

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Minutes

Page 1

December 6, 2021

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

1. Call Meeting to Order

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

2. Pledge of Allegiance

3. Roll Call

Members Present: Mayor Liz Pendleton
Deputy Mayor Steven King, Jr.
Councilor Jamie Gamble
Councilor Philip Koboski
Councilor Marek Kozikowski
Councilor Cesar Lopez
Councilor Karen Lydecker
Councilor Andrew Paterna

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

After roll call was complete, Mayor Pendleton presented certificates to the 2021 Patriotic Essay Contest winners. They were as follows:

9th Grade through 12th Grade

1st Place: Justin Senh
2nd Place: Ryan Duong
3rd Place: Yunfei Zheng

6th Grade through 8th Grade

1st Place: Smriti Rajan
2nd Place: Ava Mathew
3rd Place: Mihika Joshi
3rd Place: Pooravi Srivastava

3rd Grade through 5th Grade

1st Place: Anya Dausey
2nd Place: Greta Arline Johnson
3rd Place: Girish Prasad

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 2

December 6, 2021

ITEM:

Patriotic Commission Essay Contest Winners (Continued)

Kindergarten through 2nd Grade

1st Place: Davina Sarah Doulagar

2nd Place: William Chan

3rd Place: Jay Calderon

3rd Place: Bryce Burnham

Girls U12 Travel Soccer Team Presentation of Connecticut Cup State Championship Cerificates

Mayor Pendleton presented certificates to the Girl's U12 Soccer Team for winning the Connecticut Cup State Championship. They were as follows:

America Bernier #1

Shea Brochu #10

Emily Carmon # 3

Evelyn Castro #12

Aubrey Corn #7

Ainslee Deptula #16

Gianna DiSalvatore #14

Emily Gamble # 23

Nora Hamelin # 11

Rebecca Koshy #2

Liston Kupec-Kerachsky #8

Giuliana Lagana #13

Olivia Lopez #4

Camille Shelton #9

Julia Thorne #5

Kylah Wood #15

Head Coach: Bryan Kerachsky

Asst. Coach: Gary Schoedler

Presentation of Golden Gavel Plaque and Picture to former Mayor Andrew Paterna

Mayor Pendleton presented a picture and golden gavel plaque to past Mayor Andrew Paterna and thanked him for his service and dedication as Mayor to the Town of South Windsor.

Mayor Paterna expressed his thanks and gratitude for the recognition.

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 3

December 6, 2021

ITEM

4. Mayor's Remarks

Mayor Pendleton said that she attended the Festival of Lights Parade at Evergreen Walk over the weekend and it was a great time for the Town of South Windsor, the community, and residents.

Mayor Pendleton also wished everyone Happy Holidays from the Town Council.

5. Adoption of Agenda

Deputy Mayor King made a motion to adopt the agenda as presented. Councilor Paterna seconded the motion.

Deputy Mayor King made a motion to amend the agenda as follows: Move Item 13.M (Resolution Accepting the Resignation of Kenneth Lewis from the Patriotic Commission), and Item 13.N. (Resolution Accepting the Resignation of John Pelkey an Alternate from the Parks and Recreation Commission). After Item. 10 (Reports from Committees). Councilor Paterna seconded the amendment, and it was approved unanimously.

Councilor Kozikowski made a motion to remove Item. 11.a.G. from the Consent Agenda so the Resolution can be amended to correct an error to be considered for a First Reading on the next Town Council meeting.

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

6. Communications and Reports from Town Manager

Town Manager Maniscalco reported on the following items:

COVID Update: Mr. Maniscalco reported that there are 2,249 total cases of COVID in South Windsor. 2,108 are past the time of quarantine. 80 individuals are currently infected with the virus and 61 residents have deceased. These numbers put the Town in a Red Level meaning that there are 15 new cases per 100,000 which equates to community spread. As a result, the Town Manager has instituted a mask mandate for all Town Facilities regardless of vaccination status.

The Town Manager has been working to identify some additional vaccine clinics for children. There was a vaccination clinic on Saturday at Evergreen Walk. It was very well attended so there is a need for additional vaccination locations.

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 4

December 6, 2021

ITEM:

6. Communications from the Town Manager (continued)

It has also been noted that there is a gap in testing and also being able to find testing locations is becoming more difficult over the last month. We are working with some providers to identify ways to offer more testing for the community and for Town staff

Town Attorney RFP: The RFP has been released and posted to the Statewide DAS as well as in the Hartford Courant. There has been some interest from a couple firms thus far.

Tax Collection Update: Mr. Maniscalco said that we are on par with where we need to be. In comparison to last year, the Town is at 56.99% collected as opposed to last year's collection rate of 56.89% collected.

Bond Rating Update: We are currently working on increasing our Bond Rating to AAA. The Town is currently at AA+ through Standard and Poors. As we move through the budget process, Mr. Maniscalco will provide guidance to the Council as to the various things that could harm or help the Town's credit rating.

Margaret Drive Update: Mr. Maniscalco has received a number of questions about the tennis courts on Margaret Drive and said that it is a capital project. Unfortunately they can only fund 2 million dollars for the capital project budget so it hasn't been moved up on the list. Mr. Maniscalco said that he would look to the Capital Projects Committee to move the project forward as much as possible.

Wood Memorial Library Mini-matching Grant: Most of the grant is for site work such as tree removal. It has been sent to the Town Attorney for review and it has been approved. Once Mr. Maniscalco has had a chance to review the documents, they will be brought forward to the Town Council for review and approval.

GFOA Award: Mr. Maniscalco reported that they were notified that the Town will be receiving the GFOA Budget Award for this year. They will be trying to work on a new budget book this year that will help us to achieve the budget award again in the future.

7. Public Input for Items on the Agenda

None

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 5

December 6, 2021

ITEM:

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 November 15, 2021

Was made by Councilor Lopez
Seconded by Councilor Koboski
The motion passed unanimously

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

Councilor Lydecker reported that she attended the virtual Board of Education meeting last week. They elected their chair, vice-chair and secretary positions as follows:

Chairman Craig Zimmerman
Vice-Chair Jessica Waterhouse
Secretary Beth Essman

They gave a presentation from Orchard Hill and Eli Terry and sang songs. They transitioned into talking about the music curriculum. They also discussed the Timothy Edwards Roof Replacement which is listed as Item 13.D. This is the official approval to allow them to move forward with the work that was authorized during the referendum in March.

