

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

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December 19, 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 7:00 p.m.

4. Roll Call

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

Others Present: Matthew B. Galligan, Town Manager

5. Public Input

Mrs. Daria Plummer, 235 Orchard Hill Drive came before the Town Council representing Support South Windsor Schools to speak in support of the Phase 2 of the South Windsor Public Schools Elementary Schools Master Plan. The plan is reasonable and is a responsible way to manage a project of this size.

Mr. Don Gonsalves, 40 Bayberry Trail questioned how much the plan for the next phase of the Elementary School Master Plan is based upon what the State will put towards it? The State is insolvent and there are no solutions and therefore South Windsor will not get money for the construction of this project.

Mr. Andy Paterna, 301 Strawberry Lane spoke in support of the Kevin's Kourt Project and commended those who brought this project forward. Mr. Paterna then stated he hopes that the Council will support the continuing work of the Priest Farm project. The last item Mr. Paterna spoke on is the Elementary School project which he feels there will be State reimbursement for this project and feels the Council should support this project. He said he would like to offer his time and effort to help pass the referendum.

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5. Public Input (Continued)

Mr. Garfield Von, 1021 Ellington Road came forward to speak in favor of Phase 2 of the building of elementary schools. Although his children will not benefit from this project, he feels this plan should be implemented. Education is fundamental to the success of any community.

Mr. Bill Myers, 1141 Strong Road said he supports and encourages the Council to support Phase 2 of the elementary school plan.

Mrs. Natalie O'Brien, 239 Felt Road came forward to speak in favor of Phase 2 of the elementary school plan.

6. Environmental Health & Safety Message

Mayor Delnicki reminded the public to make sure their Christmas trees are waters to prevent fires.

7. Adoption of Minutes of Previous Meeting

BE IT RESOLVED that the South Windsor Town Council hereby approves the Minutes of the following Town Council Meetings: Regular Meeting Minutes of December 3, 2016.

Was made by Councilor Maneeley
Seconded by Councilor Snyder

Councilor Anwar stated that on Item 14. F. there is no count on the votes which should be added.

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

8. Public Petitions

None

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ITEM:

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

A. Resolution Appointing Craig Zimmerman (D) to the Park & Recreation Commission

BE IT RESOLVED that the South Windsor Town Council hereby appoints Craig Zimmerman (D) to the Park & Recreation Commission for a term ending December 31, 2017 to fill the unexpired term of Robert O'Connor.

Was made by Councilor Havens
Seconded by Councilor Pendleton

Councilor Snyder stated she is very happy that Craig Zimmerman is being appointed to the Park & Recreation Commission. He does a tremendous job on any committee he serves.

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

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ITEM:

14. New Business

A. Board of Education's Update on the Ten Year Elementary Facilities Plan (requested by Mayor Delnicki) (Dr. Carter and Chairman Joy to be present)

Chairman David Joy, Board of Education came before the Council to present updates to the South Windsor Public Schools Elementary Schools Master Plan, as shown in attached **Exhibit A**.

Dr. Kate Carter, Superintendent of Schools came forward to speak about the efforts on community engagement, as shown in attached **Exhibit B**. There are so many people that are investing their time into this plan. Dr. Carter explained that the Architects and Construction Management team hosted a Mentoring Program which offered workshops for middle school aged students. The program was designed to expose students to the many careers available to them in the architecture, engineering and construction industry. Three students came forward to share their experience in this program.

Answering questions from the Council, Chairman Joy explained that the new school for Eli Terry is expected to be complete in the May to June timeframe of 2020. Over the summer the existing building will be demolished and the space that the building is presently on will provide space to construct ball fields and playground.

Mr. Galligan explained that the tax impacts were based on a number of factors. There will be debt coming off which was also factored into the estimates. The interest rate used to do the estimates was 5%. The Town uses a higher interest rate because it is not known what the market will be. This is a 20 year bond, but six of those years will be the only time residents will see a tax increase due to this project. In 2026 there will be a decrease in the tax impact because there is more debt coming off that year. The assumptions to tax impacts are with no growth to the grand list and budget.

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ITEM:

14. A. (Continued)

Councilor Anwar stated that Town will be taking over Wapping School and funds will be needed to do this. Is there a way to include those funds for improvements into a referendum of the schools? Mr. Galligan felt that would confuse residents. Mr. Galligan explained that he would be meeting with the Superintendent of Schools to discuss opportunities that could be available for shared services between the Board of Education and the Town.

Dr. Carter told the Council that the public does not have the ability to visit the new school yet because it is an active construction site and would not be safe. Pictures will be circulated shortly for viewing. There may be an opportunity to open viewing to the public before the next referendum but that would have to be discussed to see if there is a safe way to accomplish that.

Answering questions from Councilor Snyder, Chairman Joy explained that it is expected that Eli Terry and Philip R. Smith schools will be occupied in August 2020.

Dr. Carter explained that there was a lot of thought put into the specialty programs. The POP and IPOP programs will be in the new Orchard Hill School. The Medically Fragile Program and the Intensive Program will be in the Eli Terry School. Dr. Carter explained how the moving of everything will happen.

Mr. Galligan explained that if the market value of your home is \$350,000 in 2021 the tax impact will be \$56.35 with this proposal. The largest tax impact will be in 2024 at \$73.50. There is no new revenue considered in these figures, these figures are just the bond cost of this project. Mr. Galligan explained further about the tax impact.

Chairman Joy explained to Councilor Riley that the overall enrollments continue to decline for the entire district. In the short term there has been some growth in the elementary program. It may be speculated that it is due to a full day kindergarten or because new schools are being built. The State of Connecticut is fiscally having a hard time but Chairman Joy feels the State will reimburse for the project at some level. There are not many Towns

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ITEM:

14. A. (Continued)

pursuing building projects at this time and the State has been very support of this plan. Dr. Carter explained that if the Town submits before July 1, the State will reimburse the Town at a higher rate than 34%. After July 1, there will be new rules and conditions implemented through the State.

Mr. Galligan explained the process that is used to finance this project.

Deputy Mayor Mirek spoke in support of Phase 2.

Mayor Delnicki stated that the key consideration is the amount of longevity that the Town has gotten out of all of the elementary schools. It is time for the Town to replace/renovate/construct the schools. The plan is a well thought out plan and he would be supporting it.

Answering questions from Councilor Anwar, Chairman Joy stated that he will not offer a saving amount in energy efficiency, but the Town will be operating schools that will have more energy efficiencies. Chairman Joy felt that there is a need to look more closely at the site and make sure there are no problems that will impede the project and have more costs associated with it. Chairman Joy informed the Council that indoor air quality is a high priority and the systems are being engineered to accommodate that.

Councilor Pendleton questioned if solar was considered for this phase or was the construction of these buildings considered for future solar and is there air conditioning

Chairman Joy explained that the buildings will have year round air treatment (air conditioning). Dr. Carter stated that the roofs have been constructed to take on solar in the future. There have been discussions regarding solar and for the next phase it will be discussed at budget time.

Chairman Joy stated he hopes the Board of Education can count on the Council's support of Phase 2 as well as the community.

