

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

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July 18, 2016

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

1. Call Meeting to Order

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

4. Roll Call

Members Present: Mayor Thomas Delnicki
Councilor William Carroll
Councilor Edward Havens
Deputy Mayor Carolyn Mirek
Councilor M. Saud Anwar
Councilor Liz Pendleton
Councilor Matthew Riley
Councilor Janice Snyder

Members Absent: Councilor Lisa Maneeley

Also Present: Matthew B. Galligan, Town Manager
Keith Yagaloff, Town Attorney

5. Public Input

Ms. Honora Futtner, 1629 Main Street came forward and thanked the Council for their support for farmland preservation with the establishment of the Development Rights Policy.

Mr. Andy Paterna, 301 Strawberry Lane came before the Town Council to support the establishment of the Development Rights Policy. Mr. Paterna thanked everyone who was involved in the establishment of this policy and felt that this policy will preserve farmland, the history of South Windsor, heritage of South Windsor, and the culture of South Windsor.

6. Environmental Health & Safety Message

None

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ITEM:

7. Adoption of Minutes of Previous Meetings

BE IT RESOLVED that the South Windsor Town Council hereby approves the Minutes of the following Town Council Meetings: Regular Meeting Minutes of July 5, 2016.

Was made by Councilor Snyder
Seconded by Councilor Pendleton
The motion was approved, unanimously

8. Public Petition

None

9. Communications from Officers and Boards Directly Responsible to Council

None

10. Reports from Standing Committees

None

11. Reports of Temporary Committees

None

12. Consent Agenda

None

13. Unfinished Business

None

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ITEM:

14. New Business

A. Resolution Adopting a Complete Streets Policy

WHEREAS, Complete Streets are Rights of Way that are designed to be safe, comfortable and convenient for all users, including, but no limited to pedestrians, bicyclists, transit riders and drivers; and

WHEREAS, Complete Streets should be designed to reflect the context and character of the surrounding natural, suburban and urban environments and be part of an attractive, multi-modal transportation system that accommodates users regardless of age or ability by providing the opportunity to choose a method of transportation; and

WHEREAS, Complete Streets may include many features, including, but not limited to, street trees and landscaping, bicycle lanes, shared use paths, crosswalks, traffic calming devices, distinctive signage, public art and varied surface treatments, all of which incorporate best management practices of sustainable infrastructure; and

WHEREAS, the Town Council's Sidewalk and Bikeway Sub-Committee advocates for, and the Town Council's Adopted Walk and Wheel Ways Master Plan recommends "Adopting a Complete Streets Policy"; and

WHEREAS, the Town's Plan of Conservation and Development has specifically recommended to "Maintain Town Roads and Upgrade as Complete Streets", so that road improvements address multiple transportation needs; and

WHEREAS, a community that strives to design and implement Complete Streets recognizes that streets and sidewalks are public spaces that spur social interaction, healthy living and economic development, leading to a stronger and more vibrant community; and

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ITEM:

14. A. (Continued)

WHEREAS, a Complete Streets policy is a tool to be used by the Town to ensure that road construction and reconstruction projects are planned, funded, designed, constructed and maintained in accordance with the aforementioned principles

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby adopts a Complete Streets Policy (**Exhibit A**) reinforcing the Town's commitment to the development of Complete Streets, where practical and feasible, for the benefit of the entire community.

Was made by Deputy Mayor Mirek
Seconded by Councilor Snyder

Deputy Mayor Mirek explained that the Sidewalk & Bikeway Sub-Committee and the South Windsor Walk & Wheel Ways have worked very hard on the establishment of a Complete Streets Policy. Deputy Mayor Mirek also thanked Bob Dickinson who is instrumental on both Committees.

Councilor Anwar thanked everyone involved in the creation of the Complete Street Policy and explained that back on May 6, 2015 the Town Council requested the Town Manager to have Town staff draft a Complete Streets Policy. Complete Streets help to save lives and with this policy it will help reduce accidents. Councilor Anwar said he would fully support this policy and hopes that Complete Streets can start to be implemented throughout Town.

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

B. Resolution Adopting a Developments Rights Policy

WHEREAS, one of the stated goals of the Town of South Windsor is to preserve farmland and to support the vitality and inherent cultural, commercial and historic value of active family farming in South Windsor as described in the South Windsor Open Space Master Plan and South Windsor Agricultural Land Preservation Committee Plan which are part of the South Windsor Plan of Conservation and Development; and

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ITEM:

14. B. (Continued)

WHEREAS, in the past 25 years the Town's referendums concerning farmland or open space preservation have received approval and support from the South Windsor taxpayers; and

WHEREAS, the Town's agricultural corridor and Main Street greenway is considered a valuable clustered farming region and other areas of South Windsor have been important areas of focus for farmland preservation; and

WHEREAS, the Town Council had previously discussed with South Windsor Agricultural Land Preservation Advisory Commission (SWALPAC), the South Windsor Open Space Task Force (OSTF) and the South Windsor Food Alliance. All of these organizations have expressed their support for the preservation of farmland in South Windsor; and

WHEREAS, the Town Council was successful in receiving Certification from the United States Department of Agriculture identifying locally important farmland soils; and

WHEREAS, this certification allows the Town to become a partner with the State Department of Agriculture in the Purchase of Development Rights; and

WHEREAS, the Town Council wishes to implement a collaborative effort between local, regional, State and Federal farmland preservation groups; and

WHEREAS, the Town Council seeks to obtain from this collaborative effort, grants and other financial resources to be used in conjunction with the Town's open space funds, support from public and private foundations and organizations, as well as the transfer of development rights and acquisitions for farmland preservation from private landowners; and

WHEREAS, the Town Council continues a dedicated financial account to be funded with monies, when available, designated for farmland preservation in the amount of \$_____

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ITEM:

14. B. (Continued)

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby adopts the "Farmland Acquisition and Purchasing Development/Conservation Rights" Policy (**Exhibit B**).

