

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

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March 1, 2021

TOWN COUNCIL – REGULAR MEETING
VIRTUAL MEETING

1. Call Meeting to Order

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

3. Roll Call

Members Present: Mayor Andrew Paterna
Deputy Mayor Liz Pendleton
Councilor Erica Evans
Councilor Mary Justine Hockenberry
Councilor Philp Koboski (joined the meeting after being
appointed and then sworn in by the Town Clerk)
Councilor Cesar Lopez
Councilor Karen Lydecker
Councilor Lisa Maneeley
Councilor Janice Snyder

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

5. Adoption of Agenda

Councilor Hockenberry made a motion to adopt the agenda. Deputy Mayor Pendleton seconded the motion.

Deputy Mayor Pendleton made a motion to amend the agenda to move Item 12. A. (Resolution Appointing Philip Koboski to the South Windsor Town Council) after Item 5. (Adoption of Agenda); moving Item 13. E. (Resolution Approving Offer of a Tax Assessment Agreement with Barry Equipment), 13. C. (Discussion Item: A Request to Fly the American Legion Flag from March 2, 2021 through March 31, 2021); 13. D. (Resolution Approving a Request to Fly the American Legion Flag), 13. A. (Discussion Item: Absentee Ballots); and 17. A. (Executive Session) after Item 7 (Public Input). Councilor Maneeley seconded the amendment, and it was approved unanimously.

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

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ITEM:

12. Unfinished Business

A. Resolution Appointing Philip Koboski (R) to the South Windsor Town Council

BE IT RESOLVED that the South Windsor Town Council hereby appoints Philip Koboski (R) to the South Windsor Town Council for a term ending November 8, 2021, to fill the unexpired term of Audrey Delnicki.

Was made by Councilor Maneeley
Seconded by Councilor Hockenberry
The motion was approved unanimously

Councilor Koboski was sworn in by Bonnie Armstrong, Town Clerk, and joined the Town Council.

13. New Business

E. Resolution Approving Offer of a Tax Assessment Agreement with Barry Equipment

WHEREAS, a Request for Tax Abatement has been received from Barry Equipment for property located at 1608 John Fitch Boulevard, South Windsor, CT; and

WHEREAS, the Town of South Windsor's Tax Partnership Program established pursuant to Connecticut General Statutes Section 12-65b, is intended to encourage the development and expansion of quality businesses in Town through tax and other economic incentives and is designed to retain and attract businesses that will generate substantial additional tax revenues and employment opportunities for the Town while providing quality goods and services; and

WHEREAS, at the Economic Development Commission meeting held on January 27, 2021, the Commission reviewed and recommended that a tax assessment agreement be offered to Barry Equipment; and

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ITEM:

13. E. (Continued)

WHEREAS, the Town Manager recommends, pursuant to said program, that a tax assessment agreement be offered to Barry Equipment as an incentive to invest an estimated \$750,000 in total costs for a 5,000 square foot expansion of an existing building in South Windsor (the land and building improvements collectively referred to as the "Real Property")

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council is pleased to offer a tax assessment agreement between the Town and Barry Equipment reducing the amount of the estimated real property assessment by 60% for the first year; 50% for the second year; and 40% for the third year with an estimated tax benefit reduction of approximately \$30,000 total over the three (3) years, commencing with the Grand List following the date the Certificate of Occupancy is issued for the Real Property; provided, however, that if such assessment is changed by any future Town revaluation, the new assessed value of the Real Property shall be reduced by the percentage applicable to the year within the three (3) year period such assessment is changed; and

BE IT FURTHER RESOLVED that the South Windsor Town Council's offer to Barry Equipment is conditioned upon Barry Equipment (1) meeting the estimated \$750,000 construction cost figure and agreeing to the estimated assessment figure; and (2) continuing to pay the real estate taxes on the facility for a minimum of ten (10) years from the date the Certificate of Occupancy is issued; if Barry Equipment fails to meet either of these conditions, Barry Equipment shall refund the Town of South Windsor all of the tax benefit reductions it has received; and

BE IT FURTHER RESOLVED that the South Windsor Town Council's offer is contingent upon Barry Equipment's execution of a written agreement reflecting the terms set forth in the resolution and such other terms as the Town may require.

