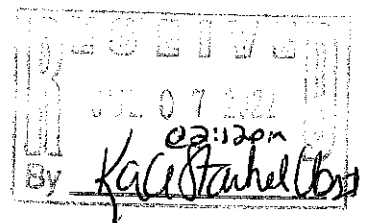


**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**



Minutes

Page 1

July 5, 2022

TOWN COUNCIL – REGULAR MEETING

1. Call Meeting to Order

Mayor Pendleton called the Meeting to order at 7:02 p.m. Councilor Paterna motioned to suspend the Town Council Regular Meeting to allow for the completion of the Special Work Session. Councilor Marek Kozikowski seconded the motion and it passed unanimously. **MOTION CARRIES**

Councilor Kozikowski motioned for a five minute recess at 7:35 p.m. Councilor Andrew Paterna seconded the motion and it passed unanimously. **MOTION CARRIES**

Mayor Pendleton called the Town Council Regular Meeting back to order at 7:42 p.m.

2. Pledge of Allegiance

3. Roll Call

Members Present: Mayor Elizabeth Pendleton
Deputy Mayor Steven King Jr.
Councilor Erica Evans
Councilor Philip Koboski
Councilor Andrew Paterna
Councilor Marek Kozikowski
Councilor Cesar Lopez

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

4. Mayor's Remarks

Mayor Pendleton discussed the Work Session that was just held pertaining to the possible ordinance regarding public safety in Municipal Buildings which allowed citizens to ask questions or state concerns regarding the possible ordinance.

Mayor Pendleton requested a moment of silence for those affected by the violence that occurred over the Holiday weekend in Highland Park, Illinois.

5. Adoption of Agenda

Councilor Philip Koboski made a motion to adopt the July 5, 2022 agenda.

The motion was seconded by Councilor Andrew Paterna and was passed by a unanimous voice vote. **MOTION CARRIES.**

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 2

July 5, 2022

ITEM:

6. Communications and Reports from the Town Manager

Mr. Michael Maniscalco provided the Assessor's 2022 Re-evaluation Schedule which was requested at the last Council meeting, and is attached as **Exhibit B**.

Mr. Maniscalco reported that the tax collection rate from last Fiscal Year was 99.5% and wanted to recognize the impressive collection rate.

Mr. Maniscalco attended the Crumbling Foundations Insurance Meeting, and informed the Council that the insurance consortium has completed the repair of about 600 foundations throughout the region.

Mr. Maniscalco reported that he attended the Strategic Planning Committee Meeting where it was discussed that consultants from UCONN would be used for some of the surveying portion for Strategic Planning.

Lastly, Mr. Maniscalco discussed last week's Police Department Awards Ceremony and recognized the Town's Police Officers for their great work within our community.

Answering questions from the Councilors, Mr. Maniscalco clarified that the purpose of the surveys would be to aid in obtaining citizen input during Strategic Planning.

7. Public Input for Items on the Agenda

None

8. Adoption of Minutes of Previous Meeting

Councilor Erica Evans made a motion for the adoption of the following resolution:

BE IT RESOLVED, that the South Windsor Town Council hereby approves the Minutes of the Special Town Council Meeting of June 27, 2022.

The motion was seconded by Councilor Philip Koboski and was passed by a unanimous voice vote. **MOTION CARRIES.**

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 3

July 5, 2022

ITEM:

9. Communication from Liaisons, Officers, and Boards Directly Responsible to Council

Councilor Evans shared that the Human Relations Committee held its Pride Event on June 28th and that the event was well received by those who attended.

Councilor Kozikowski reported that the Planning and Zoning Commission held two Public Hearings last week.

