

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Minutes

Page 1

September 5, 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 7:03 p.m.

4. Roll Call

Members Present: Mayor Carolyn Mirek
Deputy Mayor Janice Snyder
Councilor M. Saud Anwar
Councilor Cindy Beaulieu
Councilor Lisa Maneeley
Councilor Liz Pendleton
Councilor Matthew Riley

Members Absent: Councilor William Carroll
Councilor Edward Havens

Others Present: Matthew B. Galligan, Town Manager

Deputy Mayor Snyder made a motion to Suspend the Rules to go to Item 14. A. on the agenda. Councilor Anwar seconded the motion; and it was approved, unanimously.

14. Unfinished Business

A. Resolution Appointing Toby Lewis (R) to the Water Pollution Control Authority

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, 2019 to fill the unexpired term of Zaheer Sharaf.

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

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 2

September 5, 2017

ITEM:

5. Communications and Reports from Town Manager

Mr. Galligan reported on the following items:

- The Town of South Windsor will partner with Diverse and Strong to hold an event on September 16th at Nevers Road Park. This event will be sponsored by various businesses and will include fireworks, food, and music. The Town will not have to pay for any of these items.
- A meeting has been scheduled on Monday, September 11, 2017 in the Council Chambers beginning at 7:00 p.m. with Eversource and surrounding neighbors near the Barber Hill Substation to inform the neighbors about the sound barrier installation that will be taking place. Postcards have been sent out to surrounding neighbors.
- There will be one or two more meetings regarding the polling locations in Town to review plans. After the meeting or meetings are held, a report will be submitted to the Town Council.
- Paul Burnham, Chairperson of EDC, and I have signed off on the Mayor TV program that EDC will be running. As soon as more information is received, it will be passed along to the Town Council.
- A meeting was held with Representative Currey. Mr. Galligan explained there is a bill out there for crumbling foundations which looks to have corrective measures taken through captive insurance. There were concerns voiced regarding who would be in charge of the captive insurance because it is felt that the Department of Housing is not a strong enough entity for this issue.

Deputy Mayor Snyder stated that Councilor Carroll had expressed concern about the issue of stolen vehicles in Town. Deputy Chief Custer provided an email with an explanation and links that have more information. The main message is that people should not leave their cars unlocked. Deputy Mayor Snyder requested that the links that were included in Deputy Chief Custer's email be put onto the website so residents can view them.

Answering questions from Councilor Anwar, Mr. Galligan stated that he would call Eversource and find out who they sent postcards to which informed the residents about the meeting that is scheduled on September 11th. The IT Department can give Eversource any or all addresses that they might not have for Frazer Fir Road.

(Discussion Continued on Next Page)

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Minutes

Page 3

September 5, 2017

ITEM:

5. Communications and Reports from Town Manager (Continued)

Council members discussed the event that the Town and Diverse and Strong would be holding. Councilor Anwar felt that Council members should have been involved in planning for this event. Mr. Galligan explained that the Town has programs and events that have not come before the Council in the past and feels that if community members come to him with a good idea, he should be allowed to move forward without the Council's involvement.

Answering questions from Councilor Anwar regarding the calls for repairs for public buildings, Mr. Galligan explained that a study was done four years ago regarding the air quality of public buildings. Some of the repairs are items such as fixing different components in the bathrooms.

Councilor Anwar requested that the Council continue to get this type of reporting. Deputy Mayor Snyder felt that a consensus from the Council would be needed to have this type of request.

Councilor Maneeley made a motion to extend Communications and Reports from the Town Manager past the allotted twenty (20) minutes. Councilor Riley seconded the motion; and it was approved, unanimously.

Mayor Mirek asked for a consensus of the Council to receive this reporting on a regular basis. There was not a consensus.

Answering questions from Councilor Pendleton, Mr. Galligan explained that the only cost to the Town to hold an event with Diverse and Strong may be for police and fire coverage. Mr. Galligan stated that he believes the group for Diverse and Strong are a 501C3.

6. Public Input (Items Not on the Agenda)

Ms. Jessica Vogelgesang from Wood Memorial Library came before the Town Council to make various announcements to the Council and public as follows:

- Open House on Saturday, September 9, 2017 from 10:00 a.m. to 1:00 p.m.

