

**TOWN COUNCIL  
TOWN OF SOUTH WINDSOR**

**Action Minutes**

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**January 6, 2020**

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

**1. Call Meeting to Order**

Mayor Paterna called the Regular Meeting to order at 7:01 p.m.

**2. Roll Call**

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

Others Present: Michael Maniscalco, Town Manager

Deputy Mayor Pendleton made a motion to suspend the rules in order to go to Items 15. D and Item 15. E. on the agenda. Councilor Snyder seconded the motion, and it was approved unanimously.

**15. New Business**

**D. Resolution Authorizing the Town Manager to Enter into a Mutual Assistance Agreement with the Towns of Vernon, Tolland, and Ellington**

WHEREAS, the Town of South Windsor, Town of Tolland, Town of Ellington, and Town of Vernon believe that mutual assistance in the sharing of the expertise and services of their respective Fire Marshals and/or Deputy Fire Marshals is the best interests of each town; and

WHEREAS, the Town of South Windsor, Town of Tolland, Town of Ellington, and Town of Vernon is each willing to designate its Fire Marshal and/or Deputy Fire Marshal to act as a "Deputy Fire Marshal" in the other Town; and

**(Resolution Continued on Next Page)**

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**ITEM:**

**15. D. (Continued)**

WHEREAS, an agreement has been prepared between the Town of South Windsor, Town of Tolland, Town of Ellington, and Town of Vernon which provides for the services and expertise of the Fire Marshal and/or Deputy Fire Marshal; and

WHEREAS, Sections 7-148cc and 7-339c of the Connecticut General Statutes requires that any agreement related to the joint performance of municipal functions may be approved by the Town Council only after there has been an opportunity for the public to provide comment to the Council on whether to ratify or reject such proposed agreement; and

WHEREAS, Section 29-297(a) of the Connecticut General Statutes requires the appointment of a Deputy Fire Marshals to be made by the legislative body

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby:

1. Authorizes the Town Manager to execute an agreement with the Town of Tolland, Town of Ellington, and Town of Vernon providing for mutual assistance between each municipality and the sharing of services and expertise of their respective Fire Marshals and/or Deputy Fire Marshals in a form satisfactory to the Town Attorney; and
2. Upon the execution of said agreement, appoints the Fire Marshal of the Town of Tolland, Town of Ellington, and Town of Vernon as Deputy Fire Marshal of the Town of South Windsor subject to the terms of the Mutual Assistance Agreement executed by the Town Manager.

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

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**ITEM:**

**15. New Business**

**E. Resolution Authorizing Town Manager Michael Maniscalco to Sign and Execute an Agreement with the State of Connecticut, Department of Transportation**

BE IT RESOLVED that the South Windsor Town Council hereby authorizes Town Manager Michael Maniscalco to sign and execute an agreement, and any other additional documentation necessary with the State of Connecticut, Department of Transportation for a cash grant towards the purchase of a wheelchair-accessible motor vehicle for elderly and/or disabled persons.

Was made by Councilor Maneeley  
Seconded by Councilor Snyder

Mayor Paterna stated that this grant is the normal 80/20 split between the State and the Town and then made a friendly amendment to add language that the responsibility of the 20% would be shared between Human Services and the Town Council budget. Councilor Maneeley and Councilor Snyder both agreed to the friendly amendment.

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

The resolution to read as follows:

BE IT RESOLVED that the South Windsor Town Council hereby authorizes Town Manager Michael Maniscalco to sign, and execute an agreement and any other additional documentation necessary with the State of Connecticut, Department of Transportation for a cash grant towards the purchase of a wheelchair-accessible motor vehicle for elderly and/or disabled persons; and

BE IT FURTHER RESOLVED that South Windsor Town Council hereby directs the Town Manager to split the responsibility of the Town contribution of 20% for the purchase of a wheelchair-accessible motor vehicle for elderly and/or disabled persons between the Human Services Department budget and the Town budget.

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**ITEM:**

**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: Public Hearing Minutes (two sets) of December 16, 2019; and Regular Meeting Minutes of December 16, 2019.