Councilor Kozikowski reported that the Planning and Zoning Commission closed the Public Hearing on November 23, 2021 for a site plan application for a proposed warehouse facility on Talbot Lane and Governor's Highway. There were multiple meetings and collected hours of public input. On November 30, 2021 the Commission discussed the merits of the application and it is expected that they will render a decision at tomorrow's meeting.

The Planning and Zoning Commission also opened a Public Hearing for zoning text amendments that would impact the Buckland Road Gateway Development Zone to increase the allowed number of allowed residential units from 200 to 365 including an amendment to the Evergreen Walk General Plan. There is also a Special Exception Application for a 165 unit multi-family development.

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 6

December 6, 2021

ITEM:

10. Reports from Committees

Mayor Pendleton gave a report on the Personnel Committee and asked for an update from Vanessa Perry on the hiring of the Clerk of the Council.

Ms. Perry said that the position has to be re-posted due to lack of applicants. Only three applications were initially received. As of today, there are a total of five applications. The new closing date for this position is Monday, December 20, 2021 at midnight. The Personnel Committee is scheduled to meet again on December 22, 2021 at 1:00 p.m. to review the additional received applications and finalize the hiring process. The tentative schedule is for the Personnel Committee to hold first interviews on January 5, 2022 followed by second interviews with the Town Council on January 10, 2022 during Executive Session at a Special Town Council meeting. We are hoping to be able to appoint the Clerk of the Council at the January 18, 2022 Regular Town Council meeting.

Mayor Pendleton reported on the Naming Committee which met last week. The committee reviewed the policy. They will be looking at the policy and breaking down the policies and procedures of the naming applications.

13. New Business

M. Resolution Accepting the Resignation of Kenneth Lewis (D) from the Patriotic Commission

BE IT RESOLVED that the South Windsor Town Council hereby accepts with regret the resignation of Kenneth Lewis (D) from the Patriotic Commission effective November 2, 2021; and

BE IT FURTHER RESOLVED that the South Windsor Town Council extends its thanks to Kenneth Lewis for the time he has dedicated to serving his community by his membership on the Patriotic Commission.

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

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Minutes

Page 7

December 6, 2021

ITEM:

13. New Business (Continued)

N. Resolution Accepting the Resignation of John Pelkey (D) an Alternate from the Parks and Recreation Commission

BE IT RESOLVED that the South Windsor Town Council hereby accepts with regret the resignation of John Pelkey (D) an Alternate from the Parks and Recreation Commission effective November 28, 2021; and

BE IT FURTHER RESOLVED that the South Windsor Town Council extends its thanks to John Pelkey for the time he has dedicated to serving his community by his membership as an Alternate on the Parks and Recreation Commission.

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

11. Consent Agenda

Motion to Approve Agenda Items 11.a.A through 11.a.H. as a First Reading on the Consent Agenda

a. First Reading

A. Resolution Reappointing Joseph Botti (R) to the Water Pollution Control Authority 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 Joseph Botti (R) to the Water Pollution Control Authority for a term ending November 30, 2021, and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Minutes

Page 8

December 6, 2021

ITEM:

11. Consent Agenda (Continued)

B. Resolution Reappointing Veronica Nowak (R) to the Housing Authority 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 Veronica Nowak (R) to the Housing Authority for a term ending November 30, 2026, and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

C. Resolution Appointing Corrine Bordua (R) to the Public Building 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 Corrine Bordua (R) to the Public Building Commission for a term ending November 30, 2025, to fill the expired term of Adam Wood and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

D. Resolution Appointing Daniel Edwards (R) to the Blighted Property Appeals 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 appoints Daniel Edwards (R) to the Blighted Property Appeals Board for a term ending November 30, 2024 to fill the expired term of James Ainsworth and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

E. Resolution Appointing Justin Bordua (R) to the South Windsor Agricultural Land Preservation Advisory 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 Justin Bordua (R) to the South Windsor Agricultural Land Preservation Advisory Commission for a term ending November 30, 2022 to fill the unexpired term of Elizabeth Warren and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Minutes

Page 9

December 6, 2021

11. Consent Agenda (*Continued*)

a. First Reading (*Continued*)

F. Resolution Appointing Dan Katzbek (R) to the Inland Wetlands Agency/Conservation 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 Dan Katzbek (R) to the Inland Wetlands Agency/Conservation Commission for a term ending December 1, 2025, to fill the expired term of Elizabeth Warren and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

H. Resolution Approving a Mayoral Appointment of Jamie Gamble (R) to the Connecticut Water Customer Advisory Council and Postponing Consideration of the Motion until the Town Council's Next Regularly Scheduled Meeting

Resolution Approving a Mayoral Appointment of Jamie Gamble (R) to the Connecticut Water Customer Advisory Council for a term ending November 13, 2023, and Postponing Consideration of the Motion until the Town Council's Next Regularly Scheduled Meeting.

Was made by Councilor Kozikowski
Was seconded by Councilor Gamble
The motion was approved unanimously

Motion to Approve Agenda Items 11.a.I. through 11.a.O. as a First Reading on the Consent Agenda

I. Resolution Reappointing Mary Justine Hockenberry (D) to the Human Relations Commission and Postpones Consideration of this Motion until the Town Council's Next Regularly Scheduled Meeting

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Mary Justine Hockenberry (D) to the Human Relations Commission for a term ending November 30, 2024 and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 10

December 6, 2021

11. Consent Agenda (Continued)

a. First Reading (Continued)

J. Resolution Appointing Srinivasi Chalikonda (D) an Alternate to the Parks and Recreation 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 Srinivasi Chalikonda (D) an Alternate to the Parks and Recreation Commission for a term ending December 31, 2021, to fill the unexpired term of John Pelkey and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

K. Resolution Appointing Will Coursey (D) a Full Member to the Patriotic 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 Will Coursey (D) a Full Member to the Patriotic Commission for a term ending December 31, 2021 to fill the unexpired term of Kenneth Lewis and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

L. Resolution Appointing Margaret Glover (D) an Alternate to the Patriotic 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 Margaret Glover (D) an Alternate to the Patriotic Commission for a term ending December 31, 2023 to fill the unexpired term of Will Coursey and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

M. Resolution Appointing Kristen Greenier (D) to the South Windsor Arts 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 Kristen Greenier (D) to the South Windsor Arts Commission for a term ending December 31, 2023, and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Minutes

Page 11

December 6, 2021

11. Consent Agenda (Continued)

a. First Reading (Continued)

N. Resolution Reappointing Ritu Goel (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 reappoints Ritu Goel (D) to the South Windsor Alliance for Families for a term ending September 1, 2023, and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

O. Resolution Appointing Atif Quarishi (D) an Alternate to the Planning and Zoning 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 Atif Quarishi (D) an Alternate to the Planning and Zoning Commission for a term ending December 1, 2023 to fill the expired term of Alan Cavagnaro and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

Was made by Deputy Mayor King
Was seconded by Councilor Paterna
The motion was approved unanimously

Motion to Approve Agenda Items 11.b.A through 11.b.V. as a Second Reading on the Consent Agenda

b. Second Reading

A. Resolution Reappointing Arthur Jennings (D) to the Inland Wetlands Agency/Conservation Commission

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Arthur Jennings (D) to the Inland Wetlands Agency/Conservation Commission for a term ending December 1, 2025.