(Public Input Continued on Next Page)

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 4

September 5, 2017

ITEM:

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

- New Executive Director, Carolyn Venne.
- New staff members Khalil Quotap, Amy Hietala, Joan Degen and Rana Elazay.
- New hours: Monday – 10:00 a.m. to 5:00 p.m.; Thursday – 10:00 a.m. to 8:00 p.m. and the Second Saturday of every month from 10:00 a.m. to 1:00 p.m.
- Preschool Story Hour is beginning on September 14th with two sessions.
- Wednesday Afternoon programs is beginning on September 20 from 2:00 p.m. to 4:00 p.m.
- Schools Out Program is on Wednesday, October 11, 2017 from 2:00 p.m. to 4:00 p.m.
- Field trips start on September 22nd.
- Event on September 16th at the Foster Family Farm.

Answering questions from the Council, Ms. Vogelgesang explained that the Preschool programs would have a \$15.00 fee. The Wednesday Afternoon program will cost \$15.00 per session or \$25 for both sessions.

Mr. Don Gonsalves, 40 Bayberry Trail came forward and stated that the Council wasted 45 minutes tonight. Mr. Gonsalves then questioned if the Council has decided on what the Town is going to do when the State cuts all of the funding to South Windsor.

Mr. Galligan stated that he does not know of any decision that has been made. There are different ways to handle this which is to send out a supplemental tax bill or to take some of the items such as trash collector or leaf collection and put those items on a user based payment. The Board of Education has not been asked to make any cuts at this time. Mr. Galligan said he has had discussions with the rating agencies and came up with a list of items that could be cut which they have accepted. At this time, this has not been discussed with the Board of Education or Town Council. Out of the current budget, there have been \$4.9 million dollars in cuts.

(Public Input Continued on Next Page)

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Minutes

Page 5

September 5, 2017

ITEM:

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

State Representative Tom Delnicki came before the Council and explained that there are only two people that can call the Legislature into session to vote on a budget. One is the Speaker of the House, and the other is the Governor by Executive Order, yet Legislature has not been called into session. The State Senate has not even talked about coming in to act on a budget. There have been four dates discussed to come in and act on a budget, but those sessions never happened. There are eighty-five municipalities that will be affected by the Governor's budget at this time if a budget is not passed. Once a budget is passed, the Governor's budget is rescinded. State Representative Delnicki stated he supports the resolution on the agenda tonight.

State Representative Tom Delnicki then stated that there was a bill written that addressed the issue of crumbling foundations which was a good start and he hopes that bill comes back.

Deputy Mayor Snyder made a motion to Suspend the Rules to bring Items 15. C. and 15. D. moved forward on the agenda. Councilor Anwar seconded the motion; and it was approved, unanimously.

15. New Business

C. Resolution Approving the Transfer of \$330.00 from the Contingency Account to the South Windsor Mini-Grant Professional Account

BE IT RESOLVED that the South Windsor Town Council hereby approves the transfer of \$330.00 from the Contingency Account to the South Windsor Mini-Grant Professional Account to cover costs associated with the Citizens Matching Mini-Grant Program.

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

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Minutes

Page 6

September 5, 2017

ITEM:

15. New Business (Continued)

D. Resolution Granting a "South Windsor Citizen Matching Mini-Grant" to Turn the Towns Teal South Windsor and the South Windsor Community Women's Club

WHEREAS, on October 15, 2005 the South Windsor Town Council established the Citizens Matching Mini-Grant Program to encourage Town citizens to help achieve the common goal of "Our Town Our Future" by becoming participants and partners with their Town Government; and

WHEREAS, Turn the Towns Teal South Windsor and South Windsor Community Women's Club have raised sufficient funds and has submitted a proper application to the Town Manager, who after review, has determined that this project meets all the criteria of the program and therefore received his approval to purchase teal lights which will be displayed in the Evergreen Walk Town Center and signs to promote Ovarian Cancer Awareness for the month of September in the Town of South Windsor; and

WHEREAS, the South Windsor Town Council wishes to thank all of the volunteers involved for their support of projects that have enhanced the Town of South Windsor

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council approves a Citizens Matching Mini-Grant for up to \$330.00 to purchase the necessary items to bring Ovarian Cancer Awareness to the residents of South Windsor.

Was made by Councilor Beaulieu
Seconded by Councilor Snyder

Ms. Lara Eaton explained that Turn the Towns Teal was established in 2007 and by 2015 all 50 states had Turn the Towns Teal. The Shops at Evergreen Walk has offered to help promote awareness for the next few years. Ms. Eaton thanked the Council for their support.

(Resolution Continued on Next Page)

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Minutes

Page 7

September 5, 2017

ITEM:

15. D. (Continued)

Councilor Beaulieu stated she is honored to be here today to approve the matching mini grant. This program is tremendous, and she appreciates the effort to bring awareness to South Windsor.