Was made by Councilor Delnicki

Seconded by Deputy Mayor Pendleton

The motion passed on a roll call vote of 8 to 0 with Councilor Hockenberry abstaining.

**13. Consent Agenda**

Councilor Delnicki, Hockenberry, and Lopez made a motion to approved Agenda Items 14. A. (\*) through 14. X. (\*) as the Consent Agenda. Councilor Snyder seconded the motion, and it was approved unanimously.

Councilor Snyder requested that Item 14. F. be taken off of the Consent Agenda.

**14. Unfinished Business**

**\*A. Resolution Reappointing Vicki Paliulis (R) an Alternate to the Water Pollution Control Authority**

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Vicki Paliulis (R) an Alternate to the Water Pollution Control Authority for a term ending November 30, 2023.

**(Approved by Consent Agenda)**

**\*B. Resolution Reappointing Edward Kasheta, Jr. (D) to the Agricultural Land Preservation Advisory Commission**

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Edward Kasheta, Jr. (D) to the Agricultural Land Preservation Advisory Commission for a term ending November 30, 2022.

**(Approved by Consent Agenda)**

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**ITEM:**

**14. Unfinished Business (Continued)**

**\*C. Resolution Reappointing Barbara Kelly (D) to the Agricultural Land Preservation Advisory Commission**

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Barbara Kelly (D) to the Agricultural Land Preservation Advisory Commission for a term ending November 30, 2022.

**(Approved by Consent Agenda)**

**\*D. Resolution Appointing Genevieve Coursey (D) to the Park & Recreation Commission**

BE IT RESOLVED that the South Windsor Town Council hereby appoints Genevieve Coursey (D) to the Park & Recreation Commission for a term ending December 31, 2021, to fill the unexpired term of Mindy Lewis

**(Approved by Consent Agenda)**

**\*E. Resolution Reappointing Debbi Duarte (D) to the Board of Assessment Appeals**

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Debbi Duarte (D) to the Board of Assessment Appeals for a term ending November 30, 2023.

**(Approved by Consent Agenda)**

**\*G. Resolution Reappointing Joshua Johnson (D) to the Mass Transit and Highway Advisory Commission**

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Joshua Johnson (D) to the Mass Transit and Highway Advisory Commission for a term ending November 30, 2023.

**(Approved by Consent Agenda)**

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**ITEM:**

**14. Unfinished Business (Continued)**

**\*H. Resolution Reappointing James MacPherson (D) to the Mass Transit and Highway Advisory Commission**

BE IT RESOLVED that the South Windsor Town Council hereby reappoints James MacPherson (D) to the Mass Transit and Highway Advisory Commission for a term ending November 30, 2023.

**(Approved by Consent Agenda)**

**\*I. Resolution Appointing Shawn Jacobaccio (D) an Alternate to the Water Pollution Control Authority**

BE IT RESOLVED that the South Windsor Town Council hereby appoints Shawn Jacobaccio (D) an Alternate to the Water Pollution Control Authority for a term ending November 30, 2021, to fill the expired term of Anitha Elango.

**(Approved by Consent Agenda)**

**\*J. Resolution Reappointing Sue Larsen (D) to the Mass Transit and Highway Advisory Commission**

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Sue Larsen (D) to the Mass Transit and Highway Advisory Commission for a term ending November 30, 2023, to fill the expired term of Anitha Elango.

**(Approved by Consent Agenda)**

**\*K. Resolution Reappointing Cile Decker (D) to the Agricultural Land Preservation Advisory Commission**

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Cile Decker (D) to the Agricultural Land Preservation Advisory Commission for a term ending November 30, 2022.

**(Approved by Consent Agenda)**

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**ITEM:**

**14. Unfinished Business (Continued)**

**\*L. Resolution Reappointing Sandy Jeski (D) to the Agricultural Land Preservation Advisory Commission**

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Sandy Jeski (D) to the Agricultural Land Preservation Advisory Commission for a term ending November 30, 2022.