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ITEM:

14. New Business (Continued)

B. Presentation by the Metropolitan District Commission regarding Monthly Billing

Mr. Robert Constable, Director of Finance at the Metropolitan District Commission came before the Council and explained that the MDC is in the process of getting a new system. Last July, MDC implemented on-line services so customers could pay their water bills on-line. The next phase is to go from quarterly billing to monthly billing. East Hartford and South Windsor will be the first Town's to go to monthly billing which will begin in February 2017. There will be a notice sent in January explaining that monthly billing will begin. By May of 2017, the remainder of the Town's will go to monthly billing. There will be an initial increase in cost for postage. Currently there are approximately 16,000 customers out of 100,000 customers that are paying on-line. The goal is to get that number up to 30,000 to minimize costs.

Answering questions from the Council, Mr. Constable explained that MDC is expecting an increase initially for the postage. The increase cost will be approximately two cents.

Councilor Anwar questioned how much MDC recently increased the cost of water to South Windsor residents? Mr. Constable explained that currently the price is at \$2.66 CCF and will be going to \$2.77 CCF effective January 1, 2017.

Councilor Anwar then asked if the charges will be the same for members and non-members of MDC? Mr. Constable stated that the charge would be the same, the increase will affect both members and non-member Town's. It is anticipated that there will be further increases. MDC has aging infrastructure in the ground that is over 100 years old which will be necessary to replace. It is being managed by doing anywhere from two to three miles of pipe per year.

Answering questions from Councilor Carroll, Mr. Constable explained that MDC covers approximately 1,800 homes in South Windsor. Mr. Galligan stated that some of the residences are on Main Street, Chapel Road area, and Ellington Road past the Podunk River south.

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ITEM:

14. B. (Continued)

Councilor Pendleton stated that MDC covers from Stop and Stop heading towards the East Hartford side of Town.

Answering further questions, Mr. Constable explained that what is happening with the sewer infrastructure of MDC is the rain water and runoff that goes into the sewer system can not be handled by the Hartford Pollution Control Facility, so they open the gates and that material goes out to the Connecticut River. All of the Town's feed into Hartford and that infrastructure needs to be updated, which will cost approximately \$2.4 billion dollars. Mr. Galligan stated that some of the water that is coming to South Windsor is coming through Hartford. What South Windsor is being charged for is if there is a capital need. Member Town's as well as Non-Member Town's are being charged the same.

Councilor Pendleton questioned if there were any threat in any of the reservoirs that MDC gets it water from during the drought? Mr. Constable explained that the drinking water reservoirs were approximately 75% full. Mr. Constable then explained that 75% would be a supply for well over 500 days.

Councilor Riley asked how the problems in Hartford would impact MDC member communities? Mr. Constables explained that it will only impact the member communities and will not impact non-member communities such as South Windsor. Members Town's agreed to set up a reserve event where in the event that the City of Hartford did not make their payments, the other Town's will pick up those payments. MDC is going to monthly billing because the quarterly billing for member Town's is becoming large. This will smooth out the payments for the customers and will also give the consumer the ability to impact their bill by using less water when they see the billing on a monthly basis.

Mayor Delnicki observed by having a monthly bill, customers will know quickly if there is a problem with their plumbing or meter. Mayor Delnicki reiterated that if Hartford defaults on the sewer tax, the Town of South Windsor will not be impacted, just the member Town's will be impacted.

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ITEM:

14. New Business (*Continued*)

Deputy Mayor Mirek made a motion to suspend the rules in order to bring Item 14. K. forward. Mayor Delnicki seconded the motion; and it was approved, unanimously.

K. Resolution Approving a Transfer of \$5,000 from the Contingency Account to the Wood Memorial Library Account

BE IT RESOLVED that the South Windsor Town Council hereby approves a transfer of \$5,000 from the Contingency Account to the Wood Memorial Library's budget.

Was made by Mayor Delnicki
Seconded by Councilor Snyder

Mr. Paul Oates, 70 Pleasant Valley Road and Mrs. Ginny Macro, 1828 Main Street came before the Council. Mr. Oates explained that Wood Memorial Library is not just a library and museum, but it is also a gathering place, cultural center, event center and is where the Town's historical archives are stored.

Ms. Macro stated that Wood Memorial Library stores important historical documents of the Town. A grant was received to hire a part time archivist (Claire Lodell) who is now a full member of Wood Memorial Library's staff. The Town's archives are placed on-line which is a nationwide data base and Ms. Lodell is putting together an arcadia book on South Windsor which will be out this spring. The Wood Memorial Library has two field trips per year and have educated four generations of South Windsor students.

Mr. Oates explained that Wood is a value and one of the perks the Town is getting for it's investment is economic development. Wood Memorial Library is one of the major economic development engines in South Windsor. In the last three weeks, 7,500 people visited the Ginger Bread Festival. These individuals stayed in Town and ate lunch and dinner. Mr. Oates explained that these visitors where from all over New England and New York State. Wood Memorial Library is starting to digitize and is on Facebook. Wood

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ITEM:

14. K. (Continued)

Memorial has a full time staff of seven and is growing. Mr. Oates stated that Wood Memorial would like to work more closely with the Town Council.

Councilor Snyder stated that Wood Memorial is a treasure to South Windsor. The Gingerbread Festival was so much fun. Councilor Snyder questioned if the \$5,000 is for operating expenses or is this money targeted for a certain project? Mr. Oates explained that these monies will complete the Town's support for Wood Memorial Library's operating budget.

Answering questions from Councilor Snyder, Mr. Galligan explained that the original grant was for \$7,500. This year there was a request for more funds and Mr. Galligan said he would go to \$12,500 but would have to wait until November to see where the budget was. The funding for Wood Memorial Library has never been decreased, but has never been increased either. Mr. Oates added that the budget has been the same since 1997.

Councilor Snyder suggested that a Council Liaison be assigned to work with Wood. This would allow for quarterly updates and for the Council to be more involved with the Wood Memorial Library organization. Mayor Delnicki felt that this would be a good idea especially since Wood Memorial Library is the Town's archive. Mr. Oates stated that the investment in the archive is a value to the Town.

Councilor Anwar felt it would be helpful to have a detailed budget summary to review and although it is not the Council's right to ask for that, but it would be helpful. There was a period in time when the Town did give Wood Memorial Library \$9,000 rather than the \$7,500. Mr. Oates said there have been changes to the budget in the past to help with the challenges of running this organization. Councilor Anwar stated that Wood Memorial is a private legal entity and the sustainability should be looked at because there are probably more opportunities and should be beyond the taxpayers support. Mr. Oates explained that the four engines that are used for sustainability are the value for the services offered, fundraising, grant support and annual support.

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ITEM:

14. K. (Continued)

Councilor Anwar thanked Wood Memorial Library for the services provided to the Town.

Mrs. Macro explained that for the Gingerbread Festival Wood Memorial Library had over 100 volunteers. Wood Memorial Library provides value to the Town and is hopeful in the years to come to increase that value.

Councilor Riley questioned what percentage of the total budget does the Town support? Mr. Oates explained that if the funds are approved tonight, the support is less than 10% of the total budget. Councilor Riley stated that he supports this resolution.

Councilor Havens stated that Wood Memorial Library is a hidden gem and at one time was the Town's public library. Councilor Havens thanked the Wood Memorial Library for their service.

