the South Windsor Police Department which shall enforce these provisions, with or without complaint.
- (b) This chapter shall be enforced by citations issued by the designated municipal officers or employees in accordance with C.G.S. §§ 51-164m and/or 51-164p violations of municipal ordinances (penalty greater than \$90.00 but not more than \$250.00.)
- (c) The appeal of any such infraction ticket issued for violation for municipal ordinance shall be in the centralized infraction bureau and Connecticut Superior “Court system pursuant to C.G.S. §51-16n.

**Sec. 86-171.- Severability.**

All provisions of the Charter, ordinances and/or any applicable laws(s) which are more stringent than those set forth herein, remain valid and may be enforced in addition to the provisions of this chapter. If any section, paragraph, sentence, clause or phrase of this article or any part thereof, is for any reason held to be unconstitutional or invalid, or ineffective by any court of competent jurisdiction, such decision shall not affect the validity or effectiveness of the remaining portion of this article or any part thereof.