10. Reports from Committees

None

11. Consent Agenda

A. First Reading

- 1. Resolution Appointing Suresh Jeyaprasad (U) as a member of the Social Justice and Racial Equity Commission and Postponing Consideration of this Motion until the Town Council's next regularly scheduled meeting.**

Councilor Cesar Lopez made a motion for the adoption of the following resolution:

BE IT RESOLVED, that the South Windsor Town Council hereby appoints Suresh Jeyaprasad (U) as a member of the Social Justice and Racial Equity Commission for a term ending November 30, 2022, and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

The motion was seconded by Councilor Erica Evans and was passed by a unanimous voice vote. **MOTION CARRIES**. There was a discussion that now there are enough committee members to reach a Quorum and that meetings can now be scheduled.

B. Second Reading

1. None

C. Miscellaneous

1. None

12. Unfinished Business

None

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 4

July 5, 2022

ITEM:

13. New Business

A. Resolution Approving a Refund of Taxes to Eight (8) South Windsor Taxpayers.

Councilor Andrew Paterna made a motion for the adoption of the following resolution:

BE IT RESOLVED, that the South Windsor Town Council hereby approves a refund of property taxes to Eight (8) South Windsor Taxpayers, the total of said refunds being \$4,358.37 and as more fully described in attached Exhibit A.

The motion was seconded by Councilor Erica Evans and was passed by a unanimous voice vote.
MOTION CARRIES.

B. Discussion Item: Plan for Paving

Mr. Maniscalco gave an overview of the Paving for Progress Tentative Financial Plan, detailed in attached **Exhibit C**. Mr. Maniscalco discussed how the goal would be to have the Plan posed as a referendum item in the upcoming November election and that the idea is to obtain approval for the total amount, but finance portions of that over the years through bonding, in order to have the least amount of impact on taxpayers.

Mr. Vincent Stetson, Director of Public Works discussed the purpose of the funding and explained that if the project is not funded now, then it may become more expensive in the future due to inflation and the cost of deferred maintenance. Mr. Stetson further discussed how the Paving Condition Index is used to determine which roads are considered and to develop the tentative schedule and timeline for repair. Answering questions from Mayor Pendleton, Mr. Stetson stated that the goal is to pave Pleasant Valley Road in the spring of 2024, and stated that the Town's Mill and Fill Program will be used as a provisional solution until the larger project is complete. More information on the Paving For Progress Program can be found on the Town website at <https://www.southwindsor-ct.gov/public-works/news/paving-progress>.

14. Passage of Ordinance

None

15. Public Input for Any Matter

Audrey Delnicki (Felt Road) spoke about items being left out of discussion during the Agenda Setting Meeting and left off the Town Council Agenda.

16. Communications from the Council

None

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Minutes

Page 5

July 5, 2022

ITEM:

17. Executive Session

None

18. Adjournment

At 8:23 p.m., Councilor Andrew Paterna made a motion to adjourn the Regular Meeting. Councilor Erica Evans seconded the motion, and it was approved unanimously.

Respectfully submitted,



Lisa Giroux
Administrative Secretary

0674

SWCT
TMS

JENNIFER R. HLINSKI SHIRLEY, CCMC, CCMO
COLLECTOR OF REVENUE

MEMO

DATE: June 23, 2022
FROM: Carlene Andrulat
TO: Katherine Senerth – Interim Clerk of the Council
SUBJECT: Refund Batch #15 for Town Council - July 5, 2022 Agenda
CC: Michael Maniscalco, Town Manager
Patricia Perry, Director of Finance
OF PAGES: 2

Please note that messages to and from the Town of South Windsor may be subject to public release in accordance with applicable laws.

I respectfully request the Town Council's consideration and approval of 8 refunds totaling \$4,358.37, as noted on the attached report. All refund requests received by June 22, 2022 are included.