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Minutes

Page 12

December 6, 2021

11. Consent Agenda (Continued)

a. Second Reading (Continued)

B. Resolution Reappointing Paul Bernstein (D) an Alternate to the Planning & Zoning Commission

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Paul Bernstein (D) an Alternate to the Planning & Zoning Commission for a term ending December 1, 2025.

C. Resolution Appointing Cile Decker (D) to the Arts Commission

BE IT RESOLVED that the South Windsor Town Council hereby appoints Cile Decker (D) to the Arts Commission for a term ending December 1, 2023.

D. Resolution Reappointing Steven Carty (D) to the Zoning Board of Appeals

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Steven Carty (D) to the Zoning Board of Appeals for a term ending November 30, 2025.

E. Resolution Reappointing James Kupchunos (D) to the Zoning Board of Appeals

BE IT RESOLVED that the South Windsor Town Council hereby reappoints James Kupchunos (D) to the Zoning Board of Appeals for a term ending November 30, 2025.

F. Resolution Reappointing David Basile (D) an Alternate to the Zoning Board of Appeals

BE IT RESOLVED that the South Windsor Town Council hereby reappoints David Basile (D) an Alternate to the Zoning Board of Appeals for a term ending November 30, 2025.

G. Resolution Reappointing Cathy Gallagher (D) to the Library Board

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Cathy Gallagher (D) to the Library Board for a term ending November 30, 2025.

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 13

December 6, 2021

11. Consent Agenda (Continued)

a. Second Reading (Continued)

H. Resolution Reappointing Kathleen-Mary Sharos (D) to the Library Board

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Kathleen-Mary Sharos (D) to the Library Board for a term ending November 30, 2025.

I. Resolution Reappointing Anitha Elango (D) to the Human Relations Commission

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Anitha Elango (D) to the Human Relations Commission for a term ending November 30, 2024.

J. Resolution Reappointing Sandra Jeski (D) to the Demolition Delay Committee

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Sandra Jeski (D) to the Demolition Delay Committee for a term ending December 31, 2022.

K. Resolution Reappointing Karen Wagner (D) to the Mass Transit and Highway Advisory Commission

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Karen Wagner (D) to the Mass Transit and Highway Advisory Commission for a term ending November 30, 2025.

L. Resolution Reappointing Kathy Hale (D) to the Mass Transit and Highway Advisory Commission

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Kathy Hale (D) to the Mass Transit and Highway Advisory Commission for a term ending November 30, 2025.

M. Resolution Reappointing Edward O'Connell (D) to the Public Building Commission

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Edward O'Connell (D) to the Public Building Commission for a term ending November 30, 2025.

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Minutes

Page 14

December 6, 2021

11. Consent Agenda (Continued)

a. Second Reading (Continued)

N. Resolution Reappointing James Kupchunos (D) to the Blighted Property Appeals Board

BE IT RESOLVED that the South Windsor Town Council hereby reappoints James Kupchunos (D) to the Blighted Property Appeals Board for a term ending November 30, 2024.

O. Resolution Reappointing Carol Fletterick (D) to the Water Pollution Control Authority

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Carol Fletterick (D) to the Water Pollution Control Authority for a term ending November 30, 2025.

P. Resolution Reappointing Linda Jeski (D) to the Board of Assessment Appeals

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Linda Jeski (D) to the Board of Assessment Appeals for a term ending November 30, 2025.

Q. Resolution Reappointing Tim Appleton (D) an Alternate to the Board of Assessment Appeals

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Tim Appleton (D) an Alternate to the Board of Assessment Appeals for a term ending November 30, 2025.

R. Resolution Reappointing David Marsh (D) to the Economic Development Commission

BE IT RESOLVED that the South Windsor Town Council hereby reappoints David Marsh (D) to the Economic Development Commission for a term ending November 30, 2025.

S. Resolution Reappointing Joseph Kennedy (D) to the Economic Development Commission

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Joseph Kennedy (D) to the Economic Development Commission for a term ending November 30, 2025.

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 15

December 6, 2021

11. Consent Agenda (Continued)

a. Second Reading (Continued)

T. Resolution Reappointing James Murray (D) to the Economic Development Commission

BE IT RESOLVED that the South Windsor Town Council hereby reappoints James Murray (D) to the Economic Development Commission for a term ending November 30, 2025.

U. Resolution Reappointing Victor Dorobantu (D) an Alternate to the Economic Development Commission

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Victor Dorobantu (D) an Alternate to the Economic Development Commission for a term ending November 30, 2025.

V. Resolution Reappointing Deborah Cohen (D) an Alternate to the Historic District Commission

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Deborah Cohen (D) an Alternate to the Historic District Commission for a term ending November 30, 2026.

Was made by Councilor Paterna
Was seconded by Councilor Lydecker
The motion was approved unanimously

Motion to Approve Agenda Items 11.b.W through 11.b.DD. as a Second Reading on the Consent Agenda

W. Resolution Reappointing Paul Burnham (R) to the Economic Development Commission

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Paul Burnham (R) to the Economic Development Commission for a term ending November 30, 2025.

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Minutes

Page 16

December 6, 2021

11. Consent Agenda (*Continued*)

a. Second Reading (*Continued*)

X. Resolution Reappointing Christine Shaher (R) to the Human Relations Commission

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Christine Shaher (R) to the Human Relations Commission for a term ending November 30, 2024.

Y. Resolution Reappointing Katherine Chiappetta (R) to the Library Board

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Katherine Chiappetta (R) to the Library Board for a term ending November 30, 2025.

Z. Resolution Reappointing Terry Hart (R) to the Mass Transit and Highway Advisory Commission

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Terry Hart (R) to the Mass Transit and Highway Advisory Commission for a term ending November 30, 2025.

