

**TOWN COUNCIL  
TOWN OF SOUTH WINDSOR**

**Minutes**

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**July 17, 2017**

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

**1. Call Meeting to Order**

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

**4. Roll Call**

Members Present: Mayor Carolyn Mirek  
Deputy Mayor Janice Snyder  
Councilor M. Saud Anwar  
Councilor Cindy Beaulieu (arrived at 7:06 p.m.)  
Councilor William Carroll  
Councilor Liz Pendleton  
Councilor Matthew Riley

Members Absent: Councilor Edward Havens  
Councilor Lisa Maneeley

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

None

**6. Public Input (Items Not on the Agenda)**

None

**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: Joint Work Session Minutes of April 24, 2017; and Regular Meeting Minutes of July 3, 2017.

Was made by Deputy Mayor Snyder  
Seconded by Councilor Pendleton

Mayor Mirek called for a vote on the motion; approval of the minutes passed on a roll call vote of 5 to 0 with Councilor Carroll abstaining.

**8. Public Petitions**

None

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**ITEM:**

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

Mayor Mirek called for a moment of silence in observance of the death of Richard Ryan. Mr. Ryan was a former Mayor of the Town of South Windsor.

**10. Reports from Standing Committees**

Deputy Mayor Snyder reported that the Planning & Zoning Commission held a public hearing on June 13, 2017 to add language to their regulations which would prohibit casinos in the Buckland Gateway Development Zones.

**11. Reports of Temporary Committees**

None

**12. Public Participation (Items on the Agenda)**

None

**13. Consent Agenda**

None

**14. Unfinished Business**

**A. Resolution Appointing Neil Caron (U) to the Greater Hartford Transit District**

BE IT RESOLVED that the South Windsor Town Council hereby appoints Neil Caron (U) to the Greater Hartford Transit District for a term ending December 12, 2020 to fill the expired term of Bruce Snow (R).

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

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**ITEM:**

**14. Unfinished Business (Continued)**

**B. Resolution Appointing Janet Utay (U) an Alternate to the Historic District Commission**

BE IT RESOLVED that the South Windsor Town Council hereby appoints Janet Utay (U) an Alternate to the Historic District Commission for a term ending November 30, 2017 to fill the unexpired term of Nadine Hassan-Caron.

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

**C. Resolution Appointing Ritu Goel (D) to the Human Relations Commission**

BE IT RESOLVED that the South Windsor Town Council hereby appoints Ritu Goel (D) to the Human Relations Commission for a term ending November 30, 2017 to fill the unexpired term of Karen Patterson.

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

**15. New Business**

**A. Resolution Accepting the Resignation of Charles Margolis (D) from the Human Relations Commission**

BE IT RESOLVED that the South Windsor Town Council hereby accepts with regret, the resignation of Charles Margolis (D) from the Human Relations Commission, said resignation to be effective immediately; and

BE IT FURTHER RESOLVED that the South Windsor Town Council extends its thanks to Charles Margolis for the time he has dedicated to serving his community by his membership on the Human Relations Commission.

**(Resolution Continued on Next Page)**

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**ITEM:**

**15. A. (Continued)**

Was made by Councilor Pendleton  
Seconded by Councilor Anwar

Councilor Anwar thanked Charles Margolis for his service to South Windsor and stated that Mr. Margolis has held an important role in the activities that this Commission supports. Surrounding Towns have used South Windsor as a model to develop their Human Relations Commission.

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

**B. Resolution Accepting the Resignation of Toby Lewis (R) from the Housing Authority**

BE IT RESOLVED that the South Windsor Town Council hereby accepts with regret, the resignation of Toby Lewis (R) from the Housing Authority, said resignation to be effective immediately; and

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

Was made by Deputy Mayor Snyder  
Seconded by Councilor Anwar  
The motion was approved, unanimously

**C. Resolution Authorizing the South Windsor Town Council to Remove Bryan Jennings (D) from the Mass Transit and Highway Advisory Commission**

WHEREAS, under the Town Charter, Chapter 5, Section 502 (b), the South Windsor Town Council has the authority to remove any member of a Board, Commission, or Committee appointed by it if such member has absented himself/herself from all meetings of his/her Board, Commission, or Committee for a period of three consecutive months; and

**(Resolution Continued on Next Page)**

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**ITEM:**

**15. C. (Continued)**

WHEREAS, Mr. Bryan Jennings (D), a member of the Mass Transit and Highway Advisory Commission has been absent from the Commission meetings for more than a period of three consecutive months

NOW, THEREFORE, BE IT RESOLVED that pursuant to Section 502 (b) of the Charter, the South Windsor Town Council hereby removes Mr. Bryan Jennings as a member of the Mass Transit and Highway Advisory Commission effective immediately.

Was made by Councilor Anwar  
Seconded by Councilor Pendleton

Councilor Anwar thanked Bryan for his service to the Town and explained that Bryan has been traveling out of State and unable to attend meetings.