Collector of Revenue

FY 21-22 Refund Batch 15

July 5, 2022 Town Council meeting

Name	Bill	Prop Loc/Vehicle Info.
CCAP AUTO LEASE LTD	2020-03-0053607	2018/3C4NJDDB3JT400289
COHEN LAURENCE	2020-03-0054249	2015/JTHBW1GG7F2090131
KERCE JESSICA JAYDEN	2019-01-0005079	496 OAKLAND ROAD
NISSAN INFINITI LT	2020-03-0066289	2017/IN1BJ1CRXHW119949
RATHINAM BHAGAVATHY V	2020-04-0083245	2021/JTDEPMAE1MJ178549
THIBODEAU RANDALL J	2020-03-0075019	2014/5FRYD4H81EB008849
VW CREDIT LEASING LTD	2020-03-0073684	2019/3VV2B7AX3KM192877
WELLS FARGO	2020-01-0010622	365 GRAHAM ROAD

Reason	Over Paid
Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(171.20)
Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(94.84)
Sec. 12-129 Refund of Excess Payments.	(77.50)
Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(450.53)
Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(134.29)
Sec. 12-129 Refund of Excess Payments.	(17.23)
Sec. 12-71c Pro rata credit for property tax on motor vehicle when sold, totally damaged, stolen etc	(499.45)
Sec. 12-129 Refund of Excess Payments.	(2913.33)
Total of 8 refunds	(4358.37)

Drafted by:

Carlene Andrusat

Carlene Andrusat
Revenue Clerk

Date: 6/23/22

Approved by:

Jennifer R. Hinski-Shirley
Jennifer R. Hinski-Shirley
Collector of Revenue

Date: 23 June 2022

Town of South Windsor
2022 Revaluation of all taxable and exempt property

Timeline	Deadline	Task
Feb-22		Data mailers sent to all residential property owners to verify construction detail
June-22		Finishing Residential and Commercial data collection, field verification and sales inspections
July-22		Mass appraisal land tables and cost modeling being updated based on validated sales data
August-22		Preliminary values being tested and compared to recent sales
September-22		Initial sales ratio and other statistics being run for State to ensure fair and equitable values
October-22		Assessment date, all sales data finalized and market models completed
November-22		Assessor finalizes and approves market values for all real property parcels as determined by mass appraisal methodology
December-22		By early December all owners should receive notice of revaluation value results
December-22		Informal hearings conducted with all property owners interested in value, comparable sales or the reval process in general
December-22		Assessor files all statistics and final certification of the revaluation with OPM
Dec/January		Assessor signs the grand list after all exemptions and 490 land classifications applied
January-23	1/31/2023	Board of Assessment appeals applications due for any owner wishing to appeal value
February-23	2/20/2023	Board of Assessment Appeals hearings are held and Board decisions finalized
March-23	3/31/2023	Town Council sets mil rate based on October 1, 2022 REVALUED Grand List
May-23		Tax bill file is created based on new assessed values and new mil rate
June-23		Taxpayers receive first billing with new revaluation assessments
July-23		

What happens during a revaluation?

A Municipal, mass appraisal Revaluation is the process of performing all of the necessary Market Analysis and Valuation steps to determine accurate and equitable values for all properties within a municipality.

The equalization of the values within the Town creates a fair distribution of the tax burden. The purpose of a Revaluation is not to raise taxes. The purpose is to create an equitable distribution of the tax.

- 1) Collect Required Physical Data

2) Quality Control Procedures

3) Collect/Verify Specific Market Data

4) Analysis

5) Field Review and Value Correlation

6) Informal Hearings - target date is mid November and all tasks are on schedule

7) Project Complete

The Town of South Windsor Assessor's Department's completion of the
Verification of Market Data and Analysis stage of the Town's 2022
sales up to and including October 1, 2022 will be 7.5% and the
the mass appraisal mode.