AA. Resolution Reappointing Kathleen Daugherty (R) to the Personnel Board of Appeals

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Kathleen Daugherty (R) to the Personnel Board of Appeals for a term ending November 30, 2024.

BB. Resolution Reappointing Janet Wade-Utay (U) to the Historic District Commission

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Janet Wade-Utay (U) to the Historic District Commission for a term ending November 30, 2026.

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Minutes

Page 17

December 6, 2021

11. Consent Agenda (Continued)

a. Second Reading (Continued)

CC. Resolution Appointing Miguel Proano (R) to the Park and Recreation Commission

BE IT RESOLVED that the South Windsor Town Council hereby appoints Miguel Proano (R) to the Park and Recreation Commission for a term ending December 31, 2024.

DD. Resolution Appointing Nancy Walsh (U) to the Social Justice and Racial Equity Commission

BE IT RESOLVED that the South Windsor Town Council hereby appoints Nancy Walsh (U) to the Social Justice and Racial Equity Commission for a term ending November 30, 2023.

Was made by Councilor Koboski
Was seconded by Councilor Kozikowski
The motion was approved unanimously

c. Miscellaneous

None

12. Unfinished Business

None

13. New Business

**A. Resolution Creating a Park and Recreation Facility Planning and Implementation Committee
(Councilor Evans)**

WHEREAS, the Town of South Windsor operates a robust Parks and Recreation program that includes children, teens, adults, and seniors; and

WHEREAS, since July 2017, the South Windsor Parks and Recreation Department has been housed at Wapping School; and

(Resolution Continued on Next Page)

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 18

December 6, 2021

ITEM:

13. A (Continued)

WHEREAS, the Town of South Windsor invested \$1,341,277.90 into the upgrade, maintenance, and operation of Wapping School in order to operate its programs; and

WHEREAS, Wapping School is still under the control of the South Windsor Board of Education; and

WHEREAS, the Town of South Windsor has seen a significant increase in the student population; and

WHEREAS, the Board of Education has notified the Town that they will need Wapping School for educational purposes to meet the needs of the increased student population by July 1, 2023; and

WHEREAS, the Town of South Windsor needs of a permanent home for the Parks and Recreation Department

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby creates a Park and Recreation Facility Planning and Implementation Committee with the express purpose to:

1. Identify the needs of the South Windsor Parks and Recreation Department and the recreational needs of the South Windsor community.
2. Identify and vet locations for the South Windsor Parks and Recreation Department based on the following criteria:
 - a. Meeting Department programming needs.
 - b. Space for growth and meeting the needs of the community today and tomorrow.
 - c. Accessibility to all residents.
 - d. Cost effectiveness.
3. Propose the chosen solution to the Town Council for a referendum.
4. Educate and advocate for the proposed Facility solution and for resources to implement the plan.
5. Lead the building and implementation of the plan if it is approved.
6. The Committee shall be absolved at the completion of a proposed project or the failure of a referendum to allocate resources for a proposed project; and

(Resolution Continued on Next Page)

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 19

December 6, 2021

ITEM:

13. A (Continued)

BE IT FURTHER RESOLVED that the Committee shall consist of 7 voting members with no more than a bare majority being from one single political party. One member shall also be a member on the Public Building Commission and bring experience in design and building of public facilities; one member shall be from the Parks and Recreation Commission who will bring an understanding and knowledge of the community's recreational needs; 5 members shall be voting members of the community and must have experience in planning, building, architecture, design, and recreation; and

BE IT FURTHER RESOLVED that a member of the Town Council from the majority party and minority party shall be ex officio members with the right to speak at meetings but not vote. The Town Manager and/or his designee shall also be ex officio members with the right to speak at meetings but not vote.

Was made by Deputy Mayor King
Seconded by Councilor Lydecker

Mayor Pendleton called for discussion. Councilor Kozikowski offered some suggestions for the purposes of the committee, specifically number three of the resolution. He feels that the way that it is written it takes away the control of Council from providing input to the solution. He feels it could be better written to read that they make a recommendation to the Town Council that offers a plan for the relocation of the South Windsor Parks and Recreation Department. This allows the control to stay with the Council as to what the final approach will be.

Mayor Pendleton asked Councilor Kozikowski if they could have the suggestions listed one at a time as a friendly amendment.

Councilor Kozikowski agreed and made a motion to amend the resolution as a friendly amendment to re-write the number three purpose to read: To make a recommendation to the Town Council that offers a plan for the relocation of the South Windsor Parks and Recreation Department.

Deputy Mayor King asked if there would still be a referendum for this project. Councilor Kozikowski said that he is suggesting that the Charter and/or Ordinances clarify exactly the reasons why we would require a referendum. If the plan falls under that category then we would require a referendum. If something was proposed that didn't require a referendum, he doesn't want to create a situation where they would have to have one because of the resolution.

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 20

December 6, 2021

ITEM:

13. A (Continued)

Was made by Councilor Kozikowski
Seconded by Councilor Paterna
The motion was approved unanimously

Councilor Kozikowski asked if there would be a budget for this work. Mr. Maniscalco said that they will need some funding. His understanding is that the committee will come back to the Town Council looking for funding. There could also be an off budget appropriation through the contingency fund if needed.

Councilor Kozikowski made a motion to amend the resolution as a friendly amendment to re-write number four to replace the words, *the proposed facilities solution* to the words, the proposed plan. Number 4 will read: Educate and advocate for the plan and for resources to implement the plan

Deputy Mayor King seconded the motion and it passed unanimously

Councilor Kozikowski made a motion to make a friendly amendment under number six to change the word absolved to dissolved.

Deputy Mayor King seconded the motion and it passed unanimously.

Councilor Kozikowski asked for clarification on number five that discusses that the committee will lead the building and implementation of the plan if approved. Councilor Kozikowski feels that it seems to be in conflict with the roles and responsibilities of the Public Building Commission. This committee should not take any role of responsibility away from any existing committee, board or commission.

Mr. Maniscalco said that his understanding is that the committee would do the planning and the design of the solution whatever that may be. There is a lot of planning that goes in to these building projects. His thought is it would counterintuitive and a waste of resources to go back to the Public Building Committee to do something of that nature in this scenario.

Mr. Kozikowski feels that if there is a solution that requires a new building or a modification to an existing building, it would make sense to go to the group that already has that charge to oversee the planning and design. He doesn't see it necessary to create a group when we already have one in place.

