

**TOWN COUNCIL  
TOWN OF SOUTH WINDSOR**

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

**1. Call Meeting to Order**

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

**2. Pledge of Allegiance**

**3. Roll Call**

Members Present: Mayor Liz Pendleton  
Deputy Mayor Steven King, Jr.  
Councilor Evans  
Councilor Gamble  
Councilor Philip Koboski  
Councilor Kozikowski  
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.

**4. Mayor's Remarks**

Mayor Pendleton read the instructions that were placed on top of the Town Council Agenda for making public comments during a virtual public meeting. Viewers who join the meeting will be in listen mode only until the Public Input portion of the meeting at which time they may select the number three on their phone, follow the prompts and will then be placed on a speakers list. The other option for making Public Comment during a virtual meeting is to email [TownCouncilComments@southwindsor-ct.gov](mailto:TownCouncilComments@southwindsor-ct.gov). Be sure to indicate that you would like your email read into the record on your email to the Council. All emails must be sent in by the end of business on Friday before the scheduled Town Council meeting. All Boards and Commissions that will hold virtual meetings will have an email to send their comments and will be published on their agendas.

Mayor Pendleton gave an update on the Martin Luther King Day Celebration that was held on January 17<sup>th</sup>. The Human Relations Commission sponsored it. It will be posted to the Town Website for anyone that wishes to view it.

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**5. Adoption of Agenda**

Councilor Evans made a motion to adopt the agenda as presented. Deputy Mayor King made a motion to amend the agenda as follows: Move Item 17.A. (Executive Session to after Item 7 (Public Input for Items on the Agenda)).

Councilor Kozikowski seconded the motion and it passed unanimously.

**6. Communications and Reports from Town Manager**

Mr. Maniscalco gave an update on the Coronavirus numbers and said that as of today, there are 3,308 total cases, 2,947 are past the time of quarantine, 298 current cases and there are 63 individuals that have passed away. The Town has implemented a town-wide mask mandate effective January 9<sup>th</sup>, 2022. We have distributed well over 100,000 masks to residents, businesses, daycares and places of worship. They are looking to double that number and do a targeted distribution for local businesses. They have distributed over 2,000 at-home COVID test kits. On Sunday January 16<sup>th</sup> the Town will be hosting a pediatric vaccine clinic at Evergreen Walk 10am-1pm and on January 18<sup>th</sup> the Town will host a booster clinic with our partners in Windsor (sign up through VAMS system for the booster clinic).

Effective January 21, 2022, and at the recommendation of the Health Director, we will be moving all public meetings to a virtual format for the safety of the volunteers and the Public. The State Legislature passed a law during the last session allowing virtual meetings as an option for municipalities during 2022. Residents will be able to watch meetings on cable, Facebook, YouTube and the Town Website. Additionally, public comment will be accepted via written email and call in. Information on how to do both of those options will be included on the meeting agenda when released. Everyone should expect to continue in this manner until the Town is in the yellow category for 2 weeks (same as with the mask mandate).

e are averaging between 10-15 employees out sick with COVID-19. While this is putting a strain on the staff, services are still being delivered to the quality and in the timely manner that the residents of South Windsor have come to expect. Thankfully, we have not had a single reported case of a staff member contracting COVID-19 while at work. As a result, I am not moving forward with closing the Town Buildings for public access at this time. It is important to preface this with the idea that throughout the pandemic things have changed very rapidly and if something does occur to cause a change in situations, you will all be made aware.

The Town received five (5) applicant firms for the Town Attorney RFP that when out. consistent with the Town Council rules, a subcommittee including the Mayor and

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Councilor Gamble will be meeting with staff to review the applicants. We will bring a recommendation to the Council to make an appointment.