Councilor Pendleton stated that Wood Memorial Library educated 400 students in five days during the fall field trip. Wood Memorial Library preserves the history of the Town which is extremely important, educates many students in our community and have heard interest from other Towns that want to come see the Native American Program. Councilor Pendleton said she would like to see the grant from the Town to increase to \$12,500.

Mayor Delnicki felt that the grants the Town gives to Wood Memorial Library does not even cover the hiring of an archivist. When Wood Memorial Library shows their budget, they should show the cost of the archivist. The Wood Memorial Library hold a lot of good events and educational programs for the Town.

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

C. Resolution Accepting the Resignation of Thomas Delnicki (R) from the South Windsor Town Council

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ITEM:

14. C. (Continued)

BE IT RESOLVED that the South Windsor Town Council hereby accepts with regret, the resignation of Thomas Delnicki (R) from the South Windsor Town Council, said resignation to be effective January 3, 2017; and

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

Was made by Deputy Mayor Mirek
Seconded by Councilor Maneely

Deputy Mayor Mirek stated that the Mayor has served on the Board of Education, Town Council and many other Boards and Commissions to make South Windsor a better place. He will continue to serve South Windsor as the State Representative in the State Legislature and wish him success in his new role.

Councilor Anwar wished Mayor Delnicki the best of luck and thanked him for all of his good work on the Town Council.

Councilor Riley thanked the Mayor for all of the service that he provided to the community. Councilor Riley wished Mayor Delnicki the best of luck representing South Windsor at the State level.

Councilor Havens said Mayor Delnicki has been a great servant of the community and has always done the best for the community. The Republican party is losing a top vote getter. Councilor Havens wished Mayor Delnicki good luck in his new role.

Councilor Snyder explained that Mayor Delnicki has provided a lot of guidance to a lot of Council members as well as insight on the fiscal side. Councilor Snyder wished Mayor Delnicki the best of luck.

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ITEM:

14. C. (Continued)

Councilor Pendleton thanked Mayor Delnicki for his years of service to the Town and stated she appreciates all of the work he has done. Councilor Pendleton also thanked Mayor Delnicki's wife for the sacrifices she has made.

Councilor Maneeley thanked the Mayor and wished him luck with his future endeavors.

Councilor Carroll stated that he has appreciated all of the guidance he has received from Mayor Delnicki and wished him luck in the future.

Mayor Delnicki stated that being a Town Council member has been one of the most enjoyable things he has done. Having served as Mayor twice is something he will never forget. This is a wonderful Town with great volunteers. Volunteers in the community make South Windsor what it is and is the glue that holds the community together.

D. Resolution Appointing Cindy Beaulieu (R) to the South Windsor Town Council 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 Cindy Beaulieu (R) to the South Windsor Town Council for a term ending November 13, 2017 to fill the unexpired term of Thomas Delnicki and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

Was made by Mayor Delnicki
Seconded by Councilor Carroll

Councilor Pendleton stated that she will not be supporting this resolution because this process is taking place prior to a vacancy on the Council. Councilor Pendleton read Section 208 of the Town Charter into the record. The Council does not have a vacancy on the Town Council until January 3, 2017. The Council on the 3rd will have to vote on the vacancy because this

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ITEM:

14. C. (Continued)

present Council should not be dictating what a future Council does. The definition of vacancy is an unoccupied position or job of office. Councilor Pendleton stated that she understands that a legal opinion was sought from the Town Attorney prior to this item going on the agenda. The Town Attorney's opinion says that the Council should take care of this vacancy in accordance with Section 208. The Council can not make an appointment when there is presently not a vacancy. If this Council goes forward with this appointment, any action that the Council takes in the future will be questionable.

Mr. Galligan explained this issue was sent to the Town Attorney to review this process. The Town Attorney stated in the email that the resolutions were fine from a legal standpoint. You could cite that the appointment is being made pursuant to Charter Section 208, but that is not necessary. Section 208 talks about a vacancy, but does not necessary say the position needs to be vacant. This resolution is showing who the party wants to put up for the position on the Council. Mr. Galligan felt that this could be done and the Town Attorney has said it could move forward. This is a mechanism to make sure the Council is not short a Councilor.

Councilor Carroll felt that the Council is not voting tonight to fill the vacancy but announcing who will be filling the vacancy. The vote will be decided upon at the next meeting.

Councilor Anwar suggested the following language:

WHEREAS, Thomas Delnicki's resignation to be effective January 3, 2017; and

WHEREAS, there will be a vacancy in the Town Council on January 3, 2017

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby appoints Cindy Beaulieu (R) to the South Windsor Town Council for a term ending November 13, 2017 to fill the unexpired term of Thomas Delnicki and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

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14. C. (Continued)

Mayor Delnicki questioned if this suggestion would undermine the legal opinion. Mr. Galligan felt that the suggested language would not change the resolution but would state the facts.

Mayor Delnicki said he would accept this as a friendly amendment

Councilor Maneeley questioned what would be the harm in waiting two weeks to bring this resolution forward. Mr. Galligan stated he would assume at this point, time is everything and in January budgets begin and also work on the strategic planning process. The bottom line was to get someone on as soon as possible.

Councilor Carroll reiterated that the Council is reading this resolution into the record and a vote will be completed at the next meeting to appoint.

Councilor Riley stated that it is clear that the Council is not filling the vacancy tonight and he does not have any objection to the resolution as written or to the language suggested by Councilor Anwar. The vacancy will not be filled until the next meeting.

Councilor Pendleton explained that the Council is voting tonight on an appointment with no vacancy. This present Council can not dictate the decision of a future Council. Mrs. Beaulieu has been a Council member previously and understands the budget process.

Deputy Mayor Mirek stated that the way she reads Section 208 of the Town Charter is it speaks about filling a vacancy, it does not say anything about appointing.

Councilor Anwar stated that the comment by the Town Attorney states the Council could cite that the appointment is being made pursuant to Charter, Section 208 and we do not have that language in the resolution. That language could be added. Mayor Delnicki said that if the Council feels that will clear up this situation, he does not have a problem adding in that language because it will provide a historical context, the total legislative intent, and that the Town Attorney weighed in to validate the process. Mayor Delnicki

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ITEM:

14. C. (Continued)

accepted the suggested language as a friendly amendment as well as adding in based on the Town Attorney's opinion.

Councilor Snyder called for a point of order and requested that the friendly amendment be read into the record for clarification.

Councilor Anwar read the resolution with the friendly amendments as proposed:

WHEREAS, Thomas Delnicki's resignation is to be effective January 3, 2017; and

WHEREAS, there will be a vacancy in the South Windsor Town Council on January 3, 2017

NOW, THEREFORE, BE IT RESOLVED that pursuant to the Town Charter, Section 208 and the opinion of the Town Attorney, the South Windsor Town Council hereby appoints Cindy Beaulieu to the South Windsor Town Council for a term ending November 13, 2017 to fill the unexpired term of Thomas Delnicki and postpones consideration of this motion until the Town Councils next regularly scheduled meeting.