Was made by Councilor Pendleton
Seconded by Councilor Anwar

Councilor Pendleton stated that preserving farmland in our community preserves South Windsor's culture. This policy will help the future of farming in South Windsor as well as help the farmers in Town.

Councilor Riley said he is in favor of preserving farmland. Councilor Riley stated he would like clarity relating to when farmland lays fallow and questioned if there would be any requirement that the land be farmed?

Mr. Galligan explained that there is no requirement. This policy is a good mechanism to preserve farmland and allow the farmers to get some capital back to put back into their own farm.

Councilor Riley then questioned about land in a flood zone. Land in a flood zone does not have any value from a development rights standpoint.

Mr. Galligan agreed that there is no value. On Main Street you have farming up above and a flood plain and that is where the values will be drastically different.

Councilor Riley then brought forward a discussion regarding the availability of funds. Mr. Galligan explained that the Town has \$2 million dollars of authorized but not issued bonds and about \$900,000 left over from the prior \$2 million dollar referendum.

Councilor Riley reiterated from the previous meeting that these funds can be used for any of the following: Open Space Preservation, Recreation,

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ITEM:

14. B. (Continued)

Conservation and Agricultural Land Preservation. If funds are taken from those bonds, the Town will be taking funds that are currently available for four of those uses and restricting them to this one use which is the purchase of development rights.

Mr. Galligan stated that the use is an agricultural use.

Councilor Riley explained that his concern is that the Town will be restraining itself if a portion of these funds are put towards development rights. At this time those funds are available for four different uses and this is a subset of one of the four. The Town will be restraining itself if a dollar amount is put into the resolution.

Mr. Galligan suggested that the Town Council not put a dollar amount in the resolution and use the funds from the bonds that are available currently if there are any development rights that the Council would like to purchase in the near future. The Town could then go out to referendum for a bond that could be used strictly for the purchase of development rights.

Mayor Delnicki reviewed the Development Rights Policy bringing to the Council's attention that there was a change on the flow chart.

Answering questions from the Council, Mr. Galligan explained that there are approximately \$2 million dollars in unauthorized bond money and another \$900,000 in authorized bond money that is available for use. In the past the Town held four different referendums and there was not a problem getting items approved.

Councilor Anwar felt that there should be an allocation of \$1.5 million dollars for this purpose. Mr. Galligan stated that although he does not have a problem allocating \$1.5 million dollars for the purchasing of development rights, he warned the Council that if that amount is allocated, then those funds can not be used for any other purpose.

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ITEM:

14. B. (Continued)

Mayor Delnicki questioned if a number should be put towards development rights when it is already known that \$2.9 million dollars could be used if necessary? Mr. Galligan said he does not need a number and recommended holding a referendum in November with a bond air marked for development rights.

Mayor Delnicki felt that the Council could then eliminate the paragraph in the resolution regarding funding for development rights.

Town Attorney Yagaloff explained that this paragraph in the resolution is setting the financial goal for the policy and does not actually create a transfer of money.

Mr. Galligan informed the Council that he will be preparing the referendum and will send it to the Council in August.

Councilor Anwar then suggested that \$2 million dollars be put into the resolution for the dollar amount.

Mayor Delnicki suggested that the ninth paragraph read: The Town Council continues a dedicated financial account to be funded with monies, when available, designated for farmland preservation with a policy goal of \$2 million dollars.

Councilor Riley stated that putting a dollar amount in the resolution would limit the amount that can be used for development rights. Councilor Riley suggested a change in the 3rd paragraph eliminating "have been" and inserting "are" and eliminating the ninth paragraph. The Town should go out to referendum for bonding money for development rights in the amount of \$2 million dollars.

Councilor Havens stated he certainly would support the approval of the Development Rights policy, but warned Council members that although bonding in the past for open space and those types of items have been supported, it does not mean that it will be supported by the voters in the future.

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ITEM:

14. B. (Continued)

Councilor Snyder felt the focus of this resolution and the critical point is to establish a Development Rights Policy. Councilor Snyder said she would support eliminating the paragraph in the resolution regarding the financial account. The Town should be careful of the amount of referendums that are held because the Town has already committed to go to referendum for the schools and for roads and drainage. At this time there is money to put towards development rights and if more funds are needed, the Town Manager will come to the Council. Councilor Snyder agreed that the ninth paragraph should be eliminated.

Mayor Delnicki stated he would be in favor of going out to referendum for the purchasing of development rights.

Councilor Anwar said he is in agreement with both suggestions by Councilor Riley and also said he would be in favor of going out to referendum for the purchase of development rights in the amount of \$2 million dollars. Councilor Anwar requested that for the next meeting, the Town Manager provide how this proposal would impact taxes.

Mr. Galligan informed the Council that if all referendums passed, the school debt would be first to come on and the other items would be more authorizations at this time because more design work has to be completed.

Councilor Pendleton stated that the Council is not here to discuss a referendum and made a motion to accept the friendly amendment in the third paragraph consisting of eliminating "have been" and inserting "are" and made a motion to eliminate in the ninth paragraph "in the amount of \$_____". Councilor Havens seconded the motion; and it was approved, unanimously.