Mayor Pendleton asked if there is way to word number five to where this group could then take the next step to work with the Public Building Commission or take their findings to the Public Building Commission.

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 21

December 6, 2021

ITEM:

13. A (Continued)

Councilor Kozikowski suggested changing the word *lead* to assist.

Councilor Lydecker made a motion to amend number five as friendly amendment to read: Effectively transition and collaborate with the Public Building Commission to implement the transition of the new Parks and Recreation Facility.

Councilor Kozikowski seconded the motion and it passed unanimously.

Councilor Paterna asked if there would be any kind of rebate from the Board of Education for the \$1,341,277.90 that the Town spent on the Wapping Facility. Mr. Maniscalco said he has not been made aware of that at this time.

Deputy Mayor King asked if there is a time frame for the committee to be established. Mr. Maniscalco said that the challenge that they are facing is that there is no way any group could move fast enough to meet the needs for the Parks and Recreation Department and the timeline that has been set out to vacate Wapping School. There will be some interruption of the Parks and Recreation Department to some degree. The purpose of this group is to come up with a permanent solution.

Deputy Mayor King asked for a timeline of when this committee of seven would get together. Mr. Maniscalco said that a committee would get together after the Town Council identifies the members and votes to approve them.

Councilor Gamble asked how we come up with the seven members. Mayor Pendleton said that a paragraph could be written that would say that the seven members will be selected and decided upon at the December 20th Town Council meeting. Mayor Paterna said that two of the members are from the Park and Recreation Commission and the Public Building Commission and asked if they could leave it to them to select the person to come to the meeting. Mayor Pendleton agreed. Councilor Paterna asked for clarification that they are looking for five members for this commission and not seven. Deputy Mayor King said that they will also need one member ex officio from the Town Council and the Town Manager or his designee which would make seven total members. Mayor Pendleton agreed and said they would come back on December 20th with the names of those selected for the committee to be submitted for the agenda meeting.

Mayor Pendleton made a motion to add a paragraph to say: Be it further resolved, that the names of the seven members shall be received by December 20th to the Town Manager so that they can meet in January to begin conducting business. Mayor Pendleton asked if Ms. Perry would write up a paragraph that states that.

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 22

December 6, 2021

ITEM:

13. A (Continued)

Councilor Kozikowski seconded the motion

Councilor Lydecker asked what the time commitment that Mr. Maniscalco is envisioning for this. Mr. Maniscalco said that his hope is that the committee will be dedicated to getting the project done. There may be times when there may be no meetings in a month and other times that there could be two meetings a month.

The motion passed unanimously.

Deputy Mayor King made a motion to accept the resolution as amended. Councilor Lydecker seconded the motion and it passed unanimously.

Mayor Pendleton made a motion to suspend the rules of the Town Council meeting to go back to Item. 6 Communications and Reports from the Town Manager. There is a presentation from Mr. Vincent Stetson, Director of Public Works which was skipped over during the Town Manager's Report.

Councilor Kozikowski seconded the motion to suspend the rules of the Town Council meeting to go back to Item. 6 Communications and Reports from the Town Manager to hear the presentation from Mr. Stetson. The motion passed unanimously.

6 Communications and Reports from the Town Manager

Mr. Stetson gave an overview of what they do at the Town Garage and what the public can do to help make their jobs easier. Mr. Stetson spoke about winter storms and how they are handled. They have a subscription service to monitor storms and some apps that they use. When the weather is upon them, they are monitoring traffic cameras. They have access to the State's Road Weather Information System. They have stations in East Hartford, Windsor and Tolland which is where they retrieve their information. They provide real time pavement temperature, subsurface temperatures and trends. At times will pretreat the roads with brine. The Town owns two trucks that can be outfitted for this reason. It is the preferable method for snow. It creates a bond breaker between the ice and snow. It also helps to buy time in relation to how quickly they need to get on the roads for the next treatment. If a forecast calls for snow and freezing rain and they plow the snow to black top while freezing rain is coming down, it creates very icy road conditions. Mr. Stetson is very proud that they have lead the way for salt application in the state. All the salt is measured before going in to the trucks and the trucks are calibrated for pounds per mile. Additionally all of the trucks are outfitted with GPS units which helps to locate the team but also provide real-time feedback about the truck performance so if there is an emergency situation, we are able to send the closet truck to address the issue. Our AFSME Union Members work days on end to get our

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 23

December 6, 2021

ITEM:

6. (Continued)

community back to normalcy as fast as possible because even with all of the technology, it couldn't be accomplished without our dedicated staff.

In general, the team makes most of its decisions by committee to ensure that all aspects of the forecast are being considered. Each week there is a different on-call supervisor so at the end of the day, it is their decision on what we will do. If there are numerous power outages or a blizzard, there is a process to operate the Emergency Operations Center.

Things that the public can do to help would be for drivers to stay off the roads to allow the crew to do their job safely and efficiently. Yield to plow trucks, have proper tires on your vehicle and slowing down. If residents are in need of a sand and salt mixture, there is a hoop house at 157 Burgess Road adjacent to the salt shed and residents can pick up sand and salt by the shovel. If there are emergencies, residents can reach out to the Town Garage for assistance. If it is a true emergency, call 911 and police will dispatch us accordingly.

Mr. Scott Cunningham, Fire Inspector and Emergency Management Coordinator for the Town of South Windsor gave a brief presentation on winter preparation and safety. Mr. Cunningham spoke about winter weather risks and what to do before, during and after a storm. Power outages can last for days which can put elderly, sick individuals and pets at greater risk. It's important to listen to local officials, have emergency supplies in place at home, work and in the car. Stay off the roads during and after a storm to allow crews to clear the roads. It is also important to have a carbon monoxide detector in place especially if using alternative heating devices.

Mr. Cunningham defined terms that the winter weather forecasters use frequently.

- Winter Storm Watch: Alerts the public to the possibility of a blizzard, heavy snow, heavy freezing rain, or heavy sleet, usually issued 12-48 hours in advance of a storm.
- Winter Storm Warning: Issued when hazardous winter weather in the form of heavy snow, heavy freezing rain, or heavy sleet is imminent or occurring, usually issued 12-24 hours before the event is expected to begin.
- Winter Weather Advisory: Issued for accumulations of snow, freezing rain, freezing drizzle and sleet which will cause significant inconveniences and if caution is not exercised, could lead to life threatening situations.
- Biizzard: sustained winds or frequent gusts of 35 mph or more of blowing snow frequently reducing visibility to less than a quarter mile for three hours or more.