Councilor Snyder called for another point of order. The Council has the original resolution and then there is an amendment, will the Council vote on the amendment? Mayor Delnicki stated that these amendments were friendly amendments. Mayor Delnicki said he would accept these friendly amendments. Councilor Carroll stated he would not accept the friendly amendments because he does not feel the language regarding the Town Charter, Section 208 is necessary.

Mayor Delnicki called for a vote on the resolution as amended. It passed on a roll call vote of 6 to 1 with 2 abstentions with Mayor Delnicki, Deputy Mayor Mirek, Councilor Anwar, Councilor Havens, Councilor Maneeley, and Councilor Snyder voting in favor of the amendment; Councilor Carroll voting in opposition of the amendment; and Councilor Pendleton and Councilor Riley abstaining.

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ITEM:

14. C. (Continued)

Mayor Delnicki called for a vote on the amended resolution. It passed on a roll call vote of 8-0 with 1 abstention with Mayor Delnicki, Deputy Mayor Mirek, Councilor Anwar, Councilor Carroll, Councilor Havens, Councilor Maneeley, Councilor Riley and Councilor Snyder voting in favor of the amended resolution; and Councilor Pendleton abstaining.

The amended resolution to read as follows:

WHEREAS, Thomas Delnicki's resignation is to be effective January 3, 2017;
and

WHEREAS, there will be a vacancy in the South Windsor Town Council on
January 3, 2017

NOW, THEREFORE, BE IT RESOLVED that pursuant to the Town Charter, Section 208 and the Town Attorney's opinion, the South Windsor Town Council hereby appoints Cindy Beaulieu (R) to the South Windsor Town Council for a term ending November 13, 2017 to fill the unexpired term of Thomas Delnicki and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

E. Resolution Appointing Paul Mozzicato (R) 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 Paul Mozzicato (R) to the Patriotic Commission for a term ending December 31, 2017 to fill a vacancy of an unexpired term and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

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

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ITEM:

14. New Business (*Continued*)

F. Resolution Approving an Annual Salary Increase for the Registrars of Voters for Calendar Years 2017 and 2018

WHEREAS, The Registrar(s) of Voters are elected positions, serving a four-year term; and

WHEREAS, The Registrar(s) of Voters rate of compensation is, by State Statute, to be paid by the municipality

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby stipulates that the annual compensation for the Registrar(s) of Voters shall be \$36,482 each effective January 1, 2017; and

BE IT FURTHER RESOLVED that their annual salary shall be increased to \$37,212 effective January 1, 2018 through December 31, 2018.

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

G. Resolution Endorsing the Plan of the South Windsor Agriculture, Arts & Nature Center Committee

WHEREAS, the South Windsor Town Council requested, through the creation of the South Windsor Agriculture, Arts & Nature Center Committee, a report regarding the future plans for the Priest Farm Property; and

WHEREAS, the Committee received grant funding from two organizations (\$20,000 from the State Office of Historic Preservation and \$4,000 from the South Windsor Community Foundation) which was used to hire a consulting team to assist in a thorough evaluation of the property; and

WHEREAS, the Consulting Team report has been completed and a presentation was shown to the Town Council on December 5, 2016; and

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ITEM:

14. G. (Continued)

WHEREAS, at the May 2, 2016 Town Council Meeting, a resolution was approved to transfer \$20,000 to the Committee in order to secure the property from further vandalism; and

WHEREAS, there is a \$9,000 allotment (paid by Eversource Energy) for an easement to the Priest Farm Property; and

WHEREAS, the next step in the process is for the Committee to hold open public information meetings to discuss the long range plan of the property

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby endorses this project; and

BE IT FURTHER RESOLVED that the South Windsor Town Council encourages the Committee to meet with community members; and to receive the \$9,000 from the Eversource easement payment to assist in the continuation of this project.

Was made by Councilor Snyder
Seconded by Mayor Delnicki

Councilor Snyder stated that the support from the Town for this project has been very appreciated. This plan is a long range plan and every dollar amount will help this project to reach it's long term goal.

Mr. Paterna who is Co-Chairperson of the South Windsor Agriculture, Arts & Nature Center Committee for the Priest Farm project came before the Council and explained that because this is such a long range plan the Committee is looking at potential future grant funding. The first step for the Committee is to try to get the farm house renovated, a resident farmer living on the property and the property to be farmed.

Councilor Anwar felt that this project preserves the Town's historical heritage and will support this resolution.

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ITEM:

14. G. (Continued)

Answering questions from Councilor Riley, Mr. Paterna explained that the project at this time is to meet with community members to show them the long range plan and also with the endorsement from the Council on this project, it will give the Committee the ability to look for future funding sources. The Committee would rather know that the Council is supporting this project in order to move forward to search for grants. The Committee will come back to the Council in the future and report further on this project.

Councilor Riley asked if the Committee is looking for the Council's support on the current direction as represented by the presentation at the last Town Council meeting which may be subject to change. Chairman Paterna stated that is correct.

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

H. Resolution Endorsing the Recommendation of the Energy Committee and Authorizing Town Manager, Matthew B. Galligan to Request Eversource Energy to Expedite the Conversion of Cobra Head Streetlights

WHEREAS, the Energy Committee has been working on the conversion of streetlights to LED technology for approximately two years; and

WHEREAS, Eversource Energy recently informed the Town that the price for the net book value of the streetlight fixtures had increased which would mean the Town would have to do the project in phases; and

WHEREAS, Eversource Energy stated that they would retrofit all cobra head streetlights to LED which will give South Windsor an annual savings of approximately \$55,000; and

WHEREAS, the Energy Committee has reviewed various LED retrofit/purchase options and is recommending that the Town Council authorize Town Manager, Matthew B. Galligan to request Eversource Energy to retrofit all cobra head streetlights with LED technology

(Resolution Continued on Next Page)

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

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December 19, 2016

ITEM:

14. H. (Continued)

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby endorses the recommendation of the Energy Committee and authorizes Town Manager, Matthew B. Galligan to request Eversource Energy to expedite the conversion of cobra head streetlights to LED technology by the third quarter of 2017.

Was made by Deputy Mayor Mirek
Seconded by Councilor Snyder

Mr. Steve Wagner who is the Chairperson of the Energy Committee came before the Town Council and explained that the resolution refers to cobra heads streetlights. The Town has two kinds of streetlights in Town. One being cobra heads which hang off of telephone poles and the other is called decorative fixtures. At this time, Eversource has offered to convert the cobra head fixtures to LED. PURA has not approved a rate for the decorative fixtures so that may happen in the future. The Energy Committee has been looking at converting the Town streetlights to LED lights for two years with a variety of ideas, which has not been successful. Eversource has now offered to convert the Town lights in the second quarter of next year. There were three options that the Committee reviewed. Two of the options appear to save more money then the option being recommended by the Committee but they are much more complicated and increase the burden on Town staff. The net savings for the recommended option is approximately \$55,000 per year. The Committee unanimously recommends that Eversource convert the cobra head streetlights to LED. The Committee did contract with Ameresco to do an audit and help the Town set up this project for a charge of \$72,465 which has not been paid yet. This amount would have been paid out of the savings from the other options but will need to be paid if the Council decides to go with the recommendation of the Committee.