Mayor Delnicki called for a vote on the amended motion; it was approved, unanimous

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ITEM:

14. B. (Continued)

The resolution to read as follows:

WHEREAS, one of the stated goals of the Town of South Windsor is to preserve farmland and to support the vitality and inherent cultural, commercial and historic value of active family farming in South Windsor as described in the South Windsor Open Space Master Plan and South Windsor Agricultural Land Preservation Committee Plan which are part of the South Windsor Plan of Conservation and Development; and

WHEREAS, in the past 25 years the Town's referendums concerning farmland or open space preservation have received approval and support from the South Windsor taxpayers; and

WHEREAS, the Town's agricultural corridor and Main Street greenway is considered a valuable clustered farming region and other areas of South Windsor are important areas of focus for farmland preservation; and

WHEREAS, the Town Council had previously discussed with South Windsor Agricultural Land Preservation Advisory Commission (SWALPAC), the South Windsor Open Space Task Force (OSTF) and the South Windsor Food Alliance. All of these organizations have expressed their support for the preservation of farmland in South Windsor; and

WHEREAS, the Town Council was successful in receiving Certification from the United States Department of Agriculture identifying locally important farmland soils; and

WHEREAS, this certification allows the Town to become a partner with the State Department of Agriculture in the Purchase of Development Rights; and

WHEREAS, the Town Council wishes to implement a collaborative effort between local, regional, State and Federal farmland preservation groups; and

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ITEM:

14. B. (Continued)

WHEREAS, the Town Council seeks to obtain from this collaborative effort, grants and other financial resources to be used in conjunction with the Town's open space funds, support from public and private foundations and organizations, as well as the transfer of development rights and acquisitions for farmland preservation from private landowners; and

WHEREAS, the Town Council continues a dedicated financial account to be funded with monies, when available, designated for farmland preservation

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby adopts the "Farmland Acquisition and Purchasing Development/Conservation Rights" Policy (**Exhibit B**).

C. Resolution Approving Offer of a Tax Assessment Agreement with Eagle Tissue, LLC

WHEREAS, the Town of South Windsor's Tax Partnership Program, established pursuant to Connecticut General Statutes Section 12-65b, is intended to encourage the development and expansion of quality businesses in Town through tax and other economic incentives, and is designed to retain and attract businesses that will generate substantial additional tax revenues and employment opportunities for the Town while providing quality goods and services; and

WHEREAS, the Town Manager recommends, pursuant to said program, that a tax assessment agreement be offered to Eagle Tissue, LLC as an incentive for the expansion of a current facility by 6,000 square feet for a warehouse at 70 Bidwell Road for the cost of approximately \$478,459

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council is pleased to offer a tax assessment agreement between the Town and Eagle Tissue, LLC reducing the amount of the estimated real property assessment of the Real Property by 50% for a period of three (3) years. The estimated tax benefit reduction of approximately \$4,175 annually, commencing with the Grand List following the date the Certificate of

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ITEM:

14. C. (Continued)

Occupancy is issued; provided, however, that if such assessment is changed by any future Town evaluation, the new assessed value of the Facility shall be reduced by the percentage applicable to the year within the three (3) year period such assessment is changed; and

BE IT FURTHER RESOLVED that the South Windsor Town Council's offer to Eagle Tissue, LLC is conditioned upon Eagle Tissue, LLC (1) meeting the estimated \$478,459 construction cost figure and agreeing to the estimated assessment figure; and (2) continuing to pay the real estate taxes on the Facility for a minimum of ten (10) years from the date the Certificate of Occupancy is issued; if Eagle Tissue, LLC fails to meet either of these conditions, Eagle Tissue, LLC shall refund the Town of South Windsor all of the tax benefit reductions it has received; and

BE IT FURTHER RESOLVED that the South Windsor Town Council's offer is contingent upon Eagle Tissue, LLC's execution of a written agreement reflecting the terms set forth in the resolution and such other terms as the Town may require.

Was made by Councilor Riley
Seconded by Mayor Delnicki

Mr. Galligan explained that Eagle Tissue, LLC has been a business in South Windsor for a long time. They have a facility in Massachusetts which they were reviewing to expand this space or the space in Massachusetts. Eagle Tissue, LLC has made a presentation to the Economic Development Commission. Eagle Tissue would like to have this expansion up and running by the end of September or beginning of October. This request is for a three (3) year abatement.

Answering questions from the Council, Mr. Galligan explained that the Town is following past practices and this company has presented to the Economic Development Commission. This expansion will keep the company here for a long time and will produce a couple of jobs. South Windsor does not want too many small businesses to leave South Windsor because then there would be empty buildings throughout Town.

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ITEM:

14. C. (Continued)

Deputy Mayor Mirek felt that South Windsor needs to keep businesses in Town and should reward the companies for expanding.

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

D. Resolution Approving the Transfer of \$7,500 from Contingency Account to the Town Manager's Professional Account

BE IT RESOLVED that the South Windsor Town Council hereby approves the transfer of \$7,500 from the Contingency Account to the Town Managers' Professional Account to cover the shared cost of replacing of the driveway at the South Windsor Cemetery with the South Windsor Cemetery Association.