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

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ITEM:

13. New Business (*Continued*)

D. Resolution Approving a Request to Fly the American Legion Flag

WHEREAS, the South Windsor Town Council has received an application from the American Legion who have requested that the American Legion Flag be flown from March 2, 2021 through March 31, 2021, in celebration of their anniversary

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby approves this request and asks that Town Manager Michael Maniscalco put the American Legion Flag up beginning Tuesday, March 2, 2021, on the flagpole.

Was made by Deputy Mayor Pendleton
Seconded by Councilor Snyder

Councilor Snyder made a motion to amend the resolution by adding 102nd before anniversary. Councilor Hockenberry seconded the amendment, and it was approved unanimously.

Deputy Mayor Pendleton made a motion to amend the resolution by adding "Abe E. Miller" before American Legion and "Post 133" after American Legion. Councilor Maneeley seconded the amendment, and it was approved unanimously.

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

The resolution to read as follows:

WHEREAS, the South Windsor Town Council has received an application from the Abe E. Miller American Legion Post 133 who have requested that the American Legion Flag be flown from March 2, 2021 through March 31, 2021, in celebration of their 102nd Anniversary

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby approves this request and asks that Town Manager Michael Maniscalco put the Abe E. Miller American Legion Post 133 Flag up beginning Tuesday, March 2, 2021, on the flagpole.

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ITEM:

17. Executive Session

At 8:14 p.m., Deputy Mayor Pendleton made a motion to go into Executive Session to discuss an "Agreement Between the Town of South Windsor and Public Works – AFSCME Local 1303-028, Council #4." Councilor Hockenberry seconded the motion, and it was approved unanimously.

The following individuals went into Executive Session: Mayor Paterna, Deputy Mayor Pendleton; Councilor Evans; Councilor Hockenberry; Councilor Koboski, Councilor Lopez; Councilor Lydecker, Councilor Maneeley; Councilor Snyder; Scott Roberts, Assistant Town Manager/CIO/Emergency Management; Vanessa Perry, Assistant Town Manager/Director of Human Resources; and Michael Maniscalco, Town Manager.

At 8:48 p.m., Councilor Maneeley made a motion to adjourn the Executive Session. Councilor Snyder seconded the motion, and it was approved unanimously.

8. 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 February 16, 2021.

Was made by Councilor Snyder

Seconded by Councilor Maneeley

The motion pass on a Roll Call vote of 7 to 0, with Councilor Koboski and Councilor Lydecker abstaining.

11. Consent Agenda

Councilor Maneeley made a motion to approve Agenda Item 11.a.A. as a First Reading on the Consent Agenda. Councilor Snyder seconded the motion, and it was approved unanimously.

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ITEM:

11. Consent Agenda (Continued)

a. First Reading

- A. Resolution Appointing Robert Burns (R) an Alternate to the Economic Development Commission and Postponing Consideration of this Motion until the Town Council's Next Regularly Scheduled Meeting**

BE IT RESOLVED that the South Windsor Town Council hereby appoints Robert Burns (R) an Alternate to the Economic Development Commission for a term ending November 30, 2024, to fill the expired term of Shailesh Verma and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

b. Second Reading

Councilor Maneeley made a motion to approve Agenda Items 11.b.A. through 11.a.D. as a Second Reading on the Consent Agenda. Councilor Snyder seconded the motion, and it was approved unanimously.

- A. Resolution Appointing Stephanie Dexter (R) to the Demolition Delay Committee**

BE IT RESOLVED that the South Windsor Town Council hereby appoints Stephanie Dexter (R) to the Demolition Delay Committee for a term ending December 31, 2022, to fill the expired term of Kevin Greer.

- B. Resolution Appointing Renee Powell (R) to the Mass Transit and Highway Advisory Commission**

BE IT RESOLVED that the South Windsor Town Council hereby appoints Renee Powell (R) to the Mass Transit and Highway Advisory Commission for a term ending November 30, 2023, to fill an expired vacancy (previously occupied by Carolyn Mirek).

