

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

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April 19, 2021

**TOWN COUNCIL – REGULAR MEETING
VIRTUAL MEETING**

1. Call Meeting to Order

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

3. Roll Call

Members Present: Mayor Andrew Paterna
Deputy Mayor Liz Pendleton
Councilor Erica Evans
Councilor Mary Justine Hockenberry
Councilor Philp Koboski
Councilor Cesar Lopez
Councilor Karen Lydecker (arrived at 7:03 p.m.)
Councilor Lisa Maneeley
Councilor Janice Snyder

Others Present: Michael Maniscalco, Town Manager
Scott Roberts, Asst. Town Manager/CIO/Emergency Mgmt.

Others Absent: Vanessa Perry, Asst. Town Manager/Director of H.R.

4. Mayor's Remarks

Mayor Paterna requested the Council take a Moment of Silence in memory of Deputy Mayor Pendleton's daughter, who passed away. Mayor Paterna then stated that the Council's prayers are with Deputy Mayor Pendleton and her family.

5. Adoption of Agenda

Councilor Evans made a motion to adopt the agenda as presented. Councilor Hockenberry seconded the motion, and it was approved unanimously.

6. Communications and Reports from Town Manager

Town Manager Maniscalco reported on the following:

- There have been 1,637 cases of COVID-19 in South Windsor.
- There are currently 26 active cases of COVID-19 in South Windsor, which makes South Windsor identified as a red community.

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6. Communications and Reports from Town Manager (Continued)

- There have been 52 South Windsor residents who have passed away due to COVID-19.
- There has been 54.03% of South Windsor's population that have received their first vaccine for COVID-19.
- Vaccine clinics are being held once or twice per week in the Town of South Windsor.
- Discussions were held with the Lieutenant Governor regarding the expansion of the Virtual Net Metering program to allow other municipalities into that program. Lobbying is underway to expand the cap from \$20,000,000 to \$50,000,000.
- A presentation showing an online portal for local businesses to apply for a tax abatement was presented to the Council (**Exhibit A**). Viewpoint Cloud is the program that will be used. This program will allow a business to go into the program and fill out all of the information necessary to apply for a tax abatement. The application will go through each department and board or commission as required. If the abatement is approved, the Clerk of the Council will receive a formatted resolution to bring to the Council. The portal that will be launched has the ability to show active abatements, abatements that have ended, the year each abatement began, the year each abatement ends, the amount of the abatement, and the property location where the abatement was granted.

Answering questions from the Council, Town Manager Maniscalco explained that the tax abatements go back to 2010. The current paperwork filled out for a tax abatement has been automated, and put online. This application should make the process smoother for all. Tax abatements are not for existing businesses but new proposed businesses that come to South Windsor. There are various items of information that are considered when determining the length of the abatement and the amount the abatement will be for so that function is not completed by the system. If there is inaccurate information provided to the Town, the Town will have the ability to send a message to the applicant letting them know they need to revise whatever information is wrong. Most abatements are over \$1,000,000 for renovations or additions to an existing building or new building. The abatement is applied to the actual construction or addition, not the property value. Abatements are given for a period of 3 years and up to 7 years and can reduce the amount of the estimated real property assessment as high as 70%.

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6. Communications and Reports from Town Manager (Continued)

Tax abatements are used to create jobs and tax revenue for the community. They are used to enhance the quality of life for residents. By the time an abatement comes before the Town Council, that abatement has been vetted through the necessary Town staff and boards and commissions. The Town Council will first review the abatement in an Executive Session, and if the Council agrees with the recommendation, it will be approved through a resolution.

7. Public Input

Dave MacDonald, 79 Laurel Street (**Exhibit B**)

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 Meetings: Joint Work Session Minutes (Town Council and Board of Education) of March 25, 2021; and Public Hearing Minutes (Board of Education Budget for Fiscal Year 2020/2022) of March 25, 2021.

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

BE IT RESOLVED that the South Windsor Town Council hereby approves the Minutes of the following Town Council Meeting: Special Meeting Minutes of March 29, 2021.

Was made by Councilor Lydecker
Seconded by Councilor Snyder
The motion passed on a Roll Call vote of 8-0 with Councilor Hockenberry abstaining.

BE IT RESOLVED that the South Windsor Town Council hereby approves the Minutes of the following Town Council Meeting: Regular Meeting Minutes of April 5, 2021.

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

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

Councilor Snyder reported that she attended the Planning & Zoning Commission meeting on April 13, 2021. At that meeting, an electric vehicle charging supply equipment zoning text amendment was discussed, but no action was taken. Also discussed was an application from REESG Newco South Windsor, LLC, requesting a zone change from General Commercial Zone to Sullivan Avenue Mixed-Use Development Overlay Zone for Sullivan Avenue Plaza, which is the Geissler's Plaza.

Councilor Evans informed the Council that she attended the Inland Wetlands Agency/Conservation Commission meeting held on April 7, 2021. The Commission unanimously approved two applications from Distinctive Tree Care and an application from Steam Manufacturing Corporation. A public hearing for the Pleasant Valley Elementary School will be held on April 21, 2021.

Councilor Evans then explained that she also attended the Park & Recreation Commission meeting on April 12, 2021. The Park & Recreation Commission is preparing to transition back to normal sessions as restrictions have lessened. The Commission unanimously approved their master plan and will be presenting that to the Town Council. The Farmers Market will be run by the Park & Recreation Department, so they are working with the Planning & Zoning Commission on a location. The printed Park & Recreation catalog will be coming out shortly.

Councilor Hockenberry stated that she attended the Human Relations Commission on April 15, 2021. The Human Relations Commission is finalizing its logo for the upcoming year. They continue to work on the Poetry Contest which will include virtual stories from people in Town who have been affected by COVID-19.

10. Reports from Committees

Councilor Snyder explained that the South Windsor 175 Anniversary Committee would be meeting on April 29, 2021.