Was made by Councilor Anwar
Seconded by Councilor Havens

Mr. Galligan explained that the Town is obligated to maintain the cemeteries and contributes money each year for cemetery maintenance. To get to the South Windsor Cemetery, there is a driveway that is owned by both the First Congregational Church and the Town. In 1967, the church had repaved the driveway with 30% of the cost being paid for by the Town, as the Town owns 30% of the driveway. The Church is now looking to repave the driveway and the Town's share would be \$7,500.

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

15. Passage of Ordinance

None

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ITEM:

16. Communications and Reports from Town Manager

Mr. Galligan reported on the following items:

- Carla's Pasta is moving forward with the expansion of their facility in South Windsor. A presentation will be made to the Economic Development Commission on Wednesday, July 27th. In September that abatement will be brought to the Council.
- The Town is contemplating a referendum to continue the roadwork, drainage, and sidewalks throughout the Town. A list from Jeff Doolittle is enclosed for the Town Council's review, **(Exhibit C)**.
- The Crumbling Foundations Committee will be meeting on Thursday, July 21st at 5:00 p.m. with the Attorney General. In the newspaper there was an article where the Attorney General is saying that the evidence is insufficient to sue suppliers of concrete in homes with failing foundations. This next meeting will be very important to discuss what the Town's next step will be.
- The Board of Education will be holding a Special Meeting on Monday, July 25th to discuss and hopefully approve the fence that is going to be constructed at the South Windsor High School's turf field. The Town Council has a Strategic Planning meeting scheduled and either Ray Favreau and/or John Caldwell will be in attendance at the Special Board of Education meeting to answer any questions and make a presentation.

Answering questions from the Council, Mr. Galligan explained that there is \$20 million dollars that is being proposed for the Capital Projects. It will take 7 to 10 years to get those projects done. The Capital Projects Committee may want to do less or change where the money would be designated to. It would most likely take 2-3 years to get through \$10 million dollars. Mr. Galligan agreed that the drainage and road construction could be removed from the Capital Projects list because there will be a dedicated bond for those projects as long as the referendum is approved. South Windsor has a good rating. If there are left over monies after doing a project, those monies are kept in the Capital budget.

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ITEM:

16. Communications and Reports from Town Manager (Continued)

Councilor Pendleton requested that Mr. Gantick provide the Council with an updated account balance of what has been used out of the money for capital projects and show what grants have come in. Mr. Galligan stated the Finance Director could issue a report based on capital projects.

Councilor Pendleton also requested that the Assessor re-evaluate the status for exemptions for veterans within our Town to look at what the State is allowing and what the Town is allowing for exemptions. Mr. Galligan stated that a report can be given to the Town Council in September.

Councilor Pendleton stated that she would like the Assessor to check into a new law that may have been created in 2008 for guidelines for the veterans' exemptions. Mr. Galligan stated he would put this item on for a discussion in September.

Councilor Riley questioned if the figures that are listed on the Capital Projects list are gross amounts or the expected cost after you receive funds that may be available? Mr. Galligan explained that they are estimated gross amounts.

Councilor Riley requested that the Town Manager provide the Town Council with the best guess of what the net figures would be if there are other funds available. Mr. Galligan explained that the Town can not do negotiated contracts.

Councilor Riley spoke of the proposed referendums and stated it would be good to see how the debt that the Town has now is rolling off and how the anticipated debt might come on as these projects occur over the next five or ten year period. Mr. Galligan explained that the budget has a debt schedule in the back, but he would do an estimate of the debit coming off and the debt coming on before the vote on the referendum and will bring it back to the Council.

Councilor Riley also requested that he would like the Finance Director to speak to the Council on how the capital stabilization fund money came to exist. Mr. Riley felt that a presentation would be helpful.

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ITEM:

16. Communications and Reports from Town Manager (Continued)

Councilor Anwar stated the following:

- The Council should give their consensus on the dollar amounts that will be in the referendums and the number of referendums.
- In the past, Mr. Pelkey discussed an item called Opportunity Bonds. Opportunity Bonds are State and Federal funds that become available for various projects. This would be something the Town should review to save tax dollars.
- The Town of South Windsor should be proud of Carla's Past and should help them grown.
- It is hopeful that the Board of Education will support the fence at the South Windsor High School's turf field.
- The Attorney General's office does not feel they will be able to go after the company supplying the concrete to homes with failing foundations, this was very disappointing. If a business has a product that has major problems with it and they continue to sell the product, the consumers should be protected. South Windsor and surrounding communities will have to develop strategies.

Mr. Galligan explained that if there is no fault, then it is considered a natural disaster so the focus should be on the State and Federal government to look for funds through FEMA. Councilor Anwar added that insurance companies and banking institutes will need to be involved. This issue is going to have an impact on the lives of those who are affected.

Deputy Mayor Mirek requested that any and all information regarding crumbling foundations be provided to those that we know are affected and also posted on the website. Mr. Galligan stated that as information becomes available he will have it put on the website.

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ITEM:

16. Communications and Reports from Town Manager (Continued)

Councilor Havens felt that individuals who are affected look to the Government for answers and the Town needs to support them and let them know they are not alone.

Mayor Delnicki explained that the Town is trying to help out. The Insurance Companies, Federal Government and State Government have to be involved to help resolve this issue. At the Crumbling Foundations meeting on Thursday, the Committee will need to find out from the Attorney General where that office stands with the insurance companies pooling together and what can be done to get other insurance companies on board. Mayor Delnicki requested that the Town Manager find out how many other communities have sent letters to the Governor regarding crumbling foundations and to have that for Thursday. There is a letter going out to the new Executive Director of the Chamber of Commerce inviting her to a meeting in September.