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 24

December 6, 2021

ITEM:

6. (Continued)

Mr. Cunningham reiterated what should be done during a storm and added that travel should be minimized. If travel is necessary, keep a disaster supply kit in your vehicle. Listen to weather radio or other local stations for up to date information. Winterize your vehicle and keep the gas tank full. Maintain heating equipment and chimneys by having them cleaned and serviced each year. Running water even at a trickle, helps prevent lines from freezing. All fuel burning equipment should be vented to the outside and kept clear. Supplies that are need for winter safety should be: one gallon of water, per person, per day; a three day supply of non-perishable food; flashlights, extra batteries, first aid kit, a multi-purpose tool and a charged cellphone, along with family and emergency contact information.

Mr. Cunningham spoke about the importance of not using a gas stove to heat your home, ensuring that carbon monoxide detectors are working and never use a generator, grill, camp stove or other gasoline, propane, natural gas or charcoal burning device inside a home, garage, basement crawlspace or partially enclosed area.

Mr. Cunningham listed three important websites that he urged everyone to visit:

- www.ready.gov
- www.weather.gov
- www.redcross.org

These websites provide a wealth of information that will keep you and your family safe during a storm event.

Chief Kevin Cooney said that they work very closely with Public Works and Emergency Management. During major storms, they house them in their fire houses so they have a way to get in and out of the storm. They have a great relationship and work well together by clearing the paths for each other. Along with clearing the path, we talk about preparation for storms such as fire hydrants. Currently, the Town doesn't have an ordinance for clearing fire hydrants. We strongly recommend that home owners clear snow three to four feet around the hydrants. It can slow down the efforts of the fire department if they have to clear a hydrant before putting out a fire which can in turn become disastrous.

Councilor Gamble asked where the best location is to put a carbon monoxide detector. Chief Cooney said that carbon monoxide is pretty equal to air so it doesn't really matter where you put it. If you only have one detector, it should be on your sleeping level so you can hear it. It is recommended that there is one detector on every level.

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 25

December 6, 2021

ITEM:

6. (Continued)

Mayor Pendleton called upon Chief Cooney to impress upon the residents that they shouldn't be afraid to call or feel as though they are bothering them. Chief Cooney reiterated that point.

Mayor Pendleton thanked the emergency staff for coming to the meeting and presenting.

ITEM:

13. New Business (Continued)

**B. Discussion Item: South Windsor Illicit Discharge Ordinance
(requested by Town Manager Michael Maniscalco-Vincent Stetson,
Director of Public Works to be present to answer questions.)**

Mr. Maniscalco said that Mr. Stetson brought this to him through some of the past storms. We identified that this could be beneficial for the community and for the Town moving forward. The ordinance that was provided is a draft. There are some things that could be changed or modified. It will need to go through a legal review as well as a Public Hearing.

Mr. Stetson said they are mandated to do this for the MS4 Permit. They need to have an illicit discharge detection program. There have been incidents in the past where they have found some illicit discharges and they have handled them on their own accord. In order to be compliant with the MS4 permit we need to have this ordinance. The ordinance in front of the Council was drafted by the United States Environmental Protection Agency, Division of Oceans, Wetlands and Waterways. This was a service that they provided to municipalities to help simplify the process. Right now the Town does not have a way to hold anyone accountable.

Deputy Mayor King asked Mr. Stetson if he could define what an illicit discharge is. Mr. Stetson said that for example, it is a garage sink that is connected to the storm drain so they would be flushing paint thinner or chemicals down the drain. This could be a machine shop that has floor drains that are tied into the storm system, they oils would go into the storm drain. The same for a restaurant with grease set ups.

Councilor Lydecker is concerned that the way the ordinance is written it would allow a new agency to walk into anybody's home unannounced. It is understood that according to State Statue that building inspectors are allowed to go into residences; however, she doesn't feel that this is appropriate to create an agency that has the authority to walk

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 26

December 6, 2021

ITEM:

13.B New Business (Continued)

into citizens homes. She would like to see something more in the ordinance that establishes set criteria as to how this is alerted to the agency and how notice is given to the home owner, how would they have the ability to act ahead of time before someone comes knocking on the door. She also wondered what the liability is on the home owners end versus the Town. She wondered if the Council should be making the changes and coming up with the criteria.

Mr. Maniscalco said that the Town staff can try to give a draft of putting together a set of criteria on how that would work and come back to the Council. Answering question about the risk to the Town, Mr. Maniscalco said that the risk is almost already there. He plans to speak to the Town Attorney about it further as they move forward. There may be some type of statutory protection that would be put out there. He will need to do some more research on that.

Mr. Stetson said that the intent of the ordinance is not to go into people's homes and check their drains. There would be substantial reasoning to do that. The program is to go around and spot sample the twenty-six outfalls that are in Town. Once one is sampled, if it came up positive for chemical A, we would work your way up to the next catch basin to test it. By process of elimination, it would lead us to the sources. At that point, we would knock on the door and let the resident know that chemical A was found and ask if they have a connected drain.

Mayor Pendleton asked if there was a timeframe on the ordinance. Mr. Maniscalco said that he doesn't believe that there is a timeframe on it. They will draft an ordinance and come back to the Town Council with it for review and approval.

Councilor Kozikowski asked how this would complement or contradict the authority of the Inland Wetlands Agency. Mr. Stetson said they decided that the wetlands committee should not be part of the enforcement agency so they can stay apolitical.

Councilor Kozikowski also said he feels that there should be a public education component to go with the ordinance. He doesn't feel that the general public understands what illicit discharge means as it relates to rainwater. Mr. Stetson said they have a public outreach education as part of the MS4 Permit.

Mayor Pendleton asked if Mr. Maniscalco would come back to the Council with revisions and address the questions of Councilor Lydecker. Mr. Maniscalco agreed and will set up criteria on how a violation would be identified and how further review of that would work.