Town Staff will be holding our rating call with S&P on January 19, 2022. We have been holding these calls on an annual basis due to the need to sell bonds to fund bonded projects. As all of you remember, last year we were very close to a AAA credit rating and we really only have a couple of financial indicators that are holding us back. We will again be looking for a rating upgrade in order to save the Community additional money in interest costs. Tentatively, we will be selling bonds on January 27, 2022. I will share with you the results of the bond sale.

The Town staff have been working on getting their individual department budgets entered into Munis. The Finance Department has done a great job assisting departments in that process. We are now in a quick clean up stage where the Finance Department will review and clean up those budgets to rectify any administrative errors and I will begin my review of the budget starting the first week of February. Additionally, the Assessor's Office is working on finalizing the Grand List to determine the revenue projections for the upcoming year.

Councilor Koboski asked if there would be any additional test kits or masks distributed. Mr. Maniscalco said that a program was launched today by the U.S. Postal Service that allows individuals to sign up and receive four at-home test kits. We have heard from Emergency Management about some limited distribution for targeted subsets of the population but haven't heard anything on a larger scale like the past distribution.

Mayor Pendleton read an email from Daria Plummer regarding an email that she received from a resident regarding how seniors can obtain a COVID test kit. The resident thanked Ms. Cofrancesco and to state that the drive through was seamless with little to no waiting.

Deputy Mayor King announced that residents may request test kits by visiting [www.usps.com/covidtest](http://www.usps.com/covidtest) to order.

Mr. Maniscalco stated that when the Town was notified that the State would be distributing test kits that part of that conversation was this measure was a stop-gap measure until the Federal Government could put together the postal delivery of the test kits.

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**7. Public Input for Items on the Agenda**

Mayor Pendleton asked if there was anyone from the public that wanted to speak. There was none.

Deputy Mayor King made a motion to move to Executive Session at 7:15pm and invited the Town Manager, Assistant Town Managers Vanessa Perry and Scott Roberts along with the Town Attorney. Councilor Koboski seconded the motion and it passed unanimously

**17. Executive Session**

(Please invite Town Manager, Michael Maniscalco, Assistant Town Manager, Mrs. Perry and Assistant Town Manager, Mr. Roberts and any other appropriate personnel deemed necessary.)

**A.To Discuss Pending Litigation- (460 Miller Road) pursuant to Connecticut General Statutes §1-210(b)(4) and § 1-200 (6)(E)**

**7. Public Input for Items on the Agenda**

Resident, Mr. Dan Edwards notified the Council that the phone number provided for public input was not working so people were not able to call in to give input. It was discovered that this was due to the phone in Council Chambers not being connected after the recent phone upgrade.

Deputy Mayor King made a motion to suspend the rules and move to Public Input for Items on the Agenda. Councilor Paterna seconded the motion and it passed unanimously.

Mayor Pendleton stated that the first few minutes of the meeting was not aired on Cox Channel 16 so people didn't hear the information that Mayor Pendleton read at the beginning of the meeting. Mayor Pendleton read the instructions for calling into make Public Comment as follows.

Option 1 – The night of the meeting, follow the instructions printed on the top of the Town Council Agenda which will also be posted in the Town's website. Dial the phone number provided and enter the code. You will be joining the meeting in listening mode only. If you wish to speak, dial \*3 and follow the prompts to be placed on the speakers list.

Option 2 – Prior to the night of the meeting, you may send an email to [TownCouncilComments@SouthWindsor-CT.Gov](mailto:TownCouncilComments@SouthWindsor-CT.Gov) and indicate that you wish to have your comments read into the record. All emails must be received by the end of business the Friday before the Town Council meeting.

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Mayor Pendleton announced that there was one call on hold. They answered the call from Ms. Corrine Bordua. The resident stated that she was not able to make her comments during Public Input so she was on her way to make her comments in person. She then disconnected the call.

Mr. Dan Edwards of 131 Hilton Drive came forward in person and said that he appreciated that he is able to give his input. He said that one of his neighbor called and missed the first 10 minutes of the meeting. Mr. Edwards said that he has had similar issues in the past. He hopes that the Town makes an effort to make sure that the technology is working and any issues are immediately rectified. He also asked that the instructions for making Public Comment are clearly read out.