Chairperson Brenda Koboski of the South Windsor 175th Anniversary Committee came before the Council to review the proposed events that will be held to celebrate South Windsor's 175th Anniversary (**Exhibit C**).

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10. Reports from Committees (Continued)

Mayor Paterna explained that there are still two vacancies on the South Windsor 175th Anniversary Committee. If anyone knows of someone who would be interested, please send their name to Chairperson Brenda Koboski.

11. Consent Agenda

b. Second Reading

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

A. Resolution Appointing Philip Koboski (R) to the Insurance Control Commission

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

12 Unfinished Business

A. Discussion Item: The Creation of a Social Justice and Racial Equity Commission through Ordinance *(required by the Black Lives Matter Sub-Committee) (Previously discussed at the Town Council Regular Meeting on March 15, 2021)*

Councilor Evans suggested changing the makeup of the Commission to eight. There would be two members who are Republicans, two members who are Democrats, two members not affiliated with the Republican Party but appointed by the Republican Party, and two members not affiliated with the Democratic Party but appointed by the Democratic Party. The goal of this proposal is to make this Commission as non-political as possible.

Answering questions from the Council, Councilor Evans explained that no member of the Commission would be a Council member. There is a Council liaison proposed.

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ITEM:

12. A. (Continued)

Council members questioned how the terms for each member would be decided. Councilor Evans suggested allowing the Commission to decide on this issue. Mayor Paterna felt that the final version of the ordinance should spell out the terms of each member, and if a member resigns, the same affiliation should be appointed. These issues should be spelled out in the ordinance before the establishment of the Commission.

Councilor Snyder voiced concerns over the duties of the Commission, stating that she does not feel that a Commission can give direction to Town staff or set policy.

Town Manager Maniscalco explained that the Town staff only takes direction from the Town Manager, and the Town Manager only takes direction from the Town Council. The Commission will have to make recommendations to the Town Council, which could then be implemented as policy. Town Manager Maniscalco questioned the implementation of the 12-hour training requirement. The Town works in an environment that is somewhat dictated by collective bargaining units. This should be discussed with a labor attorney to ensure that it will not cause any problems with the collective bargaining unit agreements.

Councilor Evans suggested that an annual report be sent to the Commission reporting on how each department met that goal even though it may not be enforced.

Town Manager Maniscalco explained to the Council that Department Heads will be taking a three-hour Implicit Bias Training on April 20, 2021, and have taken two other trainings, with one being 3 to 4 hours and the other being about an hour. Something the Council should be aware of is that there are employees who are required to take training on an annual basis to keep their credentials in place. If training is required, each department has funds allocated for training and credential requirements in their budget. The type of work employees do is broad, so offering training through a computer will not always work because there are employees that do not use computers. A third-party company could be identified to provide training.

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ITEM:

12. A. (Continued)

Council members discussed if part-time employees would be required to take this 12-hours of training. Mayor Paterna felt that the Council should consider specifying full-time employees.

Councilor Evans explained that the Town Manager would talk with the labor attorney to ensure that the 12-hour training requirement will not cause any problems with collective bargaining unit agreements. Councilor Evans said she would rework the first paragraph.

This discussion was continued to the next Regular Meeting.

B. Discussion Item: The Creation of a Memorial Garden to Honor Residents Who Have Passed Away Due to COVID-19 *(requested by Councilor Evans) (Previously discussed at the Town Council Regular Meeting on March 15, 2021)*

Councilor Evans stated that she feels this discussion has evolved and should be a memorial rather than a memorial garden, and should be to honor residents who have been impacted by COVID-19 and residents who have passed away due to COVID-19.

Mr. Caldwell, Superintendent of Parks, explained that the total cost, not including labor is about \$7,600. Magnolia trees, which will be donated, will be put behind the patio. The Town will also be receiving a donation of the memorial, which could consist of a stone memorial with bronze plaque or something on the patio. There is approximately \$1,850 worth of items being donated which brings the project's cost to approximately \$5,800. The labor will not cost anything to the Town because Town staff will be doing the work. If they were not doing the work, it would cost approximately \$8,000.

Councilor Evans questioned if there is the possibility of having more of the materials donated and then a Matching Mini-Grant being sought? Mr. Caldwell said he would look into seeing if there are more opportunities for donations. Mr. Caldwell stated that if a company is interested in donating materials, they should contact him at (860) 648-6355. If there is anyone from the public who is interested in donating, they should contact the Town.

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ITEM:

12. B. (Continued)

Councilor Maneeley questioned if there is a write-up that will be placed on the memorial? Councilor Evans answered that a draft write-up was sent out to the Council, which said, "South Windsor Pandemic Memorial, established March 2021 (or whenever it is established) as a place for reflection and memory of those lives that were lost and those significantly impacted as a result of the COVID-19 Pandemic. Also, a site to recognize the impact on our community and honor the ways in which the residents of South Windsor came together to support one another."

Mr. Caldwell explained where the memorial is proposed to be located. It will be able to be seen when walking through the trails at Nevers Road Park. The trail can be entered from three or four locations in the park, but it is set off the road and not something you will see from the road.

Councilor Snyder questioned if the memorial could be for residents of South Windsor who have passed and for their families, not necessarily for the pandemic? Councilor Evans explained that this pandemic impacted the entire community in many ways, and she feels it is important to have this memorial to reflect on that.

Councilor Lydecker stated that the memorial should be for the lives of residents who have passed away and also impacted from COVID-19, but stated that she is struggling with spending \$7,000 of Town funds on this memorial. Councilor Lydecker explained that she does not know if it is an appropriate use of Town funds. She stated that she would prefer to see more donations or grants used to create this memorial. Councilor Lydecker suggested that Council members reach out to our Legislators for assistance.

Councilor Koboski explained that he has had conversations with residents and has heard of a lot of support for this memorial. One conversation was with a healthcare professional who said that after living this for the last year, she would prefer not to see COVID-19 mentioned in the plaque itself. Councilor Koboski felt that this is something that should be taken into consideration.