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 27

December 6, 2021

ITEM:

13. New Business (Continued)

C. Resolution Waiving the Competitive Bid Process with Axon Enterprise, Inc.
(Councilor Gamble)

WHEREAS, the Town of South Windsor Police Department's current body worn camera program has existed for approximately six years and functioned remarkably well with very few issues or obstacles. The maintenance of this program is being executed under an existing contract with Axon Enterprise, Inc.; and

WHEREAS, by July 1, 2022, the police department's body camera program must be expanded to be compliant with the State of Connecticut Police Accountability Act; and

WHEREAS, the existing contract addresses the need for Cameras, Data Storage, Charging Docks, Licensing, and Evidence Management Software. In order to be compliant with the Accountability Act, the numbers of these items must also be increased; and

WHEREAS, a co-written contract with Axon Enterprise, Inc. executed in parallel with the existing contract would allow for the seamless expansion of this program without the need for, or risk of, introducing new incompatible hardware, software, or infrastructure; and

WHEREAS, a recently obtained quote from Axon Enterprise, Inc. would satisfy the requirements and timeline of the Police Accountability Act and fall within the existing budget for this project, it is believed that it would be in the Town's best interest to waive competitive bidding for this project and co-write a contract with Axon Enterprise, Inc.

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby waives the competitive bidding process for this project.

Was made by Councilor Gamble
Seconded by Councilor Kozikowski
The motion was approved unanimously

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Minutes

Page 28

December 6, 2021

ITEM:

13. New Business (Continued)

D. Resolution Designating the South Windsor Board of Education as the Building Committee for the Roof Replacement at Timothy Edwards Middle School

WHEREAS, the South Windsor Town Council authorized the South Windsor Board of Education to apply to the Commissioner of Administrative Services and to accept or reject a grant for the Roof Replacement at the Timothy Edwards Middle School

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Board of Education is hereby established as the building committee with regard to the Roof Replacement at the Timothy Edwards Middle School; and

BE IT FURTHER RESOLVED that the South Windsor Town Council hereby authorizes at least the preparation of schematic drawings and outline specifications for the Roof Replacement at the Timothy Edwards Middle School.

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

Mayor Pendleton asked Mr. Maniscalco why the Public Building Commission is not part of this project. Mr. Maniscalco said it is his understanding of the Public Building Commission to handle new constructions or complete renovations. Since this is a repair to a roof, it is not of the appropriate scope.

**E. Discussion Item: Transfer of \$140,000 in FEMA Storm Isaias Reimbursement Monies to Three Emergency Management Projects
*(requested by Town Manager Michael Maniscalco)***

WHEREAS, on August 4, 2020, Tropical Storm Isaias caused major damage and power outages that lasted for days in the Town of South Windsor; and

WHEREAS, all Town Departments responded to requests for service to clear roads and tree debris for days; and

(Resolution Continued on Next Page)

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 29

December 6, 2021

ITEM:

13. New Business (Continued)

WHEREAS, on January 13, 2021, President Trump signed a Federal Emergency Declaration so Towns can begin to apply to FEMA for reimbursement of costs associated with Storm Isaias; and

WHEREAS, the Town of South Windsor applied for and received \$249,294.74 from FEMA for Storm Isaias costs; and

WHEREAS, the Town of South Windsor Emergency Management Department would like to reinvest these monies in three projects to include \$10,000 for Crisistrack field technology, \$80,000 to install emergency back-up generators at Flax Hill and Wapping Mews community houses, and \$50,000 in replacing and repairing emergency communication equipment located on the tower at the Police Department.

NOW THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby authorizes the transfer of FEMA Storm Isaias funds to three projects as follows: \$10,000 for Crisistrack field technology, \$80,000 to install emergency back-up generators at Flax Hill and Wapping Mews community houses, and \$50,000 in replacing and repairing emergency communication equipment located on the tower at the Police Department. The Town Council also authorizes the Town Manager to sign and execute all necessary agreements, documents, and contracts to complete the above mentioned projects.

Mr. Maniscalco reviewed the draft resolution that was put together by Walter Summers, Fire Marshal in addition to the next resolution creating a Public Hearing. The Town applied for reimbursement due to Storm Isaias and received \$249,294.74. FEMA's rates are a little higher than what we end up expending so it has left a surplus of funds. We are proposing to use some of the funds for emergency management projects to help the community moving forward with future storms. The following project and funds are requested:

- Crisistrack (field technology) - Requesting \$10,000.00 to be used to manage emergency management events in order to be able to apply for reimbursements moving forward.
- Flax Hill Emergency Backup Generators – Requesting \$80,000.00 to be used to install emergency backup generators at Flax Hill and Wapping Mews Community Houses.

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 30

December 6, 2021

ITEM:

13. New Business (Continued)

- Replacement and Repairs to Emergency Communications Equipment – Requesting \$50,000 to be used to repair communications at the tower located at the Police Department.

Mayor Pendleton asked Mr. Maniscalco why we would need to put a generator in the community houses. Flax Hill and Wapping Mews that has individual apartments that are not protected by a generator. Mr. Maniscalco said that the idea is to give residents a place to get warm, have a meal. It would buy time in the event that if it were to be a longer duration, they would have more time to move them out of there.

Mr. Summers added that if it were to be a three or four day storm, there would be a safe place for them to go, charge phones, and have a hot meal. It would keep them in their community longer before having to move them to a shelter which would require the Town arrange transportation. This takes away one concern from the Town during a storm and it gives them a safe place without being displaced from their home and creating more transportation and sheltering needs for the Town.

Mayor Pendleton asked if there is an ability for them to sleep within the community house. Mr. Summers said they are small so you might be able to take a nap but it is electric heat so if they were to furnish the whole house, it would require a very large generator. The generator that they are looking at is a 60kw and a 40kw generator for the sites.

Councilor Gamble asked how long it would take to put the generators in if they are approved. Mr. Summers said that the preliminary work is done and most of the electrical work is done. It is just waiting for the equipment to be delivered. He has quotes from two vendors so far and is waiting for a third vendor to come out to give a quote. He will talk to the Town Manager on if we should work with the three quotes but it will need to be decided if it should go out to bid or take one of the three vendors chosen.

Councilor Kozikowski said it is important to know why the Town should be investing \$80,000.00 for generators on private property. Mr. Maniscalco said that we have a public responsibility. During an emergency, many of our assisted living facilities in Town are the responsibility of the Department of Public Health but because these are the Town's Housing Authority, the residents that live there are the Town's responsibility.

Councilor Kozikowski asked if the generators weren't installed what would be the responsibility of the Town. Mr. Maniscalco said it would be the Town's responsibility to identify if someone has a need for oxygen or if it is cold in their home, it would be the Town's responsibility to move and shelter them in another location.

