

**TOWN COUNCIL  
TOWN OF SOUTH WINDSOR**

**Revised Action Minutes**

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**July 6, 2021**

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

**1. Call Meeting to Order**

Mayor Paterna called the Regular Meeting to order at 7:08 p.m.

**3. Roll Call**

Members Present: Mayor Andrew Paterna  
Deputy Mayor Liz Pendleton  
Councilor Erica Evans  
Councilor Steven King, Jr.  
Councilor Philp Koboski  
Councilor Cesar Lopez  
Councilor Lisa Maneeley  
Councilor Janice Snyder

Members Absent: Councilor Karen Lydecker

Others Present: Michael Maniscalco, Town Manager

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

**5. Adoption of Agenda**

Councilor Maneeley made a motion to adopt the agenda as presented. Councilor Snyder seconded the motion.

Mayor Paterna made a motion to add an item to the agenda (13. H.) under New Business, a Resolution Accepting the Resignation of Michael Gonzalez (D) from the Board of Education. Councilor Snyder seconded the motion, and it was approved unanimously.

Mayor Paterna called for a vote on the amended motion; 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: Special Meeting Minutes of June 17, 2021.

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**ITEM:**

**8. Adoption of Minutes of Previous Meetings (Continued)**

Was made by Councilor Koboski

Seconded by Councilor Snyder

The motion passed on a roll vote of 7-0 with Councilor Evans abstaining.

BE IT RESOLVED that the South Windsor Town Council hereby approves the Minutes of the following Town Council Meeting: Regular Meeting Minutes of June 21, 2021.

Was made by Councilor King

Seconded by Councilor Snyder

The motion was approved unanimously

**11. Consent Agenda**

**a. First Reading**

Councilor Koboski 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.

**A. Resolution Reappointing Matthew Streeter (R) to the Cable Advisory Board 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 reappoints Matthew Streeter (R) to the Cable Advisory Board for a term ending June 30, 2023, and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

Councilor Evans made a motion to approve Agenda Items 11a.B. through 11.a.D. as a First Reading on the Consent Agenda. Councilor Snyder seconded the motion, and it was approved unanimously.

**B. Resolution Appointing Alan Cavagnaro (D) an Alternate to the Planning & Zoning Commission and Postponing Consideration of this Motion until the Town Council's Next Regularly Scheduled Meeting**

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**ITEM:**

**11. Consent Agenda (Continued)**

**a. First Reading (Continued)**

BE IT RESOLVED that the South Windsor Town Council hereby appoints Alan Cavagnaro (D) an Alternate to the Planning & Zoning Commission for a term ending December 1, 2023, to fill the unexpired term of Elizabeth McGuire and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

**C. Resolution Appointing Claudia Bernstein (D) to the South Windsor Alliance for Families 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 Claudia Bernstein (D) to the South Windsor Alliance for Families for a term ending September 1, 2022, to fill an expired vacancy and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

**D. Resolution Appointing Tim Appleton (D) an Alternate to the Board of Assessment Appeals 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 Tim Appleton (D) an Alternate to the Board of Assessment Appeals for a term ending November 30, 2021, to fill the unexpired term of Gavin Zhu and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

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

**b. Second Reading**

**A. Resolution Appointing Bala Ramasamy (D) to the Water Pollution Control Authority**

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**ITEM:**

**11. Consent Agenda (Continued)**

**b. Second Reading**

BE IT RESOLVED that the South Windsor Town Council hereby appoints Bala Ramasamy (D) to the Water Pollution Control Authority for a term ending November 30, 2023, to fill the unexpired term of Steven King, Jr.

**B. Resolution Appointing Deborah Cohen (D) an Alternate to the Historic District Commission**

BE IT RESOLVED that the South Windsor Town Council hereby appoints Deborah Cohen (D) an Alternate to the Historic District Commission for a term ending November 30, 2021, to fill the unexpired term of Elizabeth Burgess.

**13. New Business**

**A. Resolution Dissolving the Black Lives Matter Sub-Committee**

WHEREAS, on June 15, 2020, the South Windsor Town Council approved the establishment of a Black Lives Matter Sub-Committee; and

WHEREAS, the Sub-Committee was charged with the following tasks:

1. Establish Community Conversation Events to discuss Social Justice and Racial Equity, and the Global Black Lives Matter Movement in South Windsor, keeping in mind appropriate guidelines during the COVID-19 pandemic; and
2. Draft a Statement of Support regarding the Black Lives Matter Movement in South Windsor; and
3. Promote and develop programs and initiatives to continue this effort; and

WHEREAS, the Sub-Committee held community conversation events which discussed Social Justice and Racial Equity and the Global Black Lives Matter Movement in South Windsor; and

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**ITEM:**

**13. A. (Continued)**

WHEREAS, the Sub-Committee drafted a Statement of Support regarding the Black Lives Matter Movement in South Windsor, which was approved by the South Windsor Town Council on March 1, 2021; and

WHEREAS, the Sub-Committee drafted an Ordinance creating a Social Justice and Racial Equity Commission, which was approved by the South Windsor Town Council on June 21, 2021. This is an initiative to continue the efforts started by the Black Lives Matter Sub-Committee; and

WHEREAS, the Black Lives Matter Sub-Committee has completed all three tasks, and it is the Council's wish to dissolve this Sub-Committee

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby dissolves the Black Lives Matter Sub-Committee.