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ITEM:

12. B. (Continued)

Councilor Maneeley stated that there is a lot of anger in the community regarding how South Windsor handled the pandemic and questioned how did South Windsor come together and supported each other because she found it very isolating. Is a memorial necessary as a constant reminder regarding COVID-19 and how it affected so many people?

Councilor Hockenberry felt strongly that the memorial be established for the pandemic.

Town Manager Maniscalco recognized the heroic efforts that Town staff made 24/7, 365 days for the last year to keep our community safe. The fact that there are residents within our community that would call that into question is disgusting. Town Hall was kept open, and services were provided to the public during this whole pandemic.

Councilor Evans stated that the memorial would represent the Town and the entire community and what has been done to support each other. There have been so many creative ways that our community has supported one another, and it is important to memorialize that.

Councilor Snyder said that she agrees with Councilor Lydecker and does not feel comfortable spending Town funds on this when the Town has a tremendous wealth of resources in our local community. The Town should seek support through donations for this memorial.

Councilor Evans stated that Mr. Caldwell mentioned that he might be able to find donations. Councilor Evans said she would reach out to the Town's representatives to see if they could bring in some funding to help support this.

Mayor Paterna explained that more research would be done to see if costs to the Town can be brought down, and this item will be discussed further at the Town Council's next Regular Meeting.

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ITEM:

12. New Business (Continued)

- C. Discussion Item: Flag Flying Policy *(requested by Deputy Mayor Pendleton) (Previously discussed at the Town Council Regular meeting on April 12, 2021)***

Deputy Mayor Pendleton requested that a Sub-Committee be established to review the Flag Flying Policy. Town Manager Maniscalco explained that Mr. Walter Summers is filling in as the provisional Chief Building Official.

Mayor Paterna stated that he will be seeking volunteers for this Sub-Committee and will report back to the Council.

13. New Business

A. Discussion Item: Building Department's Budget

Town Manager Maniscalco reported that the overall budget request was \$300,497, and he approved a budget of \$298,497.

Answering questions from the Council, Town Manager Maniscalco explained that he would not know if there is a change to the budget under salaries until a new Building Official is hired. The Town will be hiring two temporary positions to help out with permit inspections. Those individuals will work nights and weekends.

Mr. Summers explained that it is the Building Department's goal to have the two temporary inspectors take a lot of the residential inspections so that the Assistant Building Official can concentrate on the large commercial projects.

B. Discussion Item: Finance Department's Budget

Finance Department

Town Manager Maniscalco reported that the overall budget request was \$382,169, which is an increase of \$1,211.

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13. B. (Continued)

Answering questions from the Council, Town Manager Maniscalco explained that employees are currently paid on a weekly basis. There have been discussions about moving to a biweekly pay schedule, but this would be something that the unions would need to agree with. The only union that this would need to be negotiated with is the new bargaining unit (Management) that was established approximately two years ago. This has already been negotiated with all of the other bargaining units. If the pay scheduled goes to a biweekly schedule and the health insurance does not change, the amount taken out for two weeks would not change.

Mrs. Patty Perry, Director of Finance, explained that going to a biweekly pay schedule would save the Town approximately \$24,000 annually each calendar year. When changing from a weekly to a biweekly pay schedule, the collective bargaining units would need it negotiated into their contracts, and the Town would need to apply to the State of Connecticut.

Answering further questions, Mrs. Perry explained that the Finance Department has five employees. The only position that will need to be filled is the Accounts Payable position. The current employee in Accounts Payable will be taking a new position in a different department.

Assessor's Office

Town Manager Maniscalco reported that the overall budget request was \$324,956, which is an increase of \$334.00.

Mrs. Mary Huda, Town Assessor, informed the Council that the next revaluation would be for the October 1, 2022, Grand List. The budget that will be based on that may change dramatically in a very expansive real estate market right at this time. The sales being recorded in the Town Clerk's Office would initially be part of the market model for the next revaluation. The cost of the revaluation is in the Capital Improvement Projects budget, not in the operating budget, and will be fully funded by next year.

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ITEM:

13. B. (Continued)

Collector of Revenue

Town Manager Maniscalco reported that the overall budget request was \$229,200, and he approved a budget of \$226,006.

Mrs. Hilinski-Shirley informed the Council that as of the close of business on April 19, 2021, the collection rate was at 98.99%, which is higher than this time last year.

Mrs. Hilinski-Shirley then explained that the Town is moving forward with the tax sale. There was a slight delay due to the pandemic, but the goal is to have the sale before the close of this Fiscal Year. To date, the Town has collected \$469,000 in revenue. There are 26 accounts that are still pending with the possible revenue of \$865,000.

C. Discussion Item: Planning Department's Budget

Town Manager Maniscalco reported that the overall budget request was \$311,528, which is a decrease of \$4,584.

Mrs. Michele Lipe, Director of Planning, explained that under the Objectives and Goals, the administration of infrastructure improvements at Eli Terry Elementary School relates to a bridge and pathway that was part of the Safe Route to School grant. There has been difficulty getting the grant permitted through DEEP, so it is an ongoing project. The overtime of \$6,500 is for the secretaries who do night meetings for the Planning and Zoning Commission, Zoning Board of Appeals, and Inland Wetlands Agency/Conservation Commissions. There is an option of overtime or comp time. The \$7,000 for scanning was put into the budget last year but was never used due to COVID-19. These funds will be used to bring in temporary help to bring the scanning of the Planning Department's records up to date.

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ITEM:

13. New Business (Continued)

D. Discussion Item: Public Works Department's Budget

Engineering Department

Town Manager Maniscalco reported that the overall budget request was \$524,580, and he approved a budget of \$511,080.

Town Manager Maniscalco explained to the Council that the truck that is being requested by the Engineering Department is a municipal lease to purchase, which the Town is doing will a lot of vehicles. The program consists of three years of lease payments, and then after that, the Town will pay \$1.00 and own the vehicle.