Ms. Corrine Bordua of Pleasant Valley Road came forward and said that she didn't anticipate having to come to Town Hall. She said that the Governor and Town Manager allows for accommodations for medical exemptions and feels that she has been denied the opportunity to come into the Council Chambers. Ms. Bordua was told she would be given reasonable accommodations that included a face covering/face shield. She stated she does not have to comply due to her having a medical exemption. Ms. Bordua also said that when she called in to give public input that her call was never taken so she drove to give her public comments in person.

Ms. Bordua spoke on Item #6 Communications and Reports from the Town Manager where he stated that the Town is now under a Town-wide mask mandate. Ms. Bordua spoke of her displeasure with the mask mandate and the procedure of implementation. She urged the Town Council to uphold proper procedures and demand better answers.

**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 January 3, 2022.

Councilor Paterna made a motion to approve the minutes of January 3, 2022. Councilor Evans seconded the motion. The motion passed unanimously with an amendment requested by Councilor Gamble to record the names of each Councilor voting with ayes and nays for all Roll Call votes.

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

Councilor Evans gave thanked the Human Relations Commission for the event that they hosted on Martin Luther King Day. They discussed the role of music in the social justice

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movement. The presentation will be on the website and will also be on the Human Relations Commission's Facebook page.

Councilor Evans also reported on the Parks and Recreation Commission met on January 12<sup>th</sup>. They will be hosting several positive community events. The Winter Farmers Market ended for the season on December 11, 2021. They will be kicking off their second year of the market in May 2022. She said that the continuing tree removal on the tree removal at Rye Street Park and the deck hockey and pickleball court. There was some concern about the wall that was there previously. The wall will be moved to another location within Rye Street Park.

Councilor Evans also reported that the sign for the John J. Mitchell fairgrounds is underway and should be in place in the near future. Additionally they are working on an outdoor ice skating rink at Rye Street Park. Once there is four inches of solid ice it will be available for use.

Councilor Kozikowski gave an update on the Planning and Zoning Commission and said that on January 11, 2022 the commission denied a zoning text amendment and special exception to accommodate a new multi-family development. It would have included 165 new residential units at Evergreen Walk. They also continued a Public Hearing on a proposed zone change from residential to commercial zones on a property on King Street.

Councilor Kozikowski also said he received a message from the Director of Planning, Michele Lipe on behalf of the Planning and Zoning Commission and said that in response to Public Act 21-29, the commission is looking to modify the zoning regulations to better accommodate the creation of accessory housing units, commonly known as in-law apartments but are essentially a second smaller dwelling unit on a property that already has a home on it. Public Act 21-29 requires municipalities to adopt provisions locally. Within the act it offers an opt-out provision. An opt-out requires Public Hearings and votes by the Town Council and the Planning and Zoning Commissions. The Planning and Zoning Commission is looking at doing an opt-out and proposing an amendment to the zoning regulation that is somewhere in between what we regulate now and what the State wants.

Deputy Mayor King reported on the Water Pollution Control Authority meeting that was held on January 4, 2022. He wanted to acknowledge that Ms. Fletterick has been on the WPCA for 35 years for the Town of South Windsor and thanked her for her service.

**10. Reports from Committees**

Mayor Pendleton reported that they have interviewed and hired for the Clerk of the Council position. Mayor Pendleton made a motion to suspend the rules to move item 13.A. New Business, Resolution Appointing Dominica Zdoneka as Clerk of the Council

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to before Item. 11 Consent Agenda. Councilor Paterna seconded the motion and it passed unanimously.