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

**D. Resolution Authorizing the South Windsor Town Council to Remove Zaheer Sharaf (R) from the Water Pollution Control Authority**

WHEREAS, under the Town Charter, Chapter 5, Section 502 (b), the South Windsor Town Council has the authority to remove any member of a Board, Commission, or Committee appointed by it if such member has absented himself/herself from all meetings of his/her Board, Commission, or Committee for a period of three consecutive months; and

WHEREAS, Mr. Zaheer Sharaf (R), a member of the Water Pollution Control Authority has been absent from the Commission meetings for more than a period of three consecutive months

NOW, THEREFORE, BE IT RESOLVED that pursuant to Section 502 (b) of the Charter, the South Windsor Town Council hereby removes Mr. Zaheer Sharaf as a member of the Water Pollution Control Authority effective immediately.

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**ITEM:**

**15. D. (Continued)**

Was made by Councilor Beaulieu  
Seconded by Councilor Carroll

Mayor Mirek thanked Zaheer Sharaf for the service he has provided to the Town and wished him the best.

Councilor Anwar also wished Zaheer the best and thanked him for his service. Councilor Anwar explained that Zaheer has had health issues which needed to be addressed and therefore could not attend meetings.

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

**E. Resolution Appointing Toby Lewis (R) to the Water Pollution Control Authority and Postponing Consideration of this Motion until the Town Council's Next Regularly Scheduled Meeting**

BE IT RESOLVED that the South Windsor Town Council hereby appoints Toby Lewis (R) to the Water Pollution Control Authority for a term ending November 30, 2017 to fill the unexpired term of Zaheer Sharaf and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

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

**F. Resolution Approving the Planning Department Administrative Fee Scheduled**

WHEREAS, the Planning Department currently offers services without any charge associated for services provided; and

WHEREAS, proposed administrative fees have been established through the Planning Department to offset costs

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**ITEM:**

**15. F. (Continued)**

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby approves the administrative fee schedule for the Planning Department, as shown in attached **Exhibit A**.

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

**G. Resolution Approving a Refund of Property Taxes to Eighteen (18) South Windsor Taxpayers**

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 refunds being \$2,519.26, and as more fully described on attached **Exhibit B**.

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

**16. Passage of Ordinance**

None

**17. Public Input/Participation (Any Matter)**

Mr. Toby Lewis, 32 Linda Lane came before the Council and thanked the Council for all of the work that they do and is happy to see the Council work together cooperatively.

**18. Communications and Petitions from Council**

Councilor Anwar mentioned to the public that there are a number of public hearings for tonight and it is important for people who are interested in these public hearings to remain. Deputy Mayor Snyder added that there are seven public hearings for a variety of amendments or establishment of department fees. The first public hearing will begin at 8:00 p.m.

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**ITEM:**

**19. Executive Session**

At 7:19 p.m. Deputy Mayor Snyder made a motion to go into Executive Session to discuss a personnel issue (Council Clerk's Evaluations). Councilor Pendleton seconded the motion; and it was approved, unanimously.

The following individuals went into Executive Session: Mayor Mirek, Deputy Mayor Snyder, Councilor Anwar, Councilor Beaulieu, Councilor Carroll, Councilor Pendleton, Councilor Riley, and Clerk of the Council Deborah Reid.

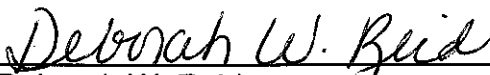
At 8:00 p.m. the Executive Session was recessed in order to hold a public hearing. At 8:18 p.m. the Executive Session was reconvened. At 8:29 p.m. the Executive Session was recessed in order to hold a public hearing. At 8:33 p.m. the Executive Session was reconvened. At 8:45 p.m. the Executive Session was recessed in order to hold a public hearing. At 8:47 p.m. the Executive Session was reconvened.

At 9:00 p.m. Councilor Pendleton made a motion to adjourn the Executive Session. Councilor Carroll seconded the motion; and it was approved, unanimously. At this time the Council will finish the public hearings. At 9:32 p.m. the Council reconvened the Regular Meeting.

**20. Adjournment**

At 9:32 p.m. Deputy Mayor Snyder made a motion to adjourn the Regular Meeting. Councilor Anwar seconded the motion; and it was approved, unanimously.

Respectfully submitted,



Deborah W. Reid  
Clerk of the Council



Town Of South Windsor  
Planning Department  
1540 Sullivan Ave.  
South Windsor, CT. 06074

Zoning Permit:	
New commercial/industrial	\$ 50
New single-family house	\$ 35
Multi-family unit, in-law/ accessory apt	\$ 25
Minor home occupation	\$ 25
Sign permit	\$ 25
Sign permit – replacement	\$ 10
Zoning Certificate of Occupancy (commercial/Industrial Sites)	\$ 30
New single-family house	\$ 25
Multi-family unit, in-law/ accessory apt	\$ 25
Zoning Compliance Letter	\$ 25
Bond Procession Fee	\$ 25 non refundable
Lot split/Lot line revision	\$50
Change Order	\$10 (minor); \$50 (major)

**Engineering Subdivision Review and Inspection Fee:**

(a) All the review and quality control inspections by the Engineering Department of the Town are required in connection with the approval of a subdivision in which public improvements will become Town property and major commercial/multi-family developments, the applicant shall pay an additional processing fee to defray the costs of said review and quality control inspections. Said additional processing fee shall be in the amount of one percent (1%) of public and/or private improvements site costs. This fee shall include a review of the initial plans submitted and the first set of revised plans submitted for review after receiving comments from the Town.