**(Approved by Consent Agenda)**

**\*M. Resolution Reappointing Joseph Kennedy (D) to the Agricultural Land Preservation Advisory Commission**

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Joseph Kennedy (D) to the Agricultural Land Preservation Advisory Commission for a term ending November 30, 2022.

**(Approved by Consent Agenda)**

**\*N. Resolution Reappointing Winifred Wilson (D) to the Personnel Board of Appeals**

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Winifred Wilson (D) to the Personnel Board of Appeals for a term ending November 30, 2022.

**(Approved by Consent Agenda)**

**\*O. Resolution Appointing Ritu Goel (D) to the South Windsor Alliance for Families**

BE IT RESOLVED that the South Windsor Town Council hereby appoints Ritu Goel (D) to the South Windsor Alliance for Families for a term ending September 1, 2021, to fill an expired vacancy.

**(Approved by Consent Agenda)**

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**ITEM:**

**14. Unfinished Business (Continued)**

**\*P. Resolution Reappointing Sandra Reault (D) to the South Windsor Alliance for Families**

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Sandra Reault (D) to the South Windsor Alliance for Families for a term ending September 1, 2021, to fill an expired vacancy.

**(Approved by Consent Agenda)**

**\*Q. Resolution Reappointing Ritu Goel (D) to the Park & Recreation Commission**

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Ritu Goel (D) to the Park & Recreation Commission for a term ending December 31, 2023.

**(Approved by Consent Agenda)**

**\*R. Resolution Reappointing Matthew Montana (D) to the Public Building Commission**

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Matthew Montana (D) to the Public Building Commission for a term ending November 30, 2023.

**(Approved by Consent Agenda)**

**\*S. Resolution Reappointing Linda Jeski (D) to the Economic Development Commission**

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Linda Jeski (D) to the Economic Development Commission for a term ending November 30, 2023.

**(Approved by Consent Agenda)**



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**ITEM:**

**14. Unfinished Business (Continued)**

**\*T. Resolution Reappointing Barbara Kelly (D) to the Inland Wetlands Agency/Conservation Commission**

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Barbara Kelly (D) to the Inland Wetlands Agency/Conservation Commission for a term ending December 1, 2023.

**(Approved by Consent Agenda)**

**\*U. Resolution Reappointing Adam Reed (D) to the Inland Wetlands Agency/Conservation Commission**

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Adam Reed (D) to the Inland Wetlands Agency/Conservation Commission for a term ending December 1, 2023.

**(Approved by Consent Agenda)**

**\*V. Resolution Reappointing Marcia Andrus (D) to the Library Board**

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Marcia Andrus (D) to the Library Board for a term ending November 30, 2023.

**(Approved by Consent Agenda)**

**\*W. Resolution Appointing Paul Cote (D) a Full Member to the Inland Wetlands Agency/Conservation Commission**

BE IT RESOLVED that the South Windsor Town Council hereby appoints Paul Cote (D) a full member to the Inland Wetlands Agency/Conservation Commission for a term ending December 1, 2020, to fill the unexpired vacancy (D. Seypura).

**(Approved by Consent Agenda)**

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**ITEM:**

**14. Unfinished Business (Continued)**

**\*X. Resolution Appointing Steven King, Jr. (D) an Alternate to the Inland Wetlands Agency/Conservation Commission**

BE IT RESOLVED that the South Windsor Town Council hereby appoints Steven King, Jr. (D) an Alternate to the Inland Wetlands Agency/Conservation Commission for a term ending December 1, 2020, to fill the unexpired term of Paul Cote.

**(Approved by Consent Agenda)**

**F. Resolution Appointing Mindy Lewis (D) an Alternate to the Economic Development Commission**

BE IT RESOLVED that the South Windsor Town Council hereby appoints Mindy Lewis (D) an Alternate to the Economic Development Commission for a term ending November 30, 2023, to fill the expired term of Shawn Jacobaccio.