Mr. Jeff Doolittle, Town Engineer, informed the Council that the current vehicle that the Engineering Department uses is a 2006 pickup truck with 50,000 to 60,000 miles on it. Although there are not many miles on the vehicle, the vehicle is not in great shape.

Streets Division

Town Manager Maniscalco reported that the overall budget request was \$3,182,194, and he approved a budget of \$3,161,444.

Town Manager Maniscalco explained that he decreased the line item under snow and ice removal by \$20,000 to bring it in line with what is typically spent on average.

Mr. Vincent Stetson, Superintendent of Streets, informed the Council that the purchase for the composter was \$435,000 through the competitive bid process. The Town entered a five-year lease purchase for this equipment and will have it paid on July 1, 2023. Town Manager Maniscalco added that it is five equal payments of \$92,339 per year.

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ITEM:

13. D. (Continued)

Streets Division (Continued)

Mr. Stetson explained that all of the funds that are generated from the composter go back into a Special Revenue Fund. Town Manager Maniscalco informed the Council that there is \$75,484 in that fund presently.

Answering further questions from the Council, Mr. Stetson explained that free compost was not available last year to residents due to the pandemic. Every weekend there are approximately 500 yards of compost put out, and by Monday, it is gone. The selling of compost has increased a bit since it began. Historically, the Town would auction it off for a small fee to local farmers and generate anywhere from \$5,000 to \$10,000. This year, the Town is selling compost to a variety of businesses. Mr. Stetson stated that in order to have free compost for residents, there might need to be stipulations put on the availability of the compost and suggested after ten trips of free compost, a small fee could be charged. If the Town continues to give the compost away for free, we will not generate any money to offset all of the costs. The cost this year for the leaf collection program was a little more than \$400,000. The year prior, the Town spent about \$430,000 because there were early snowstorms, so the program ran slightly longer than usual.

Fleet Services

Town Manager Maniscalco reported that the overall budget request was \$1,056,819, and he approved a budget of \$1,046,819.

Answering questions from the Council, Town Manager Maniscalco informed the Council that the Town does not have a Master Mechanic currently. A revised commentary will be included in the final budget.

Public Building Division

Town Manager Maniscalco reported that the overall budget request was \$2,074,324, and he approved a budget of \$1,994,765.

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ITEM:

13. D. (Continued)

Public Building Division (Continued)

Town Manager Maniscalco explained to the Council that under line item 372, \$70,933 was taken out of the budget because that amount was associated with 1645 Ellington Road. The purchase of that property did not pass under the referendum. There was \$50,000 added under that line item to replace a condensing unit for the ground floor at 1540 Sullivan Avenue. There are no items in this budget pertaining to 1645 Ellington Road. Town Manager Maniscalco stated that he does not have an answer as to why some things are listed under Repair Maintenance Equipment versus Repair Maintenance Facilities. A modification can be made in the final budget to make sure items are reflected under the correct line item.

Town Manager Maniscalco stated that there might be savings of about \$35,000 under line item 0400, which is presently budgeted at \$225,000 and pays for the use of the Wapping School. This year, due to COVID-19, there was a decrease in the cost because the building was closed to the public, and there was a reduced rate in cleaning. Town Manager Maniscalco said he would find out where the revenue is located in the Board of Education budget.

Refuse Disposal

Town Manager Maniscalco reported that the overall budget request was \$2,333,972, and he approved a budget of \$2,350,000.

Mr. Tony Manfre, Superintendent of Pollution Control, explained to the Council that due to the pandemic, there are more people working from home and kids are home from school, which brought the tonnage per month up to 650. Over the last three years, the Town was averaging about 623 tons per month. The proposed budget is reflecting the additional 400 tons that the Town typically does not budget for. The average tonnage per year is 7,400, and this budget is budgeting for 7,800 tons. Per our contract, the tipping fee will not increase in the next Fiscal Year.

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ITEM:

13. D. (Continued)

Refuse Disposal (Continued)

Answering questions from the Council, Mr. Manfre explained that the Town did not budget for the increase in tonnage in the current budget, but the department has been looking at the numbers, cutting where possible, and not using funds when possible.

Deputy Mayor Pendleton questioned if the Town could use the money from FEMA to help with the extra trash and recycling? Town Manager Maniscalco explained that the Town is still waiting for additional guidance as to how those funds can be spent but knows those funds can be used to recoup losses that have been caused by COVID-19. In this year's budget, the Town can certainly try to use those funds to help pay for the additional tonnage costs associated with refuse and recycling.

Mr. Manfre said that he anticipates a higher amount of tonnage from refuse for most of next year. Numbers have come down slightly but not back to the average of the previous last three years. The Town has sold about 30 backyard composters and 13 green barrels, which takes up about 25% to 30% of the residential trash and is a great way to eliminate some of the tonnage.

Mr. Manfre informed the Council that the Town would try to get back out and educate the residents on refuse and recycling to help reduce the tonnage. On the Town website, there are links to help inform residents how they can dispose of certain items.

E. Resolution Endorsing a Fair Housing Policy
(Councilor Hockenberry)

WHEREAS, All persons are afforded a right to full and equal housing opportunities in the neighborhood of their choice; and

WHEREAS, Federal fair housing laws require that all individuals, regardless of race, color, religion, sex, handicap, familial status, or national origin, be given equal access to all housing-related opportunities, including rental and homeownership opportunities, and be allowed to make free choices regarding housing location; and

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ITEM:

13. E. (Continued)

WHEREAS, Connecticut fair housing laws require that all individuals, regardless of race, creed, color, national origin, ancestry, sex, marital status, age, lawful source of income, familial status, learning disability, physical or mental disability, sexual orientation, be given equal access to all housing-related opportunities, including rental and homeownership opportunities, and be allowed to make free choices regarding housing location; and

WHEREAS, The Town of South Windsor is committed to upholding these laws and realizes that these laws must be supplemented by an Affirmative Statement publicly endorsing the right of all people to full and equal housing opportunities in the neighborhood of their choice

NOW, THEREFORE, BE IT RESOLVED that the Town of South Windsor hereby endorses a Fair Housing Policy to ensure equal opportunity for all persons to rent, purchase, obtain financing, and enjoy all other housing-related services of their choice on a non-discriminatory basis as provided by state and federal law; and

BE IT FURTHER RESOLVED that the Chief Executive Officer of the Town of South Windsor or his/her designated representative is responsible for responding to and assisting any person who alleges to be the victim of an illegal discriminatory housing practice in the Town of South Windsor and for advising such person of the right to file a complaint with the State of Connecticut Commission on Human Rights and Opportunities (CHRO) or the U.S. Department of Housing and Urban Development (HUD) or to seek assistance from the CT Fair Housing Center, legal services, or other fair housing organizations to protect his or her right to equal housing opportunities.