Councilor Pendleton asked if the neighbors were notified about the Board of Education Special Meeting. Mr. Galligan stated that a notice was sent to Mr. Hill who informed the other neighbors.

Councilor Pendleton then questioned if the Town Manager could find what the number is for something to be considered a natural disaster in order to receive federal funds.

Councilor Pendleton commended the South Windsor Police Department in the saving of a life with Narcan.

Councilor Snyder stated that Mr. Kenneth Young is requesting that something be done with the guardrail on Avery Street. Mr. Galligan explained that there is a culvert there. Mr. Young wants the guardrail to be put on the other side of the sidewalk, but that guardrail needs to stay where it is otherwise it will be a liability. Mr. Doolittle is looking to see if something else can be done. Mr. Galligan explained that there have been several public meetings regarding this project.

Mr. Galligan informed the Council that Town staff is following up on resident's complaints on Pond Lane.

(Town Manager's Report Continued on Next Page)

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ITEM:

16. Communications and Reports from Town Manager (Continued)

Councilor Anwar felt that the Town Council should give a consensus regarding a bond referendum in November. Mayor Delnicki suggested that each Council member send an email to the Town Manager regarding this issue after reviewing the information. Mr. Galligan said after he received the emails he will have the Bond Counsel draft a referendum for the September meeting.

17. Public Input

Mr. Sterns, Chairman of the Board of Trustees at First Congregational Church in South Windsor came forward to thank the Town Council for the funds for the driveway.

18. Communications and Petitions from Council

Mayor Delnicki stated that Ryan Small attained the rank of Eagle Scout on July 9, 2016; on July 12, 2016 there was a Retirement Party for Betty Osborne who will be moving to South Carolina; and Father Michael Dolan celebrated 20 years in the priesthood and his 50th birthday on July 17, 2016.

19. Executive Session

At 8:57 p.m. Councilor Pendleton made a motion to go into Executive Session to discuss agreement which would result in disclosure of public records or information which is exempt from disclosure at this time pursuant to C.G.S. §1-21(b)(1) and §1-210(b)(4). Councilor Snyder seconded the motion; and it was approved, unanimously.

8:59 p.m. Councilor Snyder made a motion to go into Executive Session to discuss personnel issues (Clerk of the Council's review and the Town Manager's review). Councilor Pendleton seconded the motion; and it was approved, unanimously.

The following individuals went into Executive Session: Mayor Delnicki, Deputy Mayor Mirek, Councilor Anwar, Councilor Carroll, Councilor Pendleton, Councilor Riley, Councilor Snyder, Town Manager Matthew B. Galligan, and Town Attorney Keith Yagaloff.

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ITEM:

19. Executive Session (Continued)

At 10:39 p.m. Councilor Snyder made a motion to adjourn the Executive Session. Councilor Carroll seconded the motion; and it was approved; unanimously.

20. Adjournment

At 10:40 p.m. Councilor Carroll made a motion to adjourn the Regular Meeting. Councilor Riley seconded the motion; and it was approved, unanimously.

Respectfully submitted,



Deborah W. Reid
Clerk of the Council

Town of South Windsor Complete Street Policy

SECTION I. Introduction

Roads have traditionally been built for passenger vehicles, trucks, busses and emergency vehicles. Today, walking and bicycling are becoming more and more popular as modes of transportation. Transit provides important transportation options to a number of residents. Limited resources, both in funding and land, generally means that these transportation modes must coexist in the same general space. It is the view of the Town of South Windsor that transportation systems and facilities should provide for all transportation users. "Complete Streets" are supported in the South Windsor Plan of Conservation and Development as well as the South Windsor Walk and Wheel Way's Master Plan.

A Complete Street is defined as a roadway designed to safely accommodate all users including pedestrians, pedestrians with special needs such as the disabled, the young and the elderly, bicyclists, transit users and motorists. It is a framework that emphasizes changing design standards so that streets meet the travel needs of all users, not just the needs of motor vehicles.

Complete Streets may include facilities and amenities, including but not limited to, pavement markings and signs; sidewalks and pedestrian safety improvements such as medians, curb extensions and crosswalks; ADA (Americans with Disabilities Act) accessible curb ramps and accessible pedestrian signals; transit shelters and signage and improved pedestrian and bicycle access to transit stops and stations; bike lanes, or shared use lanes; bicycle parking facilities; street trees, landscaping, street lighting, street furniture; and adequate drainage facilities, including opportunities for storm water quality treatment facilities.

SECTION II. Purpose and Vision

It is the intent of the Town of South Windsor in enacting this policy to improve the safety and quality of life of residents of South Windsor by providing safe, convenient, and comfortable routes and connections for walking, bicycling, and public transportation; encourage healthy, active living; and reduce traffic congestion and fossil fuel use.

By advancing a Complete Streets policy in our community, active transportation choices will be provided to the people who live, work and travel on our town streets. Developing a Complete Streets program encourages a full range of travel choices, creates a comprehensive transportation system, and offers easy access to retail, residential housing, employment and businesses. Some of the benefits include:

- Improve safety for all road users for the population that does not drive;
- Provide residents with the ability to walk and bicycle more often encourages a healthy and active community;
- Improve the mobility of users by offering multiple modes of transportation in and around Town;
- Improve the air quality and address climate change; and
- Offer more travel choices to residents and visitors resulting in potential economic benefits to the Town.