Deputy Mayor Mirek informed the Council that with the other options, the Town would not receive the taxes and would put more burden on the Town staff. The Town would have spent \$1.5 million dollars to do the conversion of some of these lights and then would see the savings. In the recommended

(Resolution Continued on Next Page)

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ITEM:

14. H. (Continued)

option, the Town could start see a savings of \$55,000 with no risks involved. In just a couple of years the Town will have Ameresco paid and will see a savings. Mr. Wagner added that the biggest consideration was if Public Works had an added task of managing streetlights, additional staff may have been necessary.

Councilor Anwar thanked the Energy Committee for their hard work and he said he would support this.

Councilor Carroll questioned how long before the Town would start seeing the savings? Mr. Wagner explained that every time Eversource does a light you will immediately see a reduction in the electric bill. For the budget purposes, the Town will see it next year.

Councilor Carroll then asked the Town Manager if the Town will be able to pay the \$72,000 in this years budget? Mr. Galligan explained that he would go through the budget to find those funds. Mr. Galligan also stated that \$72,000 may sound like a lot but if the Town were to do the project with leasing it would have cost a lot more money and he feels it is better for the Town to go in this direction.

Councilor Carroll stated that this option makes a lot of sense as the LED pricing drops. The Town avoids the risk with the other options and will realize the savings within two years. It is hopeful the decorative lights come along soon so the Town can realize the savings with those fixtures.

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

I. Resolution Referring the Proposed Project of Kevin's Kourt to the Planning & Zoning Commission Pursuant to Section 8-24 of the Connecticut General Statutes

WHEREAS, any plan to use Town funds and to do improvements to property owned by the Town must first be submitted to the South Windsor Planning & Zoning Commission for a report pursuant to Section 8-24 of the Connecticut General Statutes

(Resolution Continued on Next Page)

**TOWN COUNCIL
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December 19, 2016

ITEM:

14. I. (Continued)

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby refers the proposed project of Kevin's Kourt to the South Windsor Planning & Zoning Commission pursuant to Section 8-24 of the Connecticut General Statutes.

Was made by Councilor Pendleton
Seconded by Councilor Anwar

Councilor Pendleton requested that if the Town Council is referring to a section, the section be put into the Town Council's packet.

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

J. Resolution Approving a Transfer of \$10,000 from the Contingency Account to the Kevin's Kourt Project

BE IT RESOLVED that the South Windsor Town Council hereby approves a transfer of \$10,000 from the Contingency Account to the Kevin's Kourt Project to cover costs associated with the development of Kevin's Kourt.

Was made by Councilor Riley
Seconded by Councilor Snyder

Answering questions from Councilor Riley, Mr. Galligan felt there is no reason not to move forward with this resolution even with an 8-24 referral being requested.

Councilor Snyder stated that this is a fabulous project and the \$10,000 will go a long way to help complete this project.

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

L. Resolution Approving a Refund of Taxes to Eighteen (18) South Windsor Taxpayers

(Resolution Continued on Next Page)

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December 19, 2016

ITEM:

14. L. (Continued)

BE IT RESOLVED that the South Windsor Town Council hereby approves a refund of property taxes to eighteen (18) South Windsor Taxpayers, the total of said refund being \$9,682.56 and as more fully described on attached **Exhibit C.**

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

**M. Discussion Item: Allowing the Public to Speak after each Agenda Item:
(requested by Mr. Don Gonsalves)**

Councilor Carroll felt that since Mr. Gonsalves left, this item should be discussed at a later meeting. Mr. Galligan explained that it would be considered unfinished business on the next Town Council agenda and therefore would be moved up on the agenda.

**N. Discussion Item: Development of a Solar Farm on the Portion of the Town Owned Land that Parallels the East Side of Barber Hill Road
(requested by Councilor Carroll)**

Councilor Carroll explained that he would like to discuss the development of a solar farm on a portion of the Town owned land that parallels the east side of Barber Hill Road. Last April there was a resolution authorizing the Town Manager to sign and execute a Memorandum of Understanding with Greenskies Renewable Energy. There were local neighbors that were not in approval of this project. Since that time, Councilor Carroll feels there is a way to do this project where it will not impede on anyone. Screening could be put into place so nobody will see anything. Presently the Town gets \$1,500 per month to allow a farmer to use the property. This project would produce a savings of \$114,000 per year. These funds could be used towards other projects in Town.

(Discussion Continued on Next Page)

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ITEM:

14. N. (Continued)

Mr. Galligan felt that the Town could superimpose where the solar panels could be placed and the Council can discuss it at a future meeting. The Town could speak with residents after the Council reviews the plan and feels the Town should move forward. Greenskies are interested in doing solar and energy projects but will have to wait until the next round through DEEP. The State only allows so many megawatts to be released at certain times.

Councilor Carroll felt that if the Town were prepared for this project then it could move forward smoothly.

Mr. Wagner explained that the Energy Committee has discussed this project in the past. The Town would lease land to Greenskies who will build a solar farm. Greenskies will sell their electricity to the utility and it will not affect the Town's budget. The funds would be produced through the lease. The Energy Committee has also discussed Virtual Net Meter projects which is something that would impact the Town's electric bill. The money would be produced through the savings in the electric bill. The Town would have the ability to build a solar farm which would share the property with agriculture.

Councilor Anwar informed the Council that when this was discussed previously, Councilor Riley had recused himself from these discussions. Councilor Riley explained that there is not a resolution and he has not spoken on this discussion at all. Councilor Anwar then stated that most of the neighbors were against this project and he is not sure why this item is being brought back. There has been no information provided that would suggest the neighbors have changed their minds.

Councilor Carroll stated he fully welcomes having discussions with the neighbors and really feels this is something that should be reviewed. This project will produce revenue for the Town which can be used towards other projects.

(Discussion Continued on Next Page)

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ITEM:

14. N. (Continued)

Councilor Snyder said that the last time when this item was brought up, there was not a lot of time to review this project. By reintroducing this project, the Council will have time to thoroughly review this project. This project will produce alternative ways of funding other projects.

Answering questions from Councilor Snyder, Mr. Galligan explained that this money would be produced annually. What happened last time is the State called and wanted a proposal to be submitted in two weeks. If the Council reviews this now, it will give the Town the time to be ready to do a project when the State wants the Town to go for an RFP. Mr. Galligan also felt that other properties could be looked at also.

Councilor Snyder stated she feels the Energy Committee should be working on this project. Councilor Snyder also felt that a consensus of the Council is necessary before any work is done on this project.

Mayor Delnicki felt that a dialogue with the neighbors should first be held which will be the main driver. This will allow the neighbors to be fully involved.

Councilor Anwar stated that he is not in favor of this.

Councilor Pendleton said she would not vote for a consensus because the Council has already heard from the neighbors who do not want a solar farm near their property. This property should be kept agricultural.

Deputy Mayor Mirek questioned how the property is being used presently? Mr. Galligan explained that the Town owns the property. There is about 110 acres but only about 20 to 30 acres could be used for solar. The reason this property was looked at is because it is close to the Barbour Hill Substation. Mr. Galligan said he could have discussions with the neighbors and show them what the Town is looking at. There are other properties that could be looked at to where there may be less intrusion. Deputy Mayor Mirek stated she would like to look at all of the properties that are available and questioned

(Discussion Continued on Next Page)

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ITEM:

14. N. (Continued)

if the property is being used for farming? Mr. Galligan stated that the property is being leased to a farmer at this time.