Was made by Councilor Hockenberry
Seconded by Councilor Snyder

Councilor Hockenberry stated that she supports this resolution and understands that it is needed to apply for certain grants for the Housing Authority.

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

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ITEM:

13. New Business (Continued)

F. Resolution Approving a Refund of Taxes to Ten (10) South Windsor Taxpayers

BE IT RESOLVED that the South Windsor Town Council hereby approves a refund of property taxes to ten (10) South Windsor Taxpayers, the total of said refunds being \$6,424.64 and as more fully described on attached **Exhibit A**.

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

G. Discussion Item: Combining Boards and Commissions (requested by Councilor Lydecker)

Councilor Lydecker explained that she brought this forward because Councilor Snyder originally requested that the Council members review if there are Boards and/or Commissions that could be combined. Councilor Lydecker stated that she attended the Open Space Task Force meeting on April 5, 2021, and asked the members about the possibility of the Open Space Task Force combining with the Agricultural Land Preservation Advisory Commission. Overall, it was not favorable, with the biggest issue being the differences in their missions. The Open Space Task Force is advisory only as a standing committee. The Agricultural Land Preservation Advisory Commission does a lot of farmland preservation and development rights which is outside of the realm of the Open Space Task Force. The Agricultural Land Preservation Advisory Commission's membership is unique and composed of members in different industries. Councilor Lydecker also stated that she was informed that the Open Space Task Force and the Agricultural Land Preservation Advisory Commission have not had any issues with having a quorum for their meetings and stated that Deputy Mayor Pendleton had attended the Agricultural Land Preservation Advisory Commission meeting and had the same conversation with them.

Deputy Mayor Pendleton reported that the Agricultural Land Preservation Advisory Commission felt that they could not work together with the Open Space Task Force because they are two very distinct organizations.

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ITEM:

13. G. (Continued)

Councilor Snyder thanked Councilor Lydecker and Deputy Mayor Pendleton for sharing their feedback. This is not something the Council has to do, but Councilor Snyder felt that it should be reviewed. Councilor Snyder recalled that the Agricultural Land Preservation Advisory Commission requested to have their membership increased because they could not get a quorum for almost one year straight. Mayor Paterna recalled that there were problems getting a quorum.

Councilor Hockenberry read a statement from the Human Relations Commission about the possibility of their Commission combining with the Social Justice and Racial Equity Commission. The statement read as follows: The Social Justice and Racial Equity Commission would be a welcome addition to Town to specifically address issues related to race and equity among Town employees. The Human Relations Commission has been very happy to have worked collaboratively this past year with the Black Lives Matter Sub-Committee, and the members of the Human Relations Commission had the following observations regarding the new Commission. The Human Relations Commission is very happy to continue collaborating with a new Commission to address social justice and racial equity in South Windsor. The Human Relations Commission is specifically about community, cultural relationships, and intersectionality among Town residents. The purpose of the new Commission is to ensure absence of bias, racial equity for BIPOC employees, and increasing recruitment of BIPOC candidates. The Human Relations Commission members feel that these goals are beyond the purview of the Human Relations Commission. Additionally, many Town employees and new hires will be non-residents of South Windsor, which is beyond the scope of the Human Relations Commission, and that there is a clear delineation between the goals of our Commission and the new Social Justice Commission under consideration. On its establishment, the Human Relations Commission will welcome the opportunity of advancing the goals of social and racial justice through collaboration and partnership with the new Commission.

14. Passage of Ordinance

None

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 20

April 19, 2021

ITEM:

15. Public Input

None

16. Communications from Council

None

17. Executive Session

None

ITEM:

18. Adjournment

At 10:32 p.m., Councilor Maneeley made a motion to adjourn the meeting. Deputy Mayor Pendleton seconded the motion, and it was approved unanimously.

Respectfully submitted,


Deborah W. Reid
Clerk of the Council

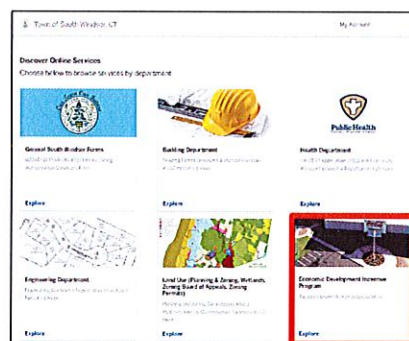
Town of South Windsor

TAX ASSESSMENT REDUCTION
APPLICATION PROCESS PRESENTATION
APRIL 19, 2021

Tax Assessment Reduction Application Process:

<https://southwindsorct.viewpointcloud.com>

1. Log into VPC site and select Economic Development Incentive Program. Create an account if you have not already.
2. Click "Select" in the Tax Assessment Reduction Application box.



Town of South Windsor, CT TEST My Account Search

Economic Development Incentive Program

Economic Development Incentive Program

It is the policy of the Town of South Windsor to encourage the development and expansion of quality businesses, especially those of particular types. In an effort to attract these select businesses, the Town may offer applicants temporary tax abatement pursuant to C.G.S. §12-65b or other economic incentives if the Economic Development Commission and the Town Council deem such action to be in the best interest of the Town.