To accomplish this, the Town of South Windsor needs to strive for its transportation systems and facilities to accommodate this coexistence in a safe and practical manner. Planning and design need to consider all potential modes of transportation in their development. The concept is to provide, where practical, pedestrian and bicycle friendly connections between neighborhoods, transit stops, bike routes and greenways / trails, recreational area; public buildings, parks, schools, points of interest, town center, and other key commercial areas; and also transit service between destinations as demand and need dictates.

SECTION III. Objectives

The objectives of the South Windsor Complete Street policy are:

- Improve safety and mobility for pedestrians, bicyclists, children, older individuals, non-drivers and the mobility challenged, as well as those who choose to live vehicle free;
- Develop and support a transportation system that is accommodating of active transportation modes that promote healthier life styles;
- Develop and support a transportation system that is conducive of compact, sustainable and livable communities.
- Improve mobility and accessibility to activity centers, including employment and commercial centers, schools, public buildings, parks, transit, and trails;
- Encourage a shift to alternative transportation modes, reducing reliance of carbon fuels and promoting energy conservation;

This policy will be implemented via a Complete Streets Advisory Committee with membership from key departments whose responsibilities are reasonably related to complete street interests. Membership may include representatives from Parks and Recreation, Planning, Public Works, Engineering and Police. The Committee will seek input from other Boards and Commission (e.g. South Windsor Walk and Wheel Ways) as appropriate.

SECTION IV. Role of Complete Streets Advisory Committee

The Advisory committee would meet on a quarterly basis or as needed, and at the inception of public transportation projects or private projects that affect the transportation system, within the South Windsor limits.

The purpose of the advisory committee is to:

- Provide input on public projects to further the Town's complete streets philosophy.
- Review and make recommendations on short and long-range transportation plans as related to pedestrian and bicycle issues in South Windsor and assist in the implementation of the Transportation component of the Plan of Conservation and Development
- Review and recommend transportation project prioritization and funding as related to pedestrian and bicycle issues in the Town.
- Assist and advise the Planning and Zoning Commission with respect to pedestrian and bicycle facilities and parking.
- Coordinate with adjacent municipal, and regional public entities to promote creation of networked pedestrian and bicycle facilities as appropriate.
- Assist in the development and implementation of Safe Routes to Schools Program.

- Seek grant money and other States and Federal monies for pedestrian and bicycle project enhancements.

The Committee may pursue other initiatives to increase safety and awareness regarding complete street considerations throughout the municipality.

- Training: Key officials whose responsibilities are reasonably related to complete street interests will attend training related to complete streets. Such officials may include the Director of Public Works, Police Chief, Director of Planning, Town Engineer, Local Traffic Authority, Board of Education staff, and other relevant official representing the interests of the Town.
- Checklists: The Town of South Windsor may utilize a Complete Streets Checklist to assist in ensuring compliance with this policy and at the earliest point in project development for all applicable projects.
- Department Reviews: Complete Streets shall be considered in all projects receiving public funding. The Checklist will be integrated into all department reviews including Planning, Engineering, Public Works, and Public Safety. The Checklist will consider all travel modes, along with environmental and social context.
- Design Guidance: The Town of South Windsor shall utilize the latest engineering practices in its design, construction, and maintenance of highways to reflect the accommodation of all users
- Regulations, Documents, and Policies: The Town of South Windsor shall work to update Zoning Regulations, Subdivision Regulations, and the Plan of Conservation and Development, Public Improvement Specifications and other relevant regulatory documents to facilitate the implementation of the objectives of this policy.
- Street Connectivity: The Town of South Windsor shall promote changes to provide a system of streets with multiple routes and connections serving the same origins and destinations to encourage street connectivity. By increasing the number of street connections or local street intersections in communities, bicycle and pedestrian travel also is enhanced. A well-planned, connected network of collector roadways allows emergency responders to operate more efficiently, and generally increases quality of life enjoyed by residents.

Adopted 7/18/2016

Town of South Windsor

Farmland Acquisition and Purchasing Development/Conservation Rights Policy

Section I. Introduction

Agriculture is one of Connecticut's most vital economic sectors, and at its heart is the state's extraordinary farmland. One of the stated goals of the Town of South Windsor is to preserve farmland and to support the vitality and inherent cultural, commercial and historic value of active family farming in South Windsor as described in the South Windsor Agricultural Preservation Plan and Open Space Master Plan both of which are a part of the South Windsor Plan of Conservation and Development.

The Town's agricultural corridor and Main Street greenway is considered a valuable clustered farming region and other areas of South Windsor have been important areas of focus for farmland preservation as well. The Town Council continues a dedicated financial account to be funded with monies designated for farmland preservation and in the past 25 years the Town's referendums concerning farmland or open space preservation have received approval and support from the South Windsor taxpayers.

The Department of Agriculture preserves working lands by acquiring development rights to agricultural properties through its Farmland Preservation Program, ensuring that the land remains available only for agricultural use in perpetuity. This is accomplished by acquiring a permanent restriction on non-agricultural uses is placed on the deed to these properties, but the farms remain in private ownership and continue to pay local property taxes. The program is voluntary and gives farmers a realistic alternative to selling their land for residential development.

The Town of South Windsor is establishing a Farmland Acquisition and Purchasing Development/Conservation Rights Program to compliment what can be accomplished through other funding.

Section II. Purpose and Vision

One of the main objectives of this program is to establish a food-and-fiber producing land resource base, consisting mainly of prime and important farmland soils, which will ensure local availability of fresh farm products and help agriculture to remain an important part of the town and state's economy.