Was made by Councilor Hockenberry  
Seconded by Councilor Snyder

Councilor Snyder made a motion to table this item until the Council receives information from the Town Manager on whether a Town employee can be on the Economic Development Commission. Councilor Maneeley seconded the motion; and it was approved, unanimously.

**15. New Business (Continued)**

**C. Resolution Authorizing the Appropriation of \$32,045 from the Capital and Non-Recurring Expenditure Account to Cover an Overage of the Skate Park Project at Nevers Road Park**

WHEREAS, the Town Council wishes to use \$32,045 from the Capital and Non-Recurring Expenditure Account to cover an overage from the Skate Park Project at Nevers Road; and

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**ITEM:**

**15. C. (Continued)**

WHEREAS, the required public hearing was held on Monday, December 16, 2019

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby authorizes Town Manager Michael Maniscalco to appropriate \$32,045 from the Capital and Non-Recurring Expenditure Account to cover an overage from the Skate Park Project at Nevers Road.

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

**F. Resolution Approving the Revised Town Council Rules and Procedures**

BE IT RESOLVED that the South Windsor Town Council hereby approves the revised Town Council Rules and Procedures.

Was made by Councilor Lydecker  
Seconded by Deputy Mayor Pendleton

Mayor Paterna reviewed corrections that should be made in the Town Council Rules as follows:

- Article I, Section 6, Item d – Change Councilpersons to Council members.
- Anywhere it talks about Public Input, should read [Town Council members will not respond to any public comments/questions].
- Article IV, Section 2 – Eliminate Item #6 (should read Item #6 and #14).
- Article IV, Section 2 – Eliminate the whole section under Item #14.
- Article VII, Section 1, Item c – where it says “existing Ordinances or States,” it should read “existing Ordinances or State Statutes.”
- Article XVII – Anywhere it says Bi-Annually, it should read Biennially.
- Article XVII – under RFP, “noticed in a local” is repeated and should be deleted.
- Article XVII – where it says “know”, should read “known.”

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**ITEM:**

**15. F. (Continued)**

Council members agreed to the corrections and then discussed proposed changes from Deputy Mayor Pendleton. These changes will be incorporated into the Town Council Rules and Procedures (redlined version) and will be discussed at the next Town Council meeting.

Deputy Mayor Pendleton made a motion to postpone this resolution until the next Town Council meeting. Councilor Delnicki seconded the motion; and it was approved unanimously.

**G. Resolution Adopting a Budget Policy Statement for the Fiscal Year 2020/2021 Budget**

WHEREAS, the South Windsor Town Council, in preparation for the upcoming Budget would like to establish a Budget Policy Statement; and

WHEREAS, the policy has been reviewed and recommended by a bi-partisan committee and presented to the Town Council; and

WHEREAS, the Budget Policy Statement is referenced to appropriate sections of the Strategic Plan; and

WHEREAS, the Budget Policy Statement has been reviewed and edited a number of times from November 15, 2019, through December 15, 2019; and

WHEREAS, the Budget Policy Statement for the Town of South Windsor will give direction to all Town departments and the Board of Education, as they formulate their budgets

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby adopts the Budget Policy Statement for the Fiscal Year 2020/2021 Budget.

Was made by Councilor Snyder  
Seconded by Deputy Mayor Pendleton

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**ITEM:**

**15. G. (Continued)**

Council members reviewed the Budget Policy Statement. The following changes were made by consensus of the Council:

- Under Guidelines, shortfalls should be eliminated under the second bullet.
- After 2020-2021 Budget Goals, it should say "Not in order of priorities".
- Under The Council for its part will, number three should read "Replenishing our tax stabilization fund (1% of economic development tax dollars to the tax stabilization fund) (Consistent with Town Ordinance #222, Chapter 2, Article I, Section 2-4).

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

**H. Resolution Approving the Town Council Meeting Schedule for 2020**

BE IT RESOLVED that the South Windsor Town Council hereby approves the Town Council Meeting Schedule for 2020.