**Item**

**13 New Business**

**A.Resolution Appointing Dominica Zdoneka as Clerk of the Council**  
(Deputy Mayor King)

BE IT RESOLVED that the South Windsor Town Council hereby appoints Dominica Zdonek as Clerk of the Council for a term ending November 5, 2024 to fill the unexpired term of Deborah Reid

BE IT FURTHER RESOLVED that the South Windsor Town Council approves a salary of \$53,000 and benefits associated with the Non-Bargaining Unit Members Fringe Benefit Description for Fiscal Year 2019/2020 through 2021/2022.

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

**11. Consent Agenda**

[All items listed under this section are considered routine by the Town Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council member so requests, in which event the item will be removed from the Consent Agenda and be considered in its normal sequence on the Agenda.]

Motion to Approve Agenda Item 11.a.A as a First Reading on the Consent Agenda

**a.First Reading**

**A.Resolution Appointing Barbara Kelly (R) to the Open Space Task Force 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 Barbara Kelly (R) to the Open Space task Force for a term ending December 31, 2025, to fill the expired term of Elizabeth Warren and postpone consideration of this motion until the Town Council's next regularly scheduled meeting

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Was made by Councilor Kozikowski  
Seconded by Councilor Evans  
The motion passed unanimously

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

Councilor Kozikowski recused himself from Item. 11 Consent Agenda due to his  
relationship with one of the appointees

**b.Second Reading**

**A.Resolution Appointing Kristen Kozikowski (R) as an Alternate to the  
Parks and Recreation Commission**

BE IT RESOLVED that the South Windsor Town Council hereby appoints  
Kristen Kozikowski (R) as an Alternate to the Parks and Recreation  
Commission for a term ending December 31, 2025, to fill the expired term of  
Michael Leblanc

**B.Resolution Reappointing Toby Lewis (R) to the Parks and Recreation  
Commission**

BE IT RESOLVED that the South Windsor Town Council hereby reappoints  
Toby Lewis (R) to the Parks and Recreation Commission for a term ending  
December 31, 2025,

**C.Resolution Reappointing William Nowak (R) to the Parks and  
Recreation Commission**

BE IT RESOLVED that the South Windsor Town Council hereby reappoints  
William Nowak (R) to the Parks and Recreation Commission for a term  
ending December 31, 2025,

**D.Resolution Reappointing Michael Kelly (R) to the Parks and Recreation  
Commission**

BE IT RESOLVED that the South Windsor Town Council hereby reappoints  
Michael Kelly (R) to the Parks and Recreation Commission for a term  
ending December 31, 2025,



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**E. Resolution Reappointing Renee Powell (R) to the Parks and Recreation Commission**

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Renee Powell (R) to the Parks and Recreation Commission for a term ending December 31, 2025,

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

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

**A. Resolution Reappointing Peter Anthony (D) to the Patriotic Commission**

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Peter Anthony (D) to the Patriotic Commission for a term ending December 31, 2024

**B. Resolution Reappointing Elizabeth Burgess (D) to the Demolition Delay Committee**

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Elizabeth Burgess (D) to the Demolition Delay Committee for a term ending December 31, 2023

**C. Resolution Reappointing Daria Plummer (D) to the Patriotic Commission**

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Daria Plummer (D) to the Patriotic Commission for a term ending December 31, 2024

**D. Resolution Reappointing Roger Anderson (D) to the Patriotic Commission**

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Roger Anderson (D) to the Patriotic Commission for a term ending December 31, 2024

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

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**c. Miscellaneous**

None

**12. Unfinished Business**

**A. 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.*) Previously discussed at the January 3, 2022 Regular Town Council Meeting**

Mr. Maniscalco reviewed the redlines on the draft ordinance:

Page 2. Under the hearing officer additional language has been added to explain that the hearing officer shall be a resident of the Town of South Windsor with knowledge of storm water infrastructure and effective methods for management of discharge.

Page 4. Administrative correction changing First Selectman to Town Manager

Page 6. Designated Enforcement Agency – To not allow for more than one inspection within a calendar year unless there is a reasonable violation that has been identified.