Types of Business/Industry Targeted

The Economic Development Incentive Program will be used to target the following types of quality businesses:

- Corporate headquarters
- Corporate satellite offices
- Campus style office development
- Research and development facilities
- Manufacturing facilities
- Multi-use facilities

The Town is interested in attracting businesses that will:

- Generate additional tax revenue through real estate and/or personal property taxes
- Provide employment opportunities
- Provide high quality goods and services
- Improve the aesthetics of the community or a particular area.

In addition to tax abatements the Town is also willing to cooperate in Tax Incremental Financing Options and infrastructure improvements and would also consider the waiver of local permitting fees.

Apply Online

Tax Assessment Reduction Application
click here to apply for temporary tax abatement pursuant to C.G.S. Section 12-65b.

Select

Exhibit A

Click the "Apply Online" button and enter the required information into the form sections of the application.

The screenshot shows the Town of South Windsor, CT TEST website. The top navigation bar includes 'My Account', 'Search', and a 'Drew' button. The main content area is titled 'Economic Development Incentive Program' and 'Tax Assessment Reduction Application'. A blue 'Apply Online' button is highlighted with a red box. Below this, the 'Tax Assessment Reduction Application' form is displayed. The form is titled 'Tax Assessment Reduction Under C.G.S. Section 12-65b' and includes a detailed description of the program. The form is divided into sections: 'Construction Cost' and 'Applicant Information'. The 'Construction Cost' section includes fields for 'Land Acquisition Cost' and 'Building Cost'. The 'Applicant Information' section includes fields for 'Applicant First Name', 'Applicant Last Name', 'Applicant Street Name', 'Applicant City', 'Applicant State', 'Applicant Zip Code', and 'Applicant Phone Number'. The form also includes a 'Save Draft and Exit' button and a 'Next' button.

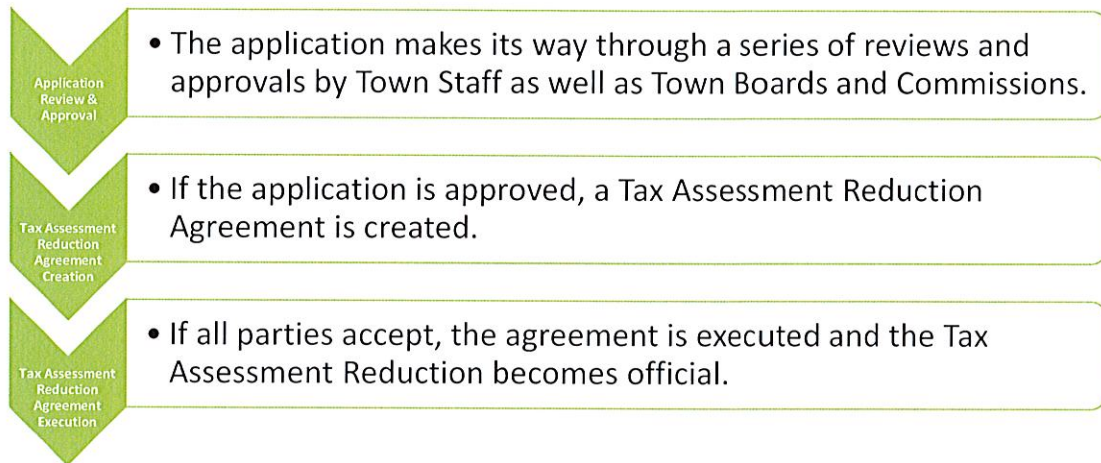
Review all entered information and submit the application.

The screenshot shows the Town of South Windsor, CT TEST website. The top navigation bar includes 'My Account', 'Search', and a 'Drew' button. The main content area is titled 'Economic Development Incentive Program' and 'Tax Assessment Reduction Application'. The 'Confirm your submission' form is displayed. The form is titled 'Confirm your submission' and includes a detailed description of the program. The form is divided into sections: 'Contact Information', 'Location', and 'Applicant Information'. The 'Contact Information' section includes fields for 'Email Address' and 'Phone Number'. The 'Location' section includes fields for 'Address' and 'City'. The 'Applicant Information' section includes fields for 'Applicant First Name', 'Applicant Last Name', 'Applicant Street Name', 'Applicant City', 'Applicant State', 'Applicant Zip Code', and 'Applicant Phone Number'. The form also includes a 'Save Draft and Exit' button and a 'Next' button.

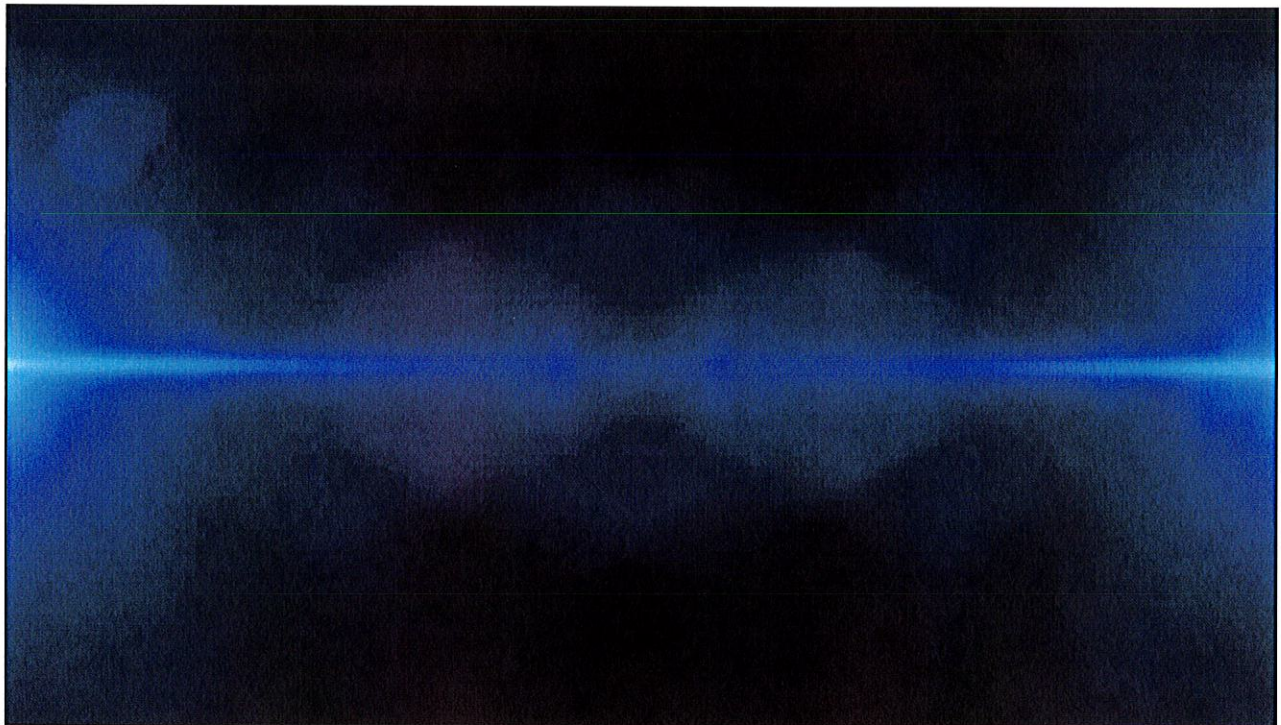
Upload all the required attachments to the site.