Paving For Progress Tentative Financial Plan

Construction Year	Streets	Est Cost	PW Proj	Est Cost	Sidewalks	Est Cost	Year Total
2023/24 Please Note W/ Referendum voting in Novemeber there may not be enough calendar to design and execute all this work in 2023.	Pleasant Valley Rd	2,500,000					
	Miller Road	495677					
	Brook Street	497437					
	Overlook	255157					
	Farmstead	430389					
	Skyline	391960					
	High Street	327590					
	Hillside Drive	368180					
	Steep Rd	273880					
	Mara Trail	72160					
	Fairview	170530					
	Homestead	327043					
	Tumble Brook	165640					
	Sawmill	62047					
	Juniper	158670			B.Hill Drive	1,000,000	
	Kent Lane	252560					
	Sub total paving	6,748,920	Drainage	1,000,000			8,748,920
Construction Year	Streets	Est Cost	PW Proj	Est Cost	Sidewalks	Est Cost	Year Total
2024/2025	Strong Road	333503					
	Pierce Road	672500					
	Baker Lane	57579					
	Edgewood Drive	378345					
	Elizabeth	204612					
	Clark Street	791136					
	Demming (partial)	93571					
	Dawn	150000			Sullivan	1,000,000	
	Chapel	222493			S.Hill:Oak		
	Sub total Paving	2,903,739	Drainage	1,000,000			4,903,739
Construction Year	Streets	Est Cost	PW Proj	Est Cost	Sidewalks	Est Cost	Year Total
2025/2026	Gov Highway	564799					
	Griffin Road (partial)	577887					
	Graham Road	566639					
	Old Farm Road	342487					
	Abbe Road (partial)	309567					
	Sub total Paving	2,361,379	Drainage	1,000,000	Ellington	1,000,000	4,361,379

Paving For Progress Tentative Financial Plan

Construction Year	Streets	Est Cost	PW Proj	Est Cost	Sidewalks	Est Cost	Year Total
2026/2027	Rye Street	553773	Drainage	1,000,000	Griffin	1,000,000	4,844,412
	Wheeler Road	216495					
	Community Road	51933					
	Deerfield Lane	177074					
	Judge Lane	202130					
	Rimfield Drive	414891					
	Tuttle Circle	31861					
	Jared Court	45483					
	Kellog CirIce	30914					
	Heatherwood	257379					
	Carson Way	134671					
	Perrin Lane	141440					
	Carson Way	43530					
	Smith Street	326343					
	Wheeler Road	216495					
	Subtotal Roads	2,844,412					
Construction Year	Streets	Est Cost	PW Proj	Est Cost	Sidewalks	Est Cost	Year Total
2027/2028	Main Street	3156690	Drainage	1,000,000	Demming	1,000,000	9,384,801
	N. King Street	123574					
	Vibert Road	83093					
	PVR (Main : RT5)	396788					
	Newberry Road	304220					
	Gov Hwy (Main :5)	437000					
	Strong (Main :5)	369827					
	Gorski	211186					
	Bancroft	129232					
	Ferry	277324					
	Sullivan	74237					
	Scantic Meadow	359843					
	High Tower	199260					
	Ann	138717					
	Dower	175480					
	Farnham	411503					
	McGrath	295200					
	Pear Tree	48517					
	Cherry Blossom	63140					
	Apple Orchard	62457					
	Harvest	28700					
	Plum Lane	38813					
	Sub Total	7,384,801					

Paving For Progress Tentative Financial Plan

Total Paving	Total PW Proj	Total Drainage	Total Sidewalks	Grand Total
22,243,251	0 Place hold for potential other public works projects and initiatives.	5,000,000 Town Wide	5,000,000 Birch Hill Drive Sullivan Ellington Road Griffin Road Demming Road	\$32,243,251 D Check 32,243,251 Grand total w/ cont \$35,467,576.10

NOTE: This plan does not incorporate funding for PVR Bridge Replacement or Darthill Road Lotcip projects

NOTE: Based upon current inflation rates it is prudent to include a 10% contingency in this plan.

Potential Other Sidewalk Locations:

Long View
All of PVR
Graham
Griffin
Abbe
Miller
Foster St
Demming
Clark
Lake Street
Steep