Page 11 Added an Item # 3 added the ability to appeal to the Superior Court

Councilor Kozikowski referred to the changes on Page 2 of the ordinance and asked if someone can appeal a violation based on any part of the ordinance. Mr. Maniscalco said yes they can. Councilor Kozikowski feels that the representative should be a resident that will act as more of an impartial judge. This will give more flexibility on finding someone who can act impartially. He suggested that since the hearing officers only responsibility is to hear appeals, he feels that it should read something similar to: The hearing officer shall be a resident of South Windsor that will impartially hear appeals.

Mayor Pendleton asked Mr. Kozikowski if this would put a Town resident in a predicament if the person they are hearing appeals on any retribution to this person. There is no protection for this person like if they were a Town staff. Mr. Maniscalco said that once somebody is appointed as a hearing officer, they would be an agent of the Town. They would be protected very similarly to the Town Council for carrying out their duties on behalf of the Town.

Councilor Kozikowski referred to Page 8 of the draft ordinance and asked for input from the Wetlands Agency on this section. He suggested adding a clause to the end of

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Section 12 to say any activity conducted in or near a wetland or watercourse shall be in accordance with the Inland Wetlands Watercourse and Conservation regulations.

Councilor Paterna asked if it would be appropriate to say at the end of the paragraph of Section 12 that all hearing information should be reviewed by the Inland Wetlands Commission. Councilor Kozikowski said that there might not be an instance where the Wetlands Commission might not need to review something. Vincent Stetson, Director of Public Works said that they spoke to the Wetland Commission about this concern and they intent was to stay apolitical and not oversee this Illicit Discharge Ordinance. He suggested to put at the end that current wetlands rules and regulations would supersede this ordinance. This should cover these concerns.

**B. Discussion Item: Park and Recreation Temporary Committee and Membership Considerations (*Continued from January 3, 2022*)**

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

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.

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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. To make a recommendation to the Town Council that offers a plan for the relocation of the South Windsor Parks and Recreation Department.
4. Educate and advocate for the proposed Facilities solution and for resources to implement the plan.
5. Effectively transition and collaborate with the Public Building Commission to implement the transition of the new Parks and Recreation Facility.
6. The Committee shall be dissolved at the completion of a proposed project or the failure of a referendum to allocate resources for a proposed project; and

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.

BE IT FURTHER RESOLVED, that the names of the seven members shall be received by the February 7, 2022 Town Council meeting.

Councilor Evans said they planned to have names set for the February 7, 2022 Town Council meeting. We have several vacancies. Councilor Evans provided everyone with a packet breaking down each of the vacancies and what the ask is to fulfill each of the vacancies. There are seven voting members, One Public Building Commission member position which has been filled; a Park and Recreation Commission member which has also been filled; there are five other vacancies on the commission. We need to be cognizant to have the five vacancies filled before the February 7<sup>th</sup> Town Council meeting. More importantly, as of July 1, 2023 the Board of Education will be reclaiming Wapping building which puts us on a short timeline. One additional person to be considered is a South Windsor High School Student. This student is a voting resident

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and are of legal age and a registered voter. The resolution doesn't technically say student but if you go to the second part it does speak of a member with recreation involvement. This student would fall under that category. Councilor Evans asked the Town Council to consider this student to help make some of these decisions. Another thing to consider is that it should be a bare majority from one single political party. Previously it was discussed to amend this resolution. Councilor Evans recommended two changes. One change is that all should be voting members meaning all five remaining members shall be voting members of the community. The other change is to change the *and recreation* to *and/or recreation* so we are not limiting ourselves to looking for someone who has planning, building architecture, design and recreation. This expands the experience that we are looking for.

Councilor Gamble asked what the process is to get the names to the Mayor or Councilor Evans. Mayor Pendleton said that at each meeting until the four subcommittees of the Council are filled we will receive this on our desks. This will give the opportunity to recruit people. Mayor Pendleton said she has one more person for the committee which will leave three vacancies. Bring the names forward to Councilor Evans who will forward it to the Town Manager. She will keep track of the members.