Deputy Mayor Mirek stated she feels this project is worth reviewing.

Councilor Maneeley feels it is all about the approach and how a project is presented to the residents. There are other areas that could be looked at for a project like this. The Council should review this project with the neighbors.

Councilor Snyder felt this project should be reviewed.

Councilor Carroll feels it is worth looking at to get all of the information necessary to make a decision. All of the information should be gathered to see if this is a feasible project and then discuss it with the neighbors.

Councilor Riley stated he would not be weighing in on this discussion.

Mayor Delnicki felt that a dialogue should first be started with the neighbors.

Mr. Galligan stated that he would get GIS mapping to look at other locations as well.

15. Passage of Ordinance

None

16. Communications and Reports from Town Manager

Mr. Galligan reported on delinquent sewer fees; the standard operating procedure; revaluation; and Budget Impacts, as shown in attached **Exhibit D**. Mr. Galligan informed the Council that the Town's collection rate is approximately 98.6%. Mr. Galligan explained to the Council that he would not worry about the school bonds for the next season at this time but in the future there may be concerns about getting funds from the State. CRCOG and CCM just recently put out a letter

(Discussion Continued on Next Page)

**TOWN COUNCIL
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ITEM:

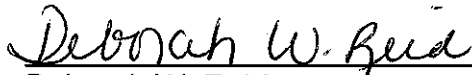
16. Communications and Reports from Town Manager

regarding the Public Health Department, both organizations do not feel merging health departments would be a good idea and will cost municipalities more with no benefits.

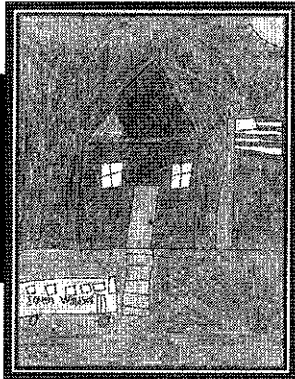
Councilor Riley voiced his concern regarding the number of individuals who are delinquent in paying their sewer fees.

At 11:00 p.m. Deputy Mayor Mirek made a motion to extend the meeting. Councilor Carroll seconded the motion; and the motion failed with Councilor Pendleton stating no.

Respectfully submitted,



Deborah W. Reid
Clerk of the Council



South Windsor Public Schools Elementary Schools Master Plan

Town Council Update

December 19, 2016

David S. Joy, Chairman, Board of Education

Kate Carter, Ed.D., Superintendent of Schools

1

Strategic Planning

2011 – 2014 Strategic Plan



Develop a long-range elementary facilities plan that promotes a safe, engaging learning environment that is accessible to all students and community members through a “staggered” construction and referenda approach

2015 – 2018 Strategic Plan

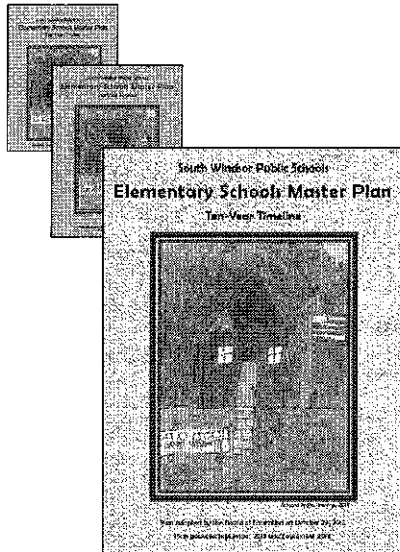


Achieve 2015-2018 goals outlined in Elementary Facilities 10-Year Master Plan

- Complete Phase One tasks
- Begin tasks associated with Phase Two

2

Elementary Facilities Master Plan



- Three-phase approach with staggered referenda and construction
- Move from five to four elementary schools; close Wapping
- “1 – 2 – 1” Referenda Schedule to address the four schools

Phase 1: Orchard Hill

Phase 2: Eli Terry and P.R. Smith

Phase 3: Pleasant Valley

Year	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Orchard Hill																	
Eli Terry																	
P.R. Smith																	
Pleasant Valley																	

Overview of Ten Year Plan

PHASE 1

Referendum: March 2014

New School Opens: Aug 2017

- Construction of new PK-5 school (Orchard Hill)
- Close Wapping school
- Redistrict Wapping students to four remaining schools
- Return Wapping to the town
- Use old Orchard Hill as “swing space” during Phase 2 and Phase 3 construction

PHASE 2

Referendum: March 2017

New Schools Open: Aug 2020

- Construction of new K-5 school (Eli Terry)
 - Students remain in old Eli Terry during construction
 - Old Eli Terry demolished when new school opens
- Construction of new K-5 school (Philip R. Smith)
 - Old PRS demolished, students move to old Orchard Hill during construction

PHASE 3

Referendum: March 2020

New School Opens: Aug 2023

- Construction of new K-5 school (Pleasant Valley)
 - Students move to old Orchard Hill during construction
- When new school opens, return old Orchard Hill to the town

Status of Phase 1

On Time and On Budget!



- New Orchard Hill School building construction project is adhering to budget approved by South Windsor residents in 2014.
- 63% of construction has been completed as of December 2, 2016.
- On schedule for substantial completion by May 2017.

5

Elementary Redistricting

- Worked closely with professionals to design redistricting plan
- Assessed districtwide programming needs
- Analyzed current and future enrollment
- Created district boundaries that align with current and future phases
- Met enrollment targets to maximize state reimbursement
- Avoids need for further redistricting in future projects
- Districtwide changes in staffing assignments due to school closure
- Transition activities for students and families already underway

6

Phase 2 Overview

Two new schools to be built on existing campuses

Eli Terry K-5 elementary school

- 463 students / 66,586 gross sq. ft.
 - Includes district-wide Medically Fragile and Elementary Intensive Programs
- Construct new building while occupying existing building
- Demolish existing building after new building is ready

Philip R. Smith K-5 elementary school

- 390 students / 58,243 gross sq. ft.
- Demolish existing building (students move to old Orchard Hill "swing space")
- Construct new building on cleared site

7

Changes to Phase 2 Approach

Philip R. Smith, originally proposed as a renovation, will now be new construction, in order to:

- Minimize risks with the proposed new state guidelines
- Maximize state reimbursement
- Minimize financial risks of the unforeseen conditions within PRS
- Equitable facilities for all elementary schools
- Maximize site functionality
- Benefit from newer energy efficiency measures

8

Phase 2 Budget Development

Factors Behind Budget Development

<u>Building Size</u>	<u>Building Quality</u>	<u>Site and Existing Building Conditions</u>	<u>Project Schedule</u>
<ul style="list-style-type: none"> •Size dictated by: <ul style="list-style-type: none"> • Number of Students • Educational Specifications 	<ul style="list-style-type: none"> •Building material •Roof style •Sustainability 	<ul style="list-style-type: none"> •Hazardous Materials •Ledge •Water table 	<ul style="list-style-type: none"> •Cost Escalation

9

Phase 2 Budget Summary

Depending on DAS approval of our space waiver requests, state reimbursement of project costs for each school will range between 32.42% and 37.14%