- C. Resolution Appointing Stephanie Weintraub (R) to the Human Relations Commission**

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ITEM:

11. Consent Agenda (Continued)

b. Second Reading (Continued)

BE IT RESOLVED that the South Windsor Town Council hereby appoints Stephanie Weintraub (R) to the Human Relations Commission for a term ending November 30, 2023, to fill the expired term of James O'Brien.

D. Resolution Appointing Michael LeBlanc (R) to the Mass Transit and Highway Advisory Commission

BE IT RESOLVED that the South Windsor Town Council hereby appoints Michael LeBlanc (R) to the Mass Transit and Highway Advisory Commission for a term ending November 30, 2021, to fill an unexpired vacancy (previously occupied by Robert Dickinson).

13. New Business (Continued)

B. Resolution Accepting the Agreement Between the Town of South Windsor, Connecticut and Local 1303-028 of Council #4, AFSCME, AFL-CIO for the Period July 1, 2019 through June 30, 2024

BE IT RESOLVED that the South Windsor Town Council authorizes Town Manager Michael Maniscalco to enter into a Contract between The Town of South Windsor, Connecticut and Local 1303-028 of Council #4, American Federation of State, County and Municipal Employees, AFL-CIO, said Contract to be in effect from July 1, 2019 through June 30, 2024.

Was made by Councilor Evans
Seconded by Councilor Hockenberry
The motion was approved unanimously

F. Resolution Adopting a Budget Policy Statement for the Fiscal Year 2021/2022 Budget

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

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ITEM:

13. F. (Continued)

WHEREAS, the policy has been presented to the Town Council for their review; 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 2021/2022 Budget, as shown in attached **Exhibit A**.

Was made by Councilor Lydecker
Seconded by Councilor Hockenberry

Some Council members voiced their concerns with items in the Budget Policy Statement. It was decided that Council members would review this document again, and it would be brought back to the next Town Council meeting.

Deputy Mayor Pendleton made a motion to postpone Item 13. F. until the March 15, 2021, Town Council meeting to allow Council members to review the Budget Policy Statement. Councilor Snyder seconded the motion, and it was approved unanimously.

H. Resolution Approving a Statement of Support Regarding the Black Lives Matter Movement in South Windsor

WHEREAS, on June 15, 2020, the Town Council recognized racism as a public health crisis and approved the creation of a Town Council Sub-Committee to address the Black Lives Matter Movement in South Windsor; and

WHEREAS, one of the tasks that the Sub-Committee was charged with was to draft a Statement of Support regarding the Black Lives Matter Movement in South Windsor to address racism as a public health crisis within our community; and

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ITEM:

13. H. (Continued)

WHEREAS, the Black Lives Matter Sub-Committee worked diligently on this task and, completed the draft at their meeting held on January 28, 2021, and has submitted it to the South Windsor Town Council

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby approves the Statement of Support, as shown in attached **Exhibit B.**

Was made by Councilor Evans
Seconded by Councilor Hockenberry
The motion was approved unanimously

J. Resolution Designating March 13, 2021, as South Windsor Teacher Thank You Day in the Town of South Windsor

WHEREAS, the COVID-19 Pandemic has taken a grip on South Windsor and the entire world commencing in March 2020, thereby changing the delivery of education; and

WHEREAS, on March 13, 2020, South Windsor Schools closed and were forced to enter into a remote learning mode to protect our students, staff, families, and community; and

WHEREAS, South Windsor Teachers demonstrated their commitment to learning through engaging in an unprecedented distance or remote learning model with little to no previous training or in-place procedures; and

WHEREAS, South Windsor Teachers exemplified their dedication to our community by displaying their endurance, flexibility, and fortitude by working diligently with students and families through countless extended hours in a revised and constantly changing teaching method in a quick and timely manner

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby recognizes and commends the South Windsor Board of Education, Superintendent of Schools, Administrators, Clerical staff, Building staff, and Paraprofessionals for ensuring our School District has navigated our community through these extraordinary learning times; and

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ITEM:

13. J. (Continued)

BE IT FURTHER RESOLVED that the South Windsor Town Council officially recognizes the relentless perseverance and efforts of our teachers to deliver education to our students designating March 13, 2021, as South Windsor Teacher Thank You Day in the Town of South Windsor.