Councilor Evans asked if there was a way to get the word out through the website or social media to reach the community. Mr. Maniscalco said he will work on getting that done.

The next Town Council meeting is February 7, 2022 and it is our intent to appoint these individuals to the committee.

**13. New Business**

**B. Resolution Approving a Hazard Mitigation Grant in the amount of \$77,500 from Capital Improvements Projects Undesignated Nonrecurring Fund Balance to engage with Weston and Sampson to prepare a preliminary design plan and cost estimate and submit to FEMA/DEMHS the Hazard Mitigation Grant Program Application**  
(Councilor Lopez)

WHEREAS, the Town of South Windsor suffered negative impacts to its infrastructure during Hurricane Henri on August 22, 2021 with incidents on Chandler Drive, Sele Drive and Veterans Memorial Pool; and

WHEREAS, the State of Connecticut Division of Emergency Management and Homeland Security (DEMHS) is facilitating a Hazard Mitigation Grant Program (HMGP) to assist Towns with mitigating risks to infrastructure in severe storm events like Hurricane Henri; and

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WHEREAS, the Town of South Windsor has identified the impacts of Storm Henri to Town Infrastructure on Chandler Drive, Sele Drive and Veterans Memorial Pool as viable candidates for the Hazard Mitigation Grant Program (HMGP); and

WHEREAS, the Town of South Windsor had conducted a Request for Proposals from our on-call engineering services to assist the Town in completing and submitting the Hazard Mitigation Grant Program Application; and

WHEREAS, the engineering consulting firm, Weston and Sampson has been identified as the firm of choice in assisting the Town of South Windsor in submitting the Hazard Mitigation Grant Program Application for the sum of \$77,500

NOW THEREFORE BE IT RESOLVED that the Town Council authorizes the utilization of \$77,500 from Capital Improvements Projects Undesignated Nonrecurring Fund Balance to engage with Weston and Sampson to prepare a preliminary design plan and cost estimate and submit to FEMA/DEMHS the Hazard Mitigation Grant Program application

BE IT FURTHER RESOLVED that the Town Council authorizes Town Manager, Michael Maniscalco to sign any agreements necessary to develop this design plan and have it approved by the Connecticut Division of Emergency Management and Homeland Security.

Was made by Councilor Paterna  
Seconded by Deputy Mayor King  
The motion passed unanimously

Councilor Paterna asked for clarification that the deadline has been changed. Mr. Stetson came forward and said that it has been extended to April 12, 2022 which will allow for plenty of time to do paperwork and get the drawings and estimates together and get it submitted by April 12, 2022.

**C. Resolution Setting a Time and Place for a Public Hearing to Receive Citizen Input on the Transfer of Funds from the following closed Capital Improvement Projects Accounts to the Police Department Women's Locker Room Project**  
(Councilor Koboski)

BE IT RESOLVED that the South Windsor Town Council hereby sets **Monday, February 7, 2022, 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

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input on the Transfer of Funds from the following closed Capital Improvement Projects Accounts to the Police Department Women's Locker Room Project.

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

Councilor Paterna stated that he attended the Capital Projects Committee meeting on Wednesday January 12, 2022 where the voted and approved the transfer of three closed capital projects accounts totaling \$243,420:

- 1.Public Works Roof Replacement - \$102,994
- 2.PD/CC Oil Conversion - \$21,556
- 3.PD Perimeter Fence Project - \$118,870

Mr. Maniscalco gave an overview and said that this project was approved through referendum that was going to expend the women's locker room at the Police Department as there was only one locker left. Due to COVID and the cost of construction those costs have inflated so much that we are expecting the project to come in over budget. We identified a number of projects that were coming in under budget and asked to transfer the excess funds to this locker room project.