Exhibit A

Process after the application is submitted:



NOTE: The applicant will receive email notifications as each step of the workflow is completed.



[External]laurel street speeding 4/18/2021

Exhibit B

D & T MacD [dtmac01@sbcglobal.net]

Sent: Sunday, April 18, 2021 4:25 PM

To: TownCouncilComments

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Mayor, and Councilors:

Why does the South Windsor Town Council continue to ignore the speeding issue on Laurel Street, of which, they are well aware of?

Are you too busy committing \$50,000 to a successful farmer and a multi-faceted corporation?

Are you too busy fixing a pedestrian crossing between two privately owned business parking lots?

Are you too busy granting tax deferments to businesses, which doesn't seem to be working since there still seems to be budget issues?

Are you too busy addressing a littering issue caused by the Hartford Courant throwing papers on driveways?

Are you too busy deciding where, when and which flags should fly on Town flag poles?

Are you too busy having the Town buy a building?

Are you too busy to be concerned about residents safety and the fact that our Town agencies refuse to enforce statutory speed limits or provide proven modern methods of traffic calming such as speed humps or stop signs?

Are you too busy to answer the questions that we have asked you over the last two and a half years?

As you continue to completely ignore our speeding problem, our speeding problem continues.

We are again asking you to have the Town agencies install one of the traffic calming solutions we have been asking for.

We have received part of the Stealth Speed Survey conducted between 4/1/2021 and 4/15/2021 and are reviewing it. We will send you our comments upon receipt of the remainder of the survey and our completion of our review.

Dave MacDonald
79 Laurel Street

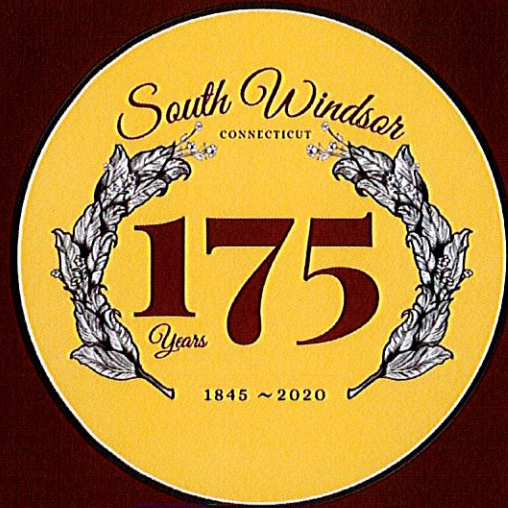
Exhibit C

**SOUTH WINDSOR
175TH ANNIVERSARY
COMMITTEE**



Status Update

Presented by Brenda Koboski
April 19, 2021



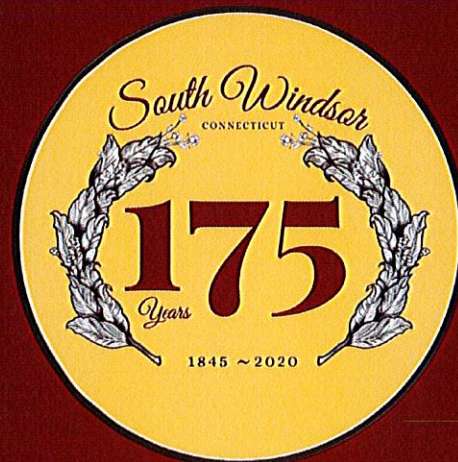
COMMITTEE MEMBERS

Chair: Brenda Koboski
Vice Chair: Joshua Johnson

Commissioners:
Nick Jones
Marietta St. Onge
Vacancy
Vacancy

Honorary
Chair: Ed Havens, Sr.
Elizabeth Warren

Volunteer: Lavanya Bobba



GETTING STARTED

- ❖ Gmail Account
- ❖ Facebook
- ❖ Logo Contest
- ❖ Website
- ❖ Instagram
- ❖ Town and local organizations