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Minutes

Page 31

December 6, 2021

ITEM:

13. New Business (Continued)

F. Resolution Setting a Time and Place for a Public Hearing to Receive Citizen Input on the Transfer of \$140,000 in FEMA Storm Isaias Reimbursement Monies to Three Emergency Management Projects

BE IT RESOLVED that the South Windsor Town Council hereby sets **Monday, December 20, 2021, at 8:00 p.m.**, in the Council Chambers of the South Windsor Town Hall, 1540 Sullivan Avenue, South Windsor, Connecticut, as the time and place for a Public Hearing to receive citizen input on the transfer of \$140,000 in FEMA Storm Isaias Reimbursement monies to three Emergency Management Projects.

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

G. Resolution Approving the Town Council Meeting Schedule for 2022

BE IT RESOLVED that the South Windsor Town Council hereby approves the Town Council Meeting Schedule for 2022.

Councilor Lydecker brought up a concern of Councilor Evans about having one meeting in July and one meeting in August instead of not having any meeting in August. After discussion, it was decided that they will keep the meeting schedule as it is written.

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

**H. Resolution Adopting a Budget Policy Statement for the Fiscal Year
2022/2023 Budget
(Councilor Paterna)**

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

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Minutes

Page 32

December 6, 2021

(Resolution Continued on Next Page)

ITEM:

13. New Business (Continued)

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 2022/2023 Budget.

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

Mayor Paterna explained that they asked for input from Town Council on editing and there were some changes. This statement reflects any changes that were submitted by Council.

I. Discussion Item: Amendments to Ordinance #141 - Agricultural Land Preservation Advisory Commission

Councilor Paterna gave an update and said that the change they are asking for reflects the wider scope of what the commission should be doing. There are other projects involving agriculture that the commission would like to get involved in that involve agriculture in general. Mr. Paterna explained the changes and said they feel that the name should reflect what the listing of their duties are as a commission. If you look at the description of the commission, it lists several things that have to do with agriculture that may not be specific to land preservation. Mr. Paterna said that they are requesting the name of the commission be changed to South Windsor Agricultural Commission.

J. Resolution Setting a Time and Place for a Public Hearing to Receive Citizen Input on Amendments to Ordinance #141 - Agricultural Land Preservation Advisory Commission

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 33

December 6, 2021

(Resolution Continued on Next Page)

ITEM:

13. New Business (Continued)

BE IT RESOLVED that the South Windsor Town Council hereby sets **Monday, December 20, 2021, at 8:15 p.m.**, in the Council Chambers of the South Windsor Town Hall, 1540 Sullivan Avenue, South Windsor, Connecticut, as the time and place for a Public Hearing to receive citizen input on Amendments to Ordinance #141 - Agricultural Land Preservation Advisory Commission

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

Mayor Pendleton said she would like to have a resolution written up after the Public Hearing for the name change to be approved by Town Council and asked if someone would communicate with Mr. Kennedy to see what he is specifically looking for so they can get the wording accurate from their committee.

**K. Discussion Item: The Creation of a Temporary Committee to Establish Rules and Procedures to Handle Ethic Complaints
(requested by Councilor Lydecker)**

Councilor Lydecker explained that this isn't about the creation of a temporary committee to establish the rules but are looking to add policies and procedures in place for when an ethics complaint is submitted. The Ethics Committee has a meeting scheduled for Wednesday, December 8, 2021 and she will make an oral motion at this meeting to create a procedure for how to handle complaints.

**L. Discussion Item: Process for the Hiring of the Clerk of the Council
(requested by Mayor Pendleton)**

This was discussed earlier in the meeting under Reports from Committees.

O. Resolution Accepting the Resignation of Jamie Gamble (R) from the Blighted Property Board of Appeals

BE IT RESOLVED that the South Windsor Town Council hereby accepts with regret the resignation of Jamie Gamble (R) from the Blighted Property Board of Appeals effective immediately; and

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Minutes

Page 34

December 6, 2021

(Resolution Continued on Next Page)

ITEM:

13. New Business (Continued)

BE IT FURTHER RESOLVED that the South Windsor Town Council extends its thanks to Jamie Gamble for the time he has dedicated to serving his community by his membership on the Blight Property Board of Appeals

Was made by Councilor Kozikowski
Seconded by Deputy Mayor King
The motion was approved unanimously

P. Resolution Accepting the Resignation of Megan Powell (R) an Alternate from the Historic District Commission

BE IT RESOLVED that the South Windsor Town Council hereby accepts with regret the resignation of Megan Powell (R) an Alternate from the Historic District Commission effective November 23, 2021; and

BE IT FURTHER RESOLVED that the South Windsor Town Council extends its thanks to Megan Powell for the time she has dedicated to serving her community by her membership as an Alternate on the Historic District Commission.

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

14. Passage of Ordinance

None

15. Public Input for Any Matter

Mr. Daniel Edwards of 131 Hilton Drive spoke about his continued concern for transparency. Mr. Edwards brought up changes to the Town Council Rules and Procedures. He would like examples of reasons why items are moved on the agenda. An explanation would be appreciated so that people understand the reason behind the changes. During Executive Session he asked why the Town doesn't list the address for potential properties that the Town is interested in. He feels that the residents have a right to know.

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 35

December 6, 2021

ITEM:

16. Communications from Council

None

17. Executive Session

At 9:26 p.m., Deputy Mayor King made a motion to go into Executive Session To Discuss Possible Purchase of Development Rights for the Town (Raymond and Birden Property), pursuant to Connecticut General Statutes §1-200(6)(D). and Negotiations for Collective Bargaining Unions (South Windsor Police Union Nutmeg Independent Public Safety Employees Union (NIPSEU)) & (South Windsor Non-Supervisor Professional Employees Union, An Affiliate of the Nutmeg Independent Public Safety Employees Union (NIPSEU)), pursuant to Connecticut General Statutes §1-200(b)(9) and §1-200(6)(E).

Councilor Kozikowski made a motion to amend the order of Executive Session to recuse himself from the development rights discussion due to his relationship with the Raymond Family.

Councilor Gamble seconded the motion, and it was approved unanimously.

The following individuals were invited into Executive Session, Mayor Pendleton, Deputy Mayor King, Councilor Evans, Councilor Gamble, Councilor Koboski, Councilor Kozikowski, Councilor Lopez, Councilor Lydecker, Councilor Paterna, Assistant Town Manager Perry, Assistant Town Manager Roberts, and Town Manager Maniscalco.

18. Adjournment

At 10:20 p.m., Deputy Mayor King made a motion to adjourn the Regular Meeting. Councilor Lydecker seconded the motion, and it was approved unanimously.

Respectfully submitted,

Katherine Senerth
Executive Assistant