Was made by Councilor Snyder
Seconded by Councilor Lydecker
The motion was approved unanimously

K. Resolution Accepting the Resignation of Michael Giannamore (U) from the Historic District Commission

BE IT RESOLVED that the South Windsor Town Council hereby accepts with regret the resignation of Michael Giannamore (U) from the Historic District Commission; and

BE IT FURTHER RESOLVED that the South Windsor Town Council extends its thanks to Michael Giannamore for the time he has dedicated to serving his community by his membership on the Historic District Commission.

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

L. Resolution Approving a Refund of Taxes to Fourteen (14) South Windsor Taxpayers

BE IT RESOLVED that the South Windsor Town Council hereby approves a refund of property taxes to fourteen (14) South Windsor Taxpayers, the total of said refunds being \$14,068.78 and as more fully described on attached Exhibit C.

Was made by Councilor Hockenberry
Seconded by Deputy Mayor Pendleton
The motion was approved unanimously]

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ITEM:

18. Adjournment

At 10:40 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

TOWN OF SOUTH WINDSOR, FISCAL YEAR 2021-2022 (DRAFT-PROPOSED) (DRAFT) Town Council Budget Policy Statement

OBJECTIVE

The objective of this budget policy statement is to provide guidance from the Town Council to the Town Manager and the Superintendent of Schools/Board of Education during the creation and presentation of the 2021-2022 South Windsor Town Budget. The intent of this Budget Policy Statement is to provide guidance to those charged with presenting both the general government budget and the education budget recommendations to the South Windsor Town Council.

GENERAL STATEMENT: The Town of South Windsor's annual budget is a document that will consider the financial impact on residents.

GUIDELINE: *Budget information will be presented to residents as early as possible.*

GOALS:

- Include taxpayers in the budget process and information, utilizing public hearings (WebEx Virtual), Town website, local newspaper notices, Citizens Guide to the Budget (website), and Town Council and Board of Education meetings/public input.
- Budgets presented should reflect the guidelines presented here as well as projected revenue, anticipated State of CT funding, **and current economic conditions, including COVID-19 related expenses.**
- **The Town Manager and the Superintendent should present their respective budgets utilizing the safest method for presentation during the times of the global pandemic.**
- The Town Manager's budget will incorporate the Capital Projects Committee budget recommendations for Municipal Government Improvements and future development.

2021-2022 BUDGET GOALS

1. Town Council **shall NOT** use the fund balance to lower the annual mill rate or pay for Town operating expenses **(ref- #1 strategic plan)**
2. **Continue to maintain and enhance a fiscally sound position for the community in an effort to strive for a AAA credit rating from S&P. (ref-#1 strategic plan)**
3. To the extent possible, town staffing levels should remain consistent with previous year, while hiring staff for replacement positions is recommended. **(ref- #4 strategic plan)**
4. Support efforts for public health, safety and welfare for all residents in all age groups **(ref- #5 and #6 strategic plan)**
5. Town Council will support the implementation of ongoing infrastructure projects including the redevelopment of town owned facilities **(reference #4 strategic plan)**
6. Town Council will support contractual educational requirements and in order to meet increased enrollment needs **(ref-# 2 strategic plan)**
7. The Town Council will evaluate the Capital Projects Committee update of the Town's long-term Municipal Improvement Plan **(ref-#1 and #4 strategic plan)**
8. The Town Council **will realistically estimate state** revenues and consider possible reductions in state funding **(ref-# 1 strategic plan)**

9. Continue to support investment in new technologies and updates to IT for efficiencies and enhancement of services to the public. *(ref-#8 strategic plan)*

The Council for its part will:

1. Continue to support the Town Manager's labor negotiation efforts **to achieve the best financial position for the town.**
2. **Work to realize efficiencies and cost-savings for taxpayers.**
3. Seek cost-savings by pursuing regional sharing of services.
4. Continue our tax stabilization fund (1% of economic development tax dollars contributed to this fund).