**D. Resolution for the Refunding of 2016 Bonds. Authorization, Issuance and Sale of not exceeding \$3,500,000 Town of South Windsor General Obligation Refunding Bonds**  
(Councilor Evans)

**Section 1.**Not exceeding \$3,500,000 General Obligation Refunding Bonds (the "Refunding Bonds") of the Town of South Windsor, Connecticut (the "Town"), or so much thereof as the Town Manager and Town Treasurer shall determine to be necessary, are hereby authorized to be issued to refund all or any portion of any one or more series of the Town's outstanding general obligation bonds (the "Refunded Bonds"), to achieve net present value savings and/or to restructure debt service payments of the Town. The Refunding Bonds shall be issued and sold in either a negotiated underwriting or a competitive offering as determined by the Town Manager and Town Treasurer to be most opportune for the Town. If the Refunding Bonds are sold in a negotiated underwriting, the Town Manager and Town Treasurer shall appoint the managing underwriter.

The Refunding Bonds shall mature on such date or dates and in such amounts as shall be determined by the Town Manager and Town Treasurer, in accordance with the provisions of the Connecticut General Statutes, as

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amended, and shall bear interest payable at such rate or rates as shall be determined by the Town Manager and Town Treasurer.

The Refunding Bonds shall be executed in the name and on behalf of the Town by

the manual or facsimile signatures of the Town Manager and Town Treasurer, bear the Town seal or a facsimile thereof and be approved as to their legality by Robinson & Cole LLP, Bond Counsel. The Refunding Bonds shall be general obligations of the Town and each of the Refunding Bonds shall recite that every requirement of law relating to its issue has been duly complied with, that such bond is within every debt and other limit prescribed by law, and that the full faith and credit of the Town are pledged to the payment of the principal thereof and the interest thereon. The aggregate denominations, form, details, and other particulars thereof, including the terms of any rights of redemption and redemption prices, the designation of the certifying, paying, registrar and transfer agent, shall be subject to the approval of the Town Manager and Town Treasurer.

The net proceeds of the sale of the Refunding Bonds, after payment of underwriter's discount and other costs of issuance, shall be deposited in an irrevocable escrow account in an amount sufficient to pay the principal of, interest and redemption premium, if any, due on the Refunded Bonds to maturity or earlier redemption pursuant to the plan of refunding. The Town Manager and Town Treasurer are authorized to appoint an escrow agent and other professionals and to execute and deliver any and all escrow, investment and related agreements necessary to provide for such payments on the Refunded Bonds and to provide for the transactions contemplated hereby.

The Town Manager and Town Treasurer are authorized to prepare and distribute preliminary and final Official Statements of the Town for use in connection with the offering and sale of the Refunding Bonds, and to execute and deliver on behalf of the Town a Bond Purchase Agreement, a Continuing Disclosure Agreement, a Tax Regulatory Agreement, and such other documents necessary or desirable for the issuance of the Refunding Bonds and the payment of the Refunded Bonds. The Town may issue taxable bonds or notes as the issuance of such taxable bonds or notes is hereby determined to be in the public interest.

**Section 2.** This resolution shall be effective until January 1, 2023.

Was made by Councilor Evans  
Seconded by Councilor Paterna  
The motion passed unanimously



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Mr. Maniscalco gave an overview and said they are expecting to save approximately \$150,000 by refining these bonds at this time.

Councilor Kozikowski asked how and when you recognize the savings. Mr. Maniscalco said that the savings are realized is through our bond payments and budgetary process. We are lowering the amount of money that we have to put into our debt payments every year. One of the parts of the budget is the debt payment that the Town has to pay. That number will be lower as a result and this will trickle to other parts of the budget.

Councilor Gamble asked if there was any thought of lowering the number of years for the term as opposed to saving the money and coming out ahead that way. Mr. Maniscalco said that municipalities typically bond for thirty years which is the standard for what is bonded. We could do less but it has not been recommended to the Town by its financial advisor. The Town's interest rates are so low that it is a small percentage and interest rate so going to the fifteen year financing doesn't always make the most sense for this scenario.