It is the intent of the Town of South Windsor in enacting this policy to facilitate the acquisition or purchase of development rights that ensures that the land remains available only for agricultural use in perpetuity. This goal may be implemented through a collaborative effort between local, regional, State and Federal farmland preservation groups. The Town Council also seeks to obtain from this collaborative effort, grants and other financial resources that can be used in conjunction with the Town's open space funds, support from public and private foundations and organizations, as well as the transfer of development rights and acquisitions for farmland preservation from private landowners.

As of December 2015, the state program has preserved more than 41,500 acres on 315 farms. The long-term goal is to preserve 130,000 acres. The town's goal is to preserve as many farms as feasible using the priority map prepared by SWALAPC as a guide.

Section III. Objectives

The objects of this policy are to facilitate in:

- Preserving the best and most productive agricultural land;
- Providing an opportunity for farmers to purchase land at affordable prices;
- Helping farm owners overcome estate planning problems which often result in farmland loss;
- Providing working capital to enable farm operations to become more financially stable;
- Addressing other personal ownership problems, such as health and age, which contribute to the likelihood of land being converted to non-agricultural uses; and
- Providing a range of community amenities including its curious blend of serenity and industry.

Section IV. Application Process

Applications are evaluated according to state regulation criteria, which recognize the benefits of clustering farms with a high percentage of prime farmland soils in active farm communities.

1. Landowners may apply to the program voluntarily.
2. A notice of application is filed with the town manager on Request form.
3. The application is evaluated according to adopted town criteria. If the farm meets minimum scoring criteria, the Town may accept the application.
4. The request is sent to SWALPAC for review and comments.
5. Configuration of the application and specifics of the easement are negotiated and agreed to by the land owner and Town Manager (on behalf of the Town Council).
6. The farm is appraised for the unrestricted market value and the market agricultural value, the difference between the two indicating the value of the development rights.
7. The appraisals are reviewed with the land owner and the Town Council and Town Manager may negotiate anywhere from a gift of, to the full value of the development rights.
8. An agreement letter is presented from the Town Council to the land owner representing the agreed upon price. The letter is reviewed and approved by the Town Attorney.
9. Funds are requested for the acquisition, including funds for an A-2 survey, title insurance, and title search.
10. Upon Town Council approval, the town obtains an A-2 survey and title search of the property. Upon completion, the conveyance of development rights deed is executed and a check for the development rights acquisition processed. After all the documents are approved by the Town Attorney, a closing is held and the documents and maps are recorded in the local land records.

TOWN OF SOUTH WINDSOR

APPLICATION FOR THE FARMLAND ACQUISITION AND PURCHASING
DEVELOPMENT/CONSERVATION RIGHTS PROGRAMLOCATION OF LAND AND ACREAGE ACTIVELY FARMED

OWNER(S) NAME _____

MAILING ADDRESS: _____

Telephone: Home _____ Work _____ Fax _____

Email Address: _____

APPLICANT'S INTEREST/AUTHORIZATION TO OFFER THE LAND (If you are acting on behalf of others who own the property please include information sufficient to demonstrate authority to negotiate): _____

THIS APPLICATION IS FOR (check one):

A. _____ Donation of DEVELOPMENT RIGHTS B. _____ Offer to sell DEVELOPMENT RIGHTS

THE APPLICANT HAS OR WILL CONTACT THE CONNECTICUT DEPT. OF AGRICULTURE TO PARTNER IN THE DEVELOPMENT RIGHTS EASEMENT.

YES _____ No _____

THE PROPERTY HAS STRUCTURES PRESENT: YES _____ NO _____

PLEASE INCLUDE: 1) Copy of Assessor Records, 2) Copy of Deed, 3) Copy of Survey or GIS Map
4) Soils Map

Are there any current easements on the property either public or private? YES _____ NO _____

PLEASE GIVE BRIEF DESCRIPTION OF THE PROPERTY AND REASON FOR THE OFFER

You are giving Town Officials and Town Consultants permission to enter onto the property for evaluation purposes.