Prior Chair Bri Dill with her logo design

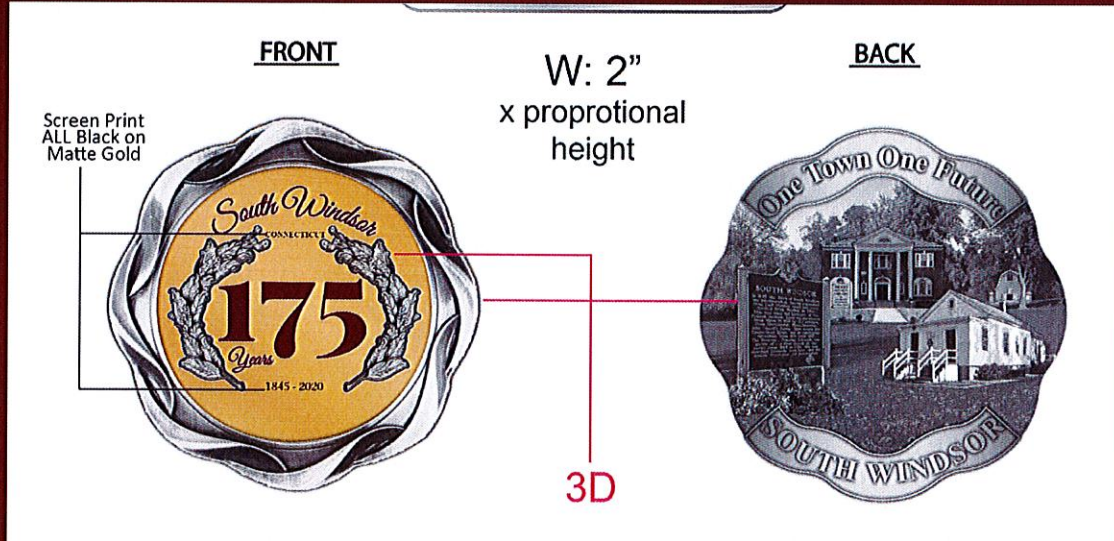


Logo Contest Winner
Mihika Joshi



Mihika donated her prize to the SW Food & Fuel Bank

Exhibit C

175th Anniversary Commemorative Coin

BUDGET

Funding:

Town Funding	\$25,000
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Additional Proceeds:

Apparel Sales	\$5,600
Souvenir Sales	\$3,840
Sponsorships	<u>\$10,000</u>
Total Funding/Sales	\$44,440

Expenses:

Advertising	\$6,400
Apparel	\$7,000
Entertainment	\$5,800
Fireworks	\$10,000
Games	\$500
Miscellaneous	\$7,940
Souvenirs	\$4,800
Transportation	<u>\$2,000</u>
Total Expenses	\$44,440



Exhibit C

**South Windsor 175th Anniversary
UPCOMING
EVENTS 2021**

MAY 7	Founders Day Nevers Road Park
	Scavenger Hunt Online and Around Town
	May 1
SEP 17	Kick-off Celebration and Fireworks Nevers Road Park
	All Town Parade Old Wapping School/SW Recreation Building
	SEP 18
SEP 18	175th Anniversary Jubilee Nevers Road Park
	Livestream Recap of Events Online
	SEP 30

South Windsor
CONNECTICUT

175
Years
1845 ~ 2020

**ANNIVERSARY
Celebration**

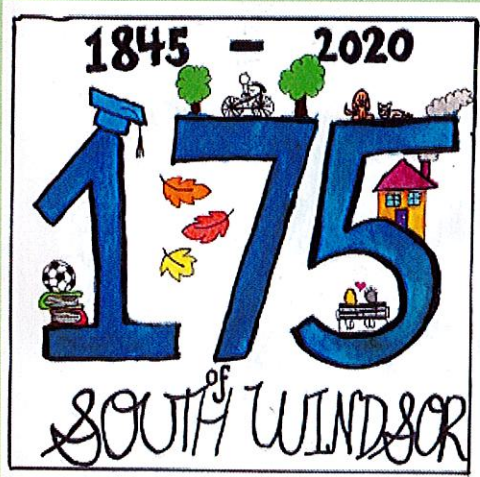
Save The Date

September 17 & 18, 2021
Nevers Road Park

Exhibit C

PLANNED EVENTS

❖ Scavenger Hunt	May 1 st
❖ Founder's Day Tree Dedication	May 7 th
❖ Jubilee Kick-off	Sep 17 th
❖ Parade	Sep 18 th
❖ Jubilee	Sep 18 th
❖ Livestream Recap of Events	TBD



South Windsor 175th Anniversary Committee **COMMUNITY WIDE SCAVENGER HUNT**

Are you ready to get back to the great outdoors? Here is your chance! The South Windsor 175th Anniversary Committee is hosting a Community Wide Scavenger Hunt! Players will be given missions with clues that lead to a landmark, building, or place in town. Just snap a photo of the correct location and submit through your Apple device or computer using the GooseChase app or through www.goosechase.com


Prizes will be awarded to the first team to complete the mission. All other teams that successfully complete the mission will be placed in a drawing for prizes. To get started, [click here](#)



Contact us
Email: sw175thanniversary@gmail.com
Website: <https://sites.google.com/view/southwindsor175anniversary/home>



Exhibit C

 South Windsor 175th Anniversary Sponsorship Levels	
Premier \$5,000 +	Logo and recognition on Website, Facebook, Instagram, Twitter, flyers, and all event promotional material; full page ad in Jubilee Program; signage at event. The opportunity to include signs, posters, and/or promotional material at the event (must be provided by the sponsor)
Gold \$2,500 - \$4,999	Logo and recognition on Website, Facebook, Instagram, Twitter, flyers, and all event promotional material; 3/4 page ad in Jubilee Program; Signage at event.
Silver \$1,000 - \$2,499	Logo and recognition on Website, Facebook, Instagram, Twitter, flyers, and all event promotional material; 1/2 page ad in Jubilee Program; signage at event.
Bronze \$500 - \$999	Logo and recognition on Website, Facebook, and all event promotional material; 1/4 page ad in Jubilee Program; signage at event
Patron \$100 - \$499	Logo and recognition on Website, Facebook, listing in Jubilee Program, signage at event.



South Windsor 175th Jubilee

Sept 17 & 18, 2021

Nevers Road Park



Food Trucks

Live Entertainment

Games



Parade Sept 18



Historical Base Ball



Classic Cars



Fireworks Sept 17th



1st Company Governor's Horse Guard