Was made by Councilor Hockenberry  
Seconded by Deputy Mayor Pendleton

At 11:00 p.m. Deputy Mayor Pendleton made a motion to extend the meeting for ten minutes. Councilor Maneeley seconded the motion; and it was approved unanimously.

Councilor Snyder made a friendly amendment to eliminate November 2, 2020 from the meeting schedule. Councilor Hockenberry agreed to the friendly amendment. Deputy Mayor Pendleton did not agree to the friendly amendment, so the friendly amendment failed.

Councilor Snyder made a motion to amend the Town Council Meeting schedule for 2020 to eliminate November 2, 2020. Councilor Maneeley seconded the motion. The motion passed on a roll call vote of 8 to 1 with Deputy Mayor Pendleton voting in opposition.

Mayor Paterna called for a motion on the amended resolution; it passed on a roll call vote of 8 to 1 with Deputy Mayor Pendleton voting in opposition.

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**ITEM:**

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

**I. Resolution Accepting the Resignation of Marek Kozikowski (R) an Alternate from the Inland Wetlands Agency/Conservation Commission**

BE IT RESOLVED that the South Windsor Town Council hereby accepts, with regret, the resignation of Marek Kozikowski (R) an Alternate from the Inland Wetlands Agency/Conservation Commission; and

BE IT FURTHER RESOLVED that the South Windsor Town Council extends its thanks to Marek Kozikowski for the time he has dedicated to serving his community by his membership on the Inland Wetlands Agency/Conservation Commission.

Was made by Councilor Delnicki  
Seconded by Councilor Maneeley  
The motion as approved, unanimously

Mayor Paterna made a motion to suspend the rules in order to go to Item 16. A. on the agenda. Councilor Delnicki seconded the motion; and it was approved unanimously.

**16. Passage of Ordinance**

**A. Resolution Adopting the Proposed Amendment to Ordinance #224 – an Ordinance Authorizing the Acquisition of Open Space/Purchase of Development Rights**

BE IT RESOLVED that the South Windsor Town Council hereby adopts the proposed amendment to Ordinance #224 – an Ordinance Authorizing the Acquisition of Open Space/Purchase of Development Rights, as shown in attached **Exhibit A**.

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

At 11:10 p.m. Deputy Mayor Pendleton made a motion to extend the meeting for ten minutes. Councilor Delnicki seconded the motion; and it was approved unanimously.

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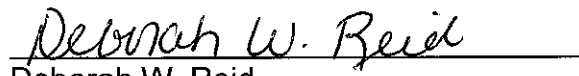
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**ITEM:**

**20. Adjournment**

At 11:20 p.m. Councilor Maneeley made a motion to adjourn the Regular Meeting. Deputy Mayor Pendleton seconded the motion and it was approved unanimously.

Respectfully submitted,

  
Deborah W. Reid  
Clerk of the Council

**AMENDS ORDINANCE #224**

**AN ORDINANCE AUTHORIZING THE ACQUISITION OF OPEN  
SPACE/PURCHASE OF DEVELOPMENT RIGHTS**

Pursuant to the November 8, 2005 Resolution Appropriating Funds For Acquisition of Open Space and consistent with the Town's Plan of Conservation and Development and its Open Space Master Plan, the Town shall acquire and hold as open space the real properties identified below. The properties shall be acquired in accordance with the Town's Charter and Code of Ordinances and the General Statutes regarding the acquisition of real property and open space, and pursuant to the terms of any purchase and sale agreement and costs and expenses approved therefor by the Town Council. Consistent herewith, the Town Manager is authorized to enter into any Town Council approved purchase and sale agreement and to execute all documents necessary to facilitate the acquisition of the real properties identified below.

1. 491 King Street, South Windsor, Connecticut
2. 559 Avery Street, South Windsor, Connecticut
3. R002A Collins Lane, South Windsor, Connecticut (corner of Sand Hill Road and Nevers Road)
4. 1355 Ellington Road, South Windsor, Connecticut

and/or Development Rights:

1. R043, R044, 726, and R048 Main Street, South Windsor, Connecticut; and R011 Pleasant Valley Road, South Windsor, Connecticut