**Technical Consultant Fee:**

(a) When the Director of Planning determines that, in order to fully and properly review and evaluate an application, the Town would require the technical services of an outside consult in the areas of, but not limited to, traffic engineering, architecture, landscaping, civil engineering, etc, the entire fee for such services shall be borne by the applicant.

(b) Upon completion of the technical review and determination of the cost, all fees for any technical services required in section (a) shall be paid in full before the application is acted on by Planning Commission.

**Pricing for Regulations/Maps**

Zoning Regulations with 11"x17" Map.....	\$15
Zoning Maps – 11" x 17" Color .....	\$5
Subdivision Regulations .....	\$6
Wetlands Regulations with Map.....	\$8
Town Plan of Conservation & Development.....	\$15
Public Improvement Specs .....	\$10 or with CD \$25
Scanning of Records .....	\$20 per visit
Digital Copy of Meeting Flat Fee .....	\$10 per meeting (Must provide USB).

Note: PZC Land Use Application Fees Established through the Zoning Regulations

## TAX REFUNDS

Ally Bank, Louisville PPC P.O. Box 9001951 Louisville, KY 40290-1951 2013/CADIL/1G6AA5RA1D0122742 Reason: Sold 3/16	\$ (273.98)	Enterprise F. M. Trust 600 Corporate Park Drive Saint Louis, MO 63105 2011/CHEVR/1GCGWGFA4B1136013 Reason: Sold 10/15	\$ (387.80)
Ally Bank, Louisville PPC P.O. Box 9001951 Louisville, KY 40290-1951 2013/CHEVR/2GNFLEEK7D6148224 Reason: Sold 1/16	\$ (333.92)	Enterprise F. M. Trust 600 Corporate Park Drive Saint Louis, MO 63105 2013/NISSA/JN8AZ1MWXDW308640 Reason: Sold 4/16	\$ (209.23)
Anyatonwu, Samuel K. 57 Edgewood Drive South Windsor, CT 06074-3408 2012/BMW/WBAXH5C50CDW02550 Reason: Overpayment	\$ (12.74)	GNB Woodworks, LLC 58 Gerber Drive Tolland, CT 06084 2005/FORD/1FTPX14525FA85059 Reason: Trade in 6/16	\$ (114.35)
CAB East LLC, Ford Credit Personal Prop. Tax P.O. Box 67000, Deprt. 231601 Detroit, MI 48267-2316 2014/FORD/1FM5K8B83EGB05790 Reason: Out of state registration 4/16	\$ (266.29)	King, Ellen D. & Gregory d. 96 Tumblebrook Drive South Windsor, CT 06074-2219 2000/TOYOT/4T1BF28K1YU938100 Reason: Overpayment	\$ (110.63)
Cohn, Robert S. or Jean 35 Ferry Lane South Windsor, CT 06074-1021 2003/FORD/1FMD773W33UA34991 Reason: Trade in 6/15	\$ (34.35)	Kizis, Scott M. & Karen A. 1180 Pleasant Valley Manchester, CT 06040 Real estate Reason: Overpayment	\$ (39.86)
Diegmann, John Gustave & Shlien, Edna S. 23 Calla Lily Lane South Windsor, CT 06074-2726 2001/FOR/1FMYU70E21UA43157 Reason: Trade in 7/16	\$ (19.98)	Mubaied, Eyad J. & Christine N. 112 Overlook Road South Windsor, CT 06074-1334 2015/SUBAR/4S3BNAN64F3045379 Reason: Out of state registration FL 7/16	\$ (114.70)
Dobson, Debbie A. 1122 Page Boulevard Springfield, MA 01104-3419 2008/HYUND/5NMSH73E88H221553 Reason: Out of state registration MA 6/16	\$ (68.82)	Mubaied, Eyad J. 112 Overlook Road South Windsor, CT 06074-1334 2008/HONDA/5FNRL38488B076277 Reason: Out of state registration FL 7/16	\$ (45.14)
		New Balance, Attn: Mike Disibio, Owner 525 Evergreen Walk South Windsor, CT 06074 Personal Property Reason: Overpayment	\$ (5.39)
		Torres, Israel 1250 Sullivan Avenue South Windsor, CT 06074 Personal Property Reason: Sold 1/16	\$ (58.43)
		Toyota Lease Trust, Pers. Prop. Abatement 19001 S. Western Avenue Terrance, CA 90509-4113 2013/TOYOT/3TMLU4EN2DM126747 Reason: Sold 6/16	\$ (185.00)
		Toyota Lease Trust, Pers. Prop. Abatement 19001 S. Western Avenue Terrance, CA 90509-4113 2013/TOYOT/5TFUM5F10DX046301 Reason: Out of state registration 5/16	\$ (238.65)

TOTAL

-2519.26