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

**B. Resolution Referring the Lease of Space (approximately one acre) at the Burgess Road Public Works Campus to the South Windsor Planning & Zoning Commission Pursuant to Section 8-24 of the Connecticut General Statutes and Authorizing the Town Manager to Sign and Execute an Agreement with East Hartford Sand and Gravel**

WHEREAS, the Town of South Windsor purchased property located at 157 Burgess Road on April 9, 1955; and

WHEREAS, the Town of South Windsor has received a proposal to lease approximately one acre of space at 157 Burgess Road for a period of two years; and

WHEREAS, the Town of South Windsor received a request for proposal for the lease of approximately one acre in the amount of \$6,000 per year, which East Hartford Sand and Gravel has agreed to pay contingent upon all municipal approvals; and

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**ITEM:**

**13. B. (Continued)**

WHEREAS, the lessee has presented preliminary plans for the use of this space as described, to screen topsoil-sand; and

WHEREAS, any plan to lease municipal-owned property 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 South Windsor Town Council hereby refers the lease of space (approximately one acre) at Burgess Road to the Planning & Zoning Commission for a report pursuant to Section 8-24 of the Connecticut General Statutes, and authorizes Town Manager Michael Maniscalco to sign and execute an agreement with East Hartford Sand and Gravel.

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

**C. Resolution Approving an Amendment to the 2019/2020 through 2021/2022 Job Classification Schedule for Non-Bargaining Unit Employees**

BE IT RESOLVED that the South Windsor Town Council hereby authorizes Town Manager Michael Maniscalco to amend the 2019/2020 through 2021/2022 "Job Classification Schedule" for Non-Bargaining Unit Employees of the Town of South Windsor by eliminating positions of **Human Services Specialist I** (Grade 1), **IT Technician I** (Grade 1), **Human Services Specialist II** (Grade 2), **IT Technician II** (Grade 2), **Assistant Assessor** (Grade 3), **Deputy Building Official** (Grade 4), **Deputy Fire Marshal** (Grade 4), **GIS Analyst** (Grade 4), **Environmental Health Specialist** (Grade 4), **Network Administrator/Project Leader** (Grade 4), **Project Engineer** (Grade 5), **Assistant Director of Finance** (Grade 6), and **Senior Environmental Planner** (Grade 6); and

BE IT FURTHER RESOLVED that the South Windsor Town Council hereby authorizes Town Manager Michael Maniscalco to further amend the 2019/2020 through 2021/2022 "Job Classification Schedule" for Non-Bargaining Unit Employees of the Town of South Windsor by adding two (2) new Job Titles, those of **Director of Facilities** (Pay Grade 10) and **Director of Health** (Pay Grade 10).

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**ITEM:**

**13. C. (Continued)**

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

**D. Resolution Dissolving the Public Health & Safety Committee**

WHEREAS, the Public Health & Safety Committee is a Standing Committee of the South Windsor Town Council; and

WHEREAS, the purpose of this Committee is to study any issues identified by the Town Council, Town Manager, or Town Attorney of both public health and safety, and bring to the attention of the Council whatever measures the Committee believes necessary to improve our standards in both of these fields; also, to maintain liaison between the Board of Education, the Planning and Zoning Commission, the Town Manager, the Water Pollution Control Authority, the Volunteer Fire Department, the Ambulance Service Provider for the Town, and the Council; and

WHEREAS, the establishment of this Committee cannot be identified; and

WHEREAS, the Committee has not met in many years, and it is felt that the purpose of this Committee is no longer required due to the purpose of the Committee being obsolete

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby dissolves the Public Health & Safety Committee.

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

**H. Resolution Accepting the Resignation of Michael Gonzalez (D) from the Board of Education**

BE IT RESOLVED that the South Windsor Town Council hereby accepts with regret the resignation of Michael Gonzalez (D) from the Board of Education effective June 29, 2021; and

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**ITEM:**

**13. H. (Continued)**

BE IT FURTHER RESOLVED that the South Windsor Town Council hereby extends its thanks to Michael Gonzalez for the time he has dedicated to serving his community by his membership on the Board of Education.

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

**17. Executive Session**

At 9:04 p.m., Deputy Mayor Pendleton made a motion to go into Executive Session to discuss the possible purchase of real estate for the Town pursuant to Connecticut General Statutes §1-210 (b)(7) (Griffin Road). Councilor Snyder seconded the motion, and it was approved unanimously.

The following individuals went into Executive Session: Mayor Paterna, Deputy Mayor Pendleton, Councilor Evans, Councilor King, Councilor Koboski, Councilor Lopez, Councilor Maneeley, Councilor Snyder, Town Manager Maniscalco, and Town Attorney Kari Olsen.

The Executive Session adjourned at 9:24 p.m.

**18. Adjournment**

At 9:24 p.m., Councilor Maneeley made a motion to adjourn the Regular Meeting. Councilor Snyder seconded the motion, and it was approved unanimously.

Respectfully submitted,

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Deborah W. Reid  
Clerk of the Council