Total Cost of Phase 2 = \$69.9MM

- South Windsor share (62.86% to 67.14%) = \$44.1MM to \$46.9MM

Philip R. Smith Total Cost = \$32.5MM

- South Windsor share (62.86% to 67.86%) = \$20.5MM to \$22.0MM

Eli Terry Total Cost = \$37.4MM

- South Windsor share (62.86% to 66.56%) = \$23.6MM to \$24.9MM

10

Projected Tax Impact of Phase 2

Incremental Tax Impact of Phase Two Based on Home Values									
Home Market Value	Taxable Assessment	2021	2022	2023	2024	2025	2026	Total Cost 6 Years	Average Monthly Cost
200,000	140,000	\$32.20	\$35.00	\$35.00	\$42.00	\$30.80	\$7.00	\$182.00	\$2.53
250,000	175,000	\$40.25	\$43.75	\$43.75	\$52.50	\$38.50	\$8.75	\$227.50	\$3.16
300,000	210,000	\$48.30	\$52.50	\$52.50	\$63.00	\$46.20	\$10.50	\$273.00	\$3.79
350,000	245,000	\$56.35	\$61.25	\$61.25	\$73.50	\$53.90	\$12.25	\$318.50	\$4.42
400,000	280,000	\$64.40	\$70.00	\$70.00	\$84.00	\$61.60	\$14.00	\$364.00	\$5.06
450,000	315,000	\$72.45	\$78.75	\$78.75	\$94.50	\$69.30	\$15.75	\$409.50	\$5.69
500,000	350,000	\$80.50	\$87.50	\$87.50	\$105.00	\$77.00	\$17.50	\$455.00	\$6.32
Mill Rate Increase		0.23	0.25	0.25	0.30	0.22	0.05		

Prepared by Matthew Galligan, South Windsor Town Manager

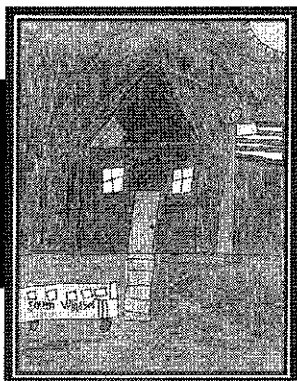
Note: Tax impact has been conservatively estimated based on assumption of no State approval of our space standard waivers prior to preparation of referendum materials. State review of space waiver request will not occur prior to the referendum.

11

Phase 2 Referendum Planning

- In January, BOE will formally request Town Council to set March 21, 2017 as the Phase 2 referendum date
 - Schools are already scheduled for a Teacher Professional Development Day to avoid students in session during voting
- Superintendent of Schools is working with Town Clerk and Town Manager on planning and preparing for the referendum
- Town Manager and Superintendent of Schools will work with bond counsel and town attorney to prepare neutral explanatory text
- Neutral explanatory text will be mailed to all households

12



Celebrating Community Engagement

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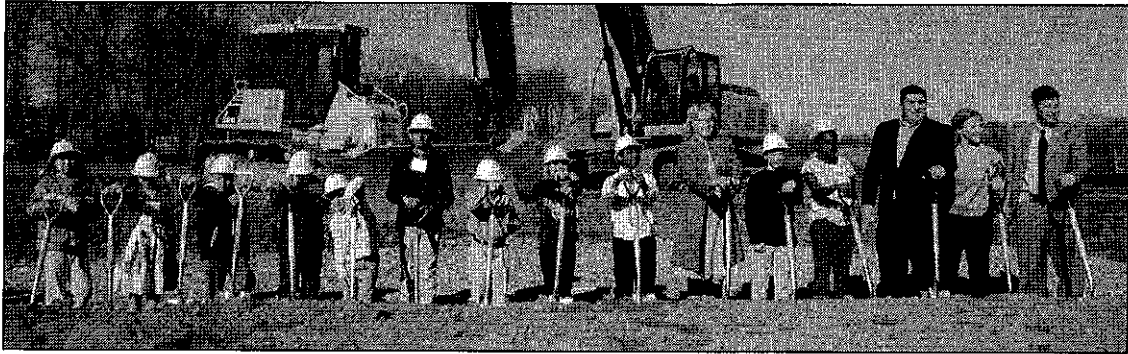
Community Engagement



Ground Breaking

14

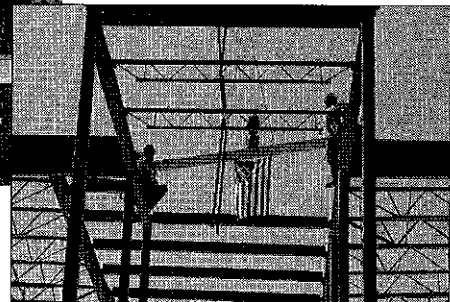
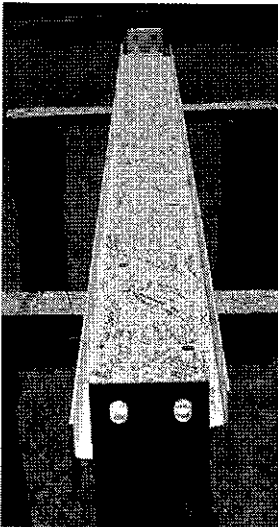
Community Engagement



Ground Breaking

15

Community Engagement



Beam Signing and Topping Off

16

Community Engagement

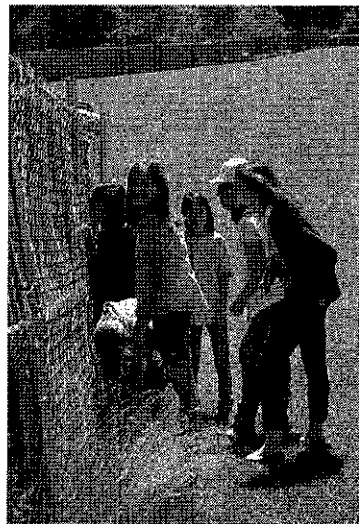
Student Learning



17

Community Engagement

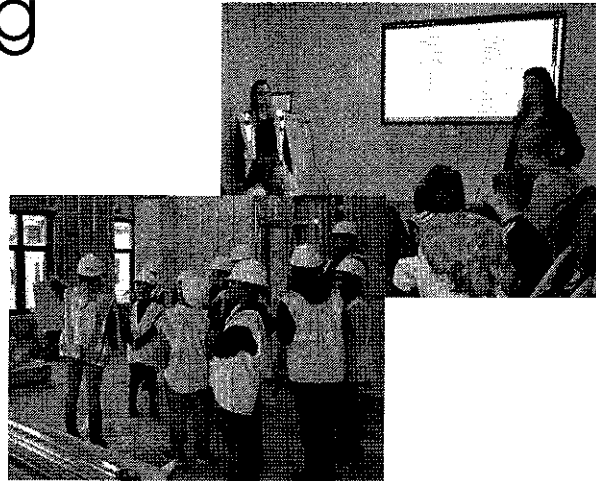
Student Learning



18

Community Engagement

Student Learning

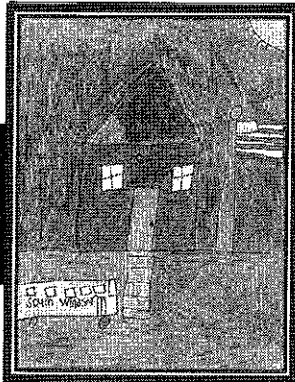


19

Thank You for Your Support!