Mayor Pendleton asked if it is a fixed interest rate and do they offer a twenty or twenty-five year. Mr. Maniscalco said that it is fixed. The offer a twenty year and fifteen year financing option. These are not very common.

**14. Passage of Ordinance**

None

**15. Public Input for Any Matter**

Mr. Toby Lewis of 32 Linda Lane came forward to talk about South Windsor Greater Together. This is committee that was brought together by the Greater Hartford Foundation of Public Giving. Last year they gave away over \$25,000 to local non-profits. They are in desperate need of committee members. The mission of the committee is to represent the diverse community that we live in. They are getting ready to present their next offering for proposals in February. They have up to \$50,000 to give away. They will give away between \$250-\$10,000 per application. He asked the Town Council to help to raise support and spread the word. If you are interested, please email at [swac.greatertogether@gmail.com](mailto:swac.greatertogether@gmail.com)

Mayor Pendleton asked if this could add this information to the Town website. Mr. Maniscalco said he will look into it.

**16. Communications from Council**

Councilor Paterna said he was involved in the formation of the committee that Mr. Lewis spoke about through the Hartford Foundation for Public Giving so he wanted to let the

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Town Council know that all of the members of this committee are South Windsor residents.

Mr. Maniscalco clarified that the challenges to the Public Input earlier in the meeting was due to Cox Cable and was not due to the Town. Some of the cable equipment in the Town Hall is outdated. Additionally, the phone was not working in the Council Chambers because we switched to a new phone system. This will be rectified and working for the next meeting or for the next time that we need it.

Mr. Maniscalco also pointed out that a Public Input speaker stated earlier in the meeting that Mr. Maniscalco said he was confused about whether he could issue a mask mandate or not. There is no confusion about that and knows what he can and cannot do with that order. The reference was being made to the exact wording that was being used by the Town Attorney in terms of the way she was trying to explain that executive order. Secondly, it was stated that Mr. Maniscalco used a Press Release to declare a mask mandate. Mr. Maniscalco said that the Declaration of Emergency was sent to the Town Council and filed with the Town Clerk's office. Mr. Maniscalco said that over the past few months that there has been some poor behavior on the parts of all of us. We are examples to young children, other communities and we including the public can do a lot better. Mr. Maniscalco challenges the individuals to be civil even if they disagree. There is no need to yell at people or make comments about others or question their ability to do their job or if they are doing it appropriately. Mr. Maniscalco said that he has no doubt in his mind that each person in the room and the two hundred employees that work for the Town of South Windsor are doing the very best for the Town of South Windsor. With that said, we can be kind, respectful and civil about it.

Councilor Evans reviewed the other committees and commission that need appointments: Strategic Planning Committee, Social Justice and Racial Equity Commission and the South Windsor Arts Commission.

Strategic Planning Committee intends to have a report to the Town Council by July 1, 2022. She doesn't have any members on the list so we need to reach out to the community and speak to the Town Committees to fill these roles. The Mayor and Minority leader will accept nominations and bring them to the Town Council.

The Social Justice and Racial Equity Commission was established on June 15, 2021. Currently there are four appointed members. We need one additional member to create a forum. This member should be a non-elected community member with education, training or work experience in racial or social equity work and/or demonstrated practice or other relevant quality as equity leaders shall include to the extent possible appointees with racial ethnic economic gender diversity. .

The South Windsor Arts Commission has two members currently and are seeking six more members and advisors.

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Mayor Pendleton asked if Mr. Maniscalco could speak with Town staff about the Arts Commission and get the membership requirements and what these commissions are doing also on the website explaining their mission statement and the available opening.

**18. Adjournment**

At 9:01 p.m., Deputy Mayor King made a motion to adjourn the Regular Meeting. Councilor Paterna seconded the motion, and it was approved unanimously.

Respectfully submitted,

Katherine Senerth  
Executive Assistant