APPLICANT SIGNATURE: _____ DATE _____

Consideration for Development Rights Easement Acquisition Process

Exhibit B

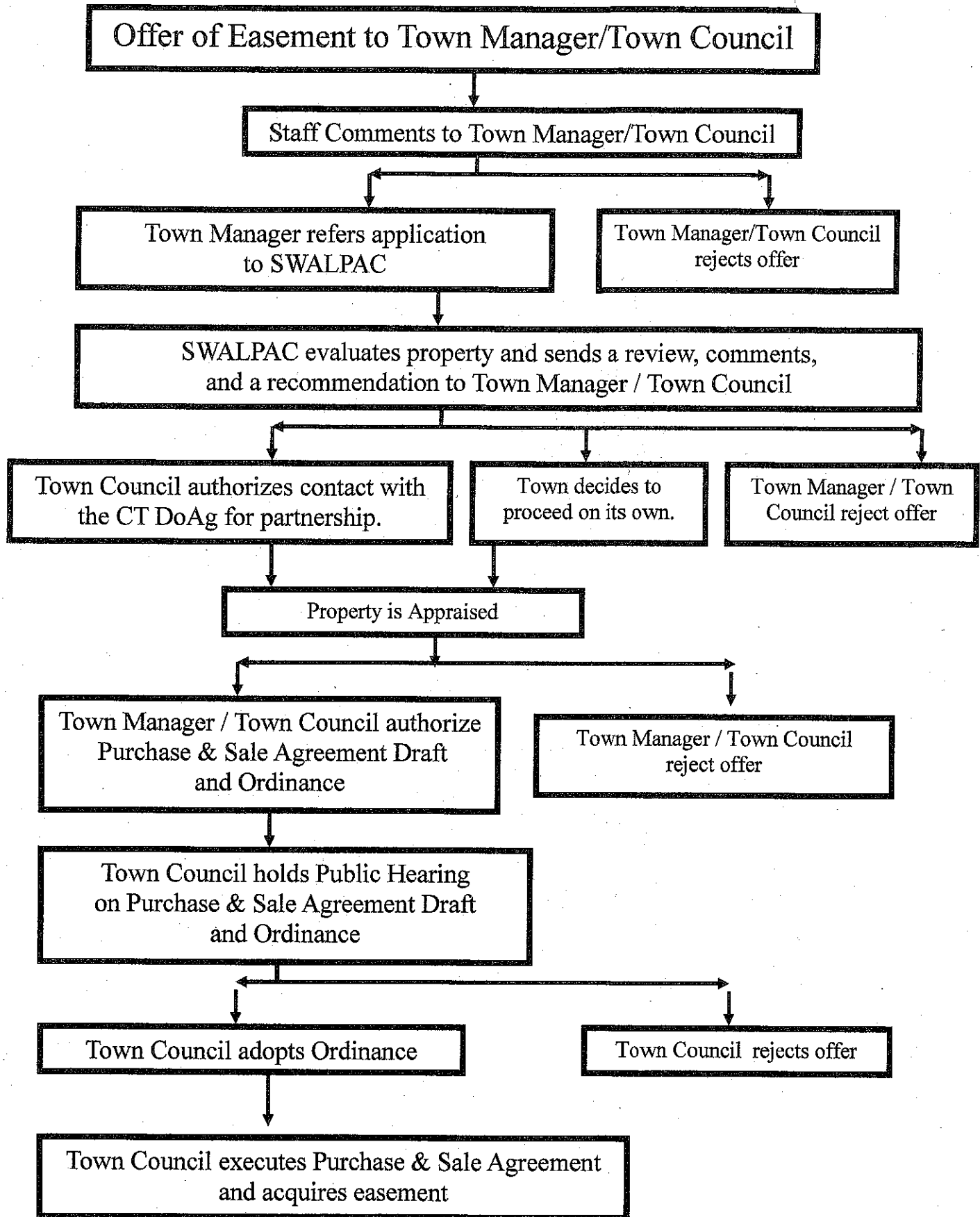


Exhibit C

Town of South Windsor Staff Capital Inventory/Request 2016/17-2020/21

DRAFT

7/14/2016

Item	Location	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27	Row Total
Bridge	Main St / Podunk R	\$425,000										\$425,000
Bridge	PValley / Podunk R			\$100,000		\$575,000						\$675,000
Drainage	TOWN	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000		\$450,000
Drainage	Abby Rd		\$170,000	\$500,000								\$670,000
Drainage	Rye St					\$375,000						\$375,000
Drainage	Edwin Rd	\$25,000	\$175,000									\$200,000
Drainage	Avery Brook Pond					\$150,000		\$250,000				\$400,000
Drainage	PV Rd						\$100,000	\$650,000				\$750,000
Drainage	Strong Rd						\$500,000					\$500,000
Drainage	Griffin Rd							\$350,000			\$450,000	\$450,000
Drainage	Governors Hwy											\$350,000
Drainage	McGrath Rd 2								\$300,000			\$300,000
Drainage	Commerce Wy											\$300,000
Drainage	Farnham Est					\$275,000						\$275,000
Drainage	Scott Dr						\$180,000					\$180,000
Drainage	McGrath Rd 1							\$175,000				\$175,000
Drainage	TRACS				\$75,000							\$75,000
Parking Lots	FHQ	\$275,000										\$275,000
Parking Lots	CC / TG		\$725,000									\$725,000
Parking Lots	Nevers Park											\$725,000
Parking Lots	Upper VMP		\$225,000			\$225,000						\$225,000
Parking Lots	Lower VMP		\$250,000									\$225,000
Parking Lots	PD			\$175,000								\$175,000
Parking Lots	TH / LIB			\$250,000								\$250,000
Parking Lots	Rye St Park											\$250,000
Parking Lots	Wapping				\$250,000		\$500,000					\$500,000
Road Misc Pavement Maintenance	TOWN Roads	\$700,000	\$700,000	\$600,000	\$600,000	\$500,000	\$500,000	\$400,000	\$400,000	\$400,000	\$300,000	\$5,100,000
Road Reconstruction	Avery St 3	\$500,000										\$500,000
Road Reconstruction	Avery St 4			\$600,000								\$600,000
Road Reconstruction	Nevers Rd South End			\$700,000								
Road Reconstruction	Ridge Rd / Deming St		\$600,000									\$600,000
Road Reconstruction	Beelzebub Rd		\$150,000		\$1,850,000							\$2,000,000
Safe Routes to School Improvements	ETS	\$150,000										\$150,000
Sidewalks Townwide	TOWN	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$75,000	\$50,000	\$50,000	\$50,000	\$50,000	\$775,000
Sidewalks	Buckland Rd	\$150,000										\$150,000
Totals		\$2,375,000	\$3,145,000	\$3,075,000	\$2,925,000	\$2,250,000	\$1,905,000	\$1,925,000	\$800,000	\$800,000	\$800,000	\$20,000,000