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South Windsor Public Schools Elementary Schools Master Plan

Questions?

Exhibit C

TAX REFUNDS

ARI Fleet LT 4001 Leadenhall Road Mmount Laurel, NJ 08054 2013/HONDA/5FN9YF4H90DB034118 Reason: Sold 4/15	\$ (362.12)	ARI Fleet LT 4001 Leadenhall Road Mmount Laurel, NJ 08054 2013/TOYT/STDDK3EH5DS204078 Reason: Sold 5/15	\$ (292.69)
Ally Bank P O Box 9001951 Louisville, KY 40290 2013/CADI/2G61V5S34D9153361 Reason: Vehicle sold 7/15	\$ (166.62)	Arnold, Diane M. 320 Diane Drive South Windsor, CT 06074 1998/HONDA/JHMBB6249WC009761 Reason: Sold 7/16	\$ (16.02)
Ally Financial P O Box 9001951 Louisville, KY 40290 2012/GMC/2GKFLREK4C6129729 Reason: Vehicle sold 3/2015	\$ (264.19)	Aucoin, Kristin C/O Kristin Natale P.O. Box 7145 Breckenridge, CO 80424 2009/JEEP/1J8GR48K49C544085 Reason: Out of state registration, CO 9/15	\$ (354.83)
Ally Financial P O Box 9001951 Louisville, KY 40290 2012/DODG/2C4RDGDG3CR409549 Reason: vehicle sold 10/14	\$ (423.50)	BMW Financial Services Attn: Tax, 5550 Britton Parkway Hilliard, OH 43026 2013/BMW/WBA3B9G5XDNP39444 Reason: Sold 3/16	\$ (443.63)
Ally Financial P O Box 9001951 Louisville, KY 40290 2012/DODGE/1C4RDJAG3CC153259 Reason: replaced 7/15	\$ (101.22)	BMW Financial Services Attn: Tax, 5550 Britton Parkway Hilliard, OH 43026 2013/BMW/WBSFV9C58DD096085 Reason: Sold 6/16	\$ (419.95)
Ally Financial P O Box 9001951 Louisville, KY 40290 2012/JEEP/1C4RFAG9CC208304 Reason: sold 2/15	\$ (372.71)	Distinctive Gardens & Tree Care LLC 48 Patria Road South Windsor, CT 06074 2011/MISS/5WFB0815BW012480 Reason: traded 11/15	\$ (76.96)
Ally Financial P O Box 9001951 Louisville, KY 40290 2012/CHEV/1GNSKCE00CR198549 Reason: sold 5/15	\$ (370.88)	HONDA Lease Trust 600 Kelly Way Holyoke, MA 01040 2013/HONDA/2HKRM4H36DH650932 Reason: sold 2/16	\$ (284.75)
Anderson-Ratliff, Carly 814 5Th Avenue Brunswick, MA 21716-1520 2012/SUBARU/JF2SHABC0CH405524 Reason: out of state registration 5/16	\$ (153.92)	Pacquing, Vincent J. 9215 S W215Th Terrace Cutler Bay, FL 33189-3815 2001/LOTU/SCCDC08271HA10205 Reason: sold 8/2015	\$ (40.56)
Flynn, Carole L. 150 Berle Road South Windsor, CT 06074 Reason: overpayment	\$ (5,524.85)	Pacquing, Vincent J. 9215 S W215Th Terrace Cutler Bay, FL 33189-3815 1997/AUDI/WAUBB88D3VA199519 Reason: out of state registration FL 7/15	\$ (13.16)

Mrs. Bonnie Rabin, Collector of Revenue

Total Refund

\$ (9,682.56)

Date: 12/14/16

TOWN MANAGER'S REPORT

To: Members of the South Windsor Town Council

From: Matthew B. Galligan, Town Manager

Subject: Town Manager's Report for 12/19/16 Town Council Meeting

Date: December 16, 2016

Revaluation

The Council had a few questions regarding the revaluation. The company performing the revaluation in South Windsor is Vision Government Solutions. They were the successful bidder on the RFP. The total cost for this project is \$314,450 and will be spread over a two-year period as it will take that amount of time to complete the project. Vision has sent out information to residents regarding assessment appointments, and Vision employees will have their IDs properly displayed.

Delinquent Sewer Fees

There was a question about the amount of money being paid to constables and outside firms to provide collection services for delinquent sewer fees. Both the constables and collection company are collecting 15% as payment which is the standard rate that is applied under Connecticut General Statutes. I met with the WPCA Chairman, a WPCA member, Superintendent of Pollution Control, Director of Finance, and Collector of Revenue to discuss the standard operating procedures for the collection of delinquent sewer fees. There are approximately 1,100 accounts out of 8,900 that do not pay their fees on time. Out of those 1,100 accounts, there are approximately 200-250 accounts that owe a fee for the current fiscal year.

We are proposing to have the constables collect for the current fiscal year fees which have a 60-day lien. After the 60 days, the fee collection, as well as all prior year liens, will go to the company chosen by the WPCA. This process will start on February 15th. It is my understanding that the new software in the Tax Collector's Office allows for up to 500 warrants to be issued at once. The previous software only allowed for one warrant to be issued at a time. This will hopefully speed up the process, but there will also be a

learning curve, and the office just had a full-time employee retire. I will be discussing this process at length during the Council meeting.

Budget Impacts

Don Gonsalves raised the issue of the impacts on South Windsor of the State of Connecticut's deficit and the State's bond downgrading. I have asked Debbie Reid to put this discussion item on the January 3, 2017 agenda as we are in the midst of preparing for next year's budget. I had a Staff Meeting to review budget requests moving forward knowing that the 2.5% municipal spending cap will be in place along with other revenues that I am concerned about. We will go into more detail on the January 3, 2017 meeting on some areas that we should watch that may have negative impacts on the Town of South Windsor. I will also provide recommendations on the budget for Fiscal Year 2017/2018.

Contingency Items

At the last Town Council meeting, Craig Zimmerman gave a presentation on Kevin's Kourt. I know that the Town Council suggested utilizing the Mini-Matching Grant program for this project. Currently, there is no money in that account. I am asking the Council to approve the transfer of \$10,000 from contingency that will help move this worthwhile project along.

I am also asking for a transfer from contingency of an additional \$5,000 for Wood Memorial Library. They had asked for this amount previously, but I could not guarantee that amount until after the November election revealed the State's fiscal dilemma. At this point, I feel it is appropriate to honor their request for the additional \$5,000.

Elementary Schools Master Plan

I sent to you a copy of the community update on the Elementary Schools Master Plan Phase II. Chairman David Joy will be attending the Monday meeting to discuss the next phase. I prepared the tax impacts so the Superintendent could disperse the information to residents in a timely manner. We will have to put together a schedule as there is a

proposed referendum date for March 2017. We will work with the Town Attorney to ensure we meet the legal aspects of referendum timing. As soon as I meet with the Town Attorney, we will set that schedule for the Council and Board of Education.