Date Approved by Town Council: _____



TOWN OF SOUTH WINDSOR, CONNECTICUT
STATEMENT OF SUPPORT
ELIMINATE SYSTEMIC RACISM IN OUR TOWN



On June 15, 2020, the South Windsor Town Council declared
Racism as a Public Health Crisis in our community in the
housing, health care, education, job training, and employment arenas.

1. We recognize and support the goals of social justice and racial equality in our community, passionately stand against racial discrimination, and condemn violence against our black, indigenous, and people of color (BIPOC).
2. We stand firmly against police brutality, targeted racism, and profiling against the BIPOC community.
3. We commit to policy changes that address racial and cultural bias and will create a welcoming community inclusive of BIPOC.
4. We promise to search and utilize specific avenues focused on the recruitment of BIPOC candidates for government job opportunities.

The Town of South Windsor will take the following actions:

- A. Encourage a more diverse community involvement through a Racial Equity and Social Justice Commission through Ordinance to address specific issues at the root of racial bias and to suggest and implement proactive opportunities.
- B. Commit to anti-racist and anti-bias training for every town employee and elected official on an annual basis of twelve (12) hours minimum.
- C. Provide training sessions, community conversations, reading lists, and forums through a variety of media for all South Windsor residents, specifically targeted to bring about awareness of the following:
 - a. Critical self-reflection on racism.
 - b. Inequities and history still alive in our system.
 - c. Action and advocacy to fight racial and social injustice.
- D. Ensure the Town Government and Police Department continually improve upon policies and procedures that eliminate racism, bias, and profiling interactions in the hiring process of our BIPOC community. Increase diversity of employment through recruitment and hiring. Develop a system of open and transparent communication between town employees and citizens to create dialogue regarding issues and topics within our community.

Name	Bill	Prop Loc/Vehicle Info.	Reason	Over Paid
ADMIRAL MOVING AND STORAGE INC	2019-03-5000288	2003/104GP243838230083	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(20.08)
ADMIRAL MOVING AND STORAGE INC	2019-03-5000293	2004/1HTMMMAAL34H604141	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(265.92)
CAB EAST LLC	2019-03-5003245	2018/1FTFW1EP9JKF48357	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(72.95)
CARON DOUGLAS M	2019-03-5003562	2017/3TMDZ58N8HMD35746	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(653.17)
FARMTEK DIV OF ENGINEER SER	2019-02-0040502	1395 JOHN FITCH BLVD	Sec. 12-129 Refund of Excess Payments.	(6,903.63)
HENDRICKSON ROBERT A & PATRICIA L	2019-01-0004221	20 SHARON DRIVE	Sec. 12-129 Refund of Excess Payments.	(10.00)
JP MORGAN CHASE BANK NA	2019-03-5011916	2019/4S3GKAM64K3606870	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(245.47)
LIBERTY BANK	2019-01-0002894	191 NATSISKY FARM ROAD	Sec. 12-129 Refund of Excess Payments.	(67.33)
LIBERTY BANK	2019-01-0005406	101 CANDLEWOOD DRIVE	Sec. 12-129 Refund of Excess Payments.	(1,178.07)
LIBERTY BANK	2019-01-0005946	257 PEPIN PLACE	Sec. 12-129 Refund of Excess Payments.	(3,496.33)
MILLER KATHLEEN R	2019-03-5015800	2009/5FNYF482298026984	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(152.09)
PERRY CHRISTINE & JOHN T &	2019-01-0007705	30 HERMAN WAY	Sec. 12-129 Refund of Excess Payments.	(416.30)
THEODOROPoulos THEODOROS	2019-04-8002988	2019/4S3GTA6XK3716761	Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(42.54)
WELLS FARGO REAL ESTATE TAX SERVICES	2018-01-0011208	665 NEVERS ROAD	Sec. 12-129 Refund of Excess Payments.	(544.90)
Total of 14 Refunds				<u>(14,068.78)</u>

Drafted by:

*Carlene Andrujat*Carlene Andrujat
Revenue Clerk

Date:

2/17/21

Approved by:

*Jennifer R. Hillinski Shirley*Jennifer R. Hillinski Shirley, CCMC, CCMO
Collector of Revenue

Date:

17 Feb 2021