Ms. Easton stated that she had spoken with Councilor Anwar who explained that people need to advocate for themselves and explained the tests that need to be given should be covered by insurance, but are not.

Councilor Anwar stated that each year when awareness is promoted, it saves one life and he is honored to support this resolution.

Mayor Mirek thanked Ms. Eaton and the Community Women's Club and said she hopes that this saves lives.

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

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: Special Meeting of August 28, 2017.

Was made by Deputy Mayor Snyder
Seconded by Councilor Anwar

Mayor Mirek called for a vote on the motion; it failed on a Roll Call vote of 4 ayes (Deputy Mayor Snyder, Councilor Anwar, Councilor Maneeley and Councilor Pendleton), 0 nays and 3 abstentions (Mayor Mirek, Councilor Beaulieu, and Councilor Riley). This item will be brought back at the next meeting.

8. Public Petitions

None

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Minutes

Page 8

September 5, 2017

ITEM:

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

Councilor Maneeley explained that Dr. Carter had reported that the South Windsor public school system opens its doors for the first day of school to 4,156 students. It was an exciting time with the opening of Orchard Hill Elementary School. There were 165 teachers who moved to a classroom different than the one they had taught in previously. Staffs flexibility, resilience and professionalism is what allowed this to occur so smoothly.

10. Reports from Standing Committees

None

11. Reports of Temporary Committees

Mayor Mirek requested the Town Manager to follow up on the scheduling of another Crumbling Foundations Committee meeting.

12. Public Participation (Items on the Agenda)

None

13. Consent Agenda

Deputy Mayor Snyder made a motion to approve Agenda Items 15. A. through 15. B. as the Consent Agenda. Councilor Anwar seconded the motion; and it was approved, unanimously.

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Minutes

Page 9

September 5, 2017

ITEM:

15. New Business (Continued)

- A. Resolution Reappointing John Phillips (R) to the Inland Wetlands Agency/Conservation Commission and Postponing Consideration of this Motion until the Town Council's Next Regularly Scheduled Meeting**

BE IT RESOLVED that the South Windsor Town Council hereby reappoints John Phillips (R) to the Inland Wetlands Agency/Conservation Commission for a term ending June 1, 2021 and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

(Approved by Consent Agenda)

- B. Resolution Appointing James MacDonald (R) an Alternate to the Inland Wetlands Agency/Conservation Commission and Postponing Consideration of this Motion until the Town Council's Next Regularly Scheduled Meeting**

BE IT RESOLVED that the South Windsor Town Council hereby appoints James MacDonald (R) an Alternate to the Inland Wetlands Agency/Conservation Commission for a term ending December 1, 2019 to fill the unexpired term of Daniel Seypura and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

(Approved by Consent Agenda)

- E. Discussion item: Avery Street Reconstruction (requested by Councilor Anwar)**

Councilor Anwar stated that the reason behind this discussion is because Avery Street has a lot of traffic that goes through that area and it is under construction at this time. There was concern expressed by a resident who is being impacted by the noise that occurs during construction because this individual works at night and sleeps during the day. Councilor Anwar requested an update of the Avery Street reconstruction.

(Discussion Continued on Next Page)

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Minutes

Page 10

September 5, 2017

ITEM:

15. E. (Continued)

Mr. Joe Perna, Project Engineer came before the Council and explained that for any construction project, the Town holds a public hearing, so the general public will be allowed to give input and will know what is happening. When a bid is accepted, there is a pre-construction meeting, and it is discussed how to minimize impact to neighborhoods and a traffic control plan in place. When a problem arises, concerns are addressed with the contractor. This phase will be complete at the end of November.

Answering questions from Councilor Anwar, Mr. Perna explained that the Town does not allow construction on the weekend unless there is a special condition that needs to be addressed. The hours that construction happens during the week is 7:00 a.m. to 5:00 p.m.

Councilor Anwar stated that when he spoke to the Town Engineer he was told if the schedule is changed, the project will take longer to complete. Councilor Anwar felt that as the project comes to completion, the noise should decrease also.

F. Discussion Item: Sidewalk Repairs (requested by Deputy Mayor Snyder)

Deputy Mayor Snyder stated that several years ago the Town Council approved an Ordinance which made the Town responsible for sidewalks, which is fine but the Town has not been able to fund this endeavor. This year, the Town has been able to put \$20,000 towards sidewalk repairs.

Mr. Joe Perna, Project Engineer explained that the graph that the Council received are from complaints that have been generated from the public. Mr. Perna reviewed the listing.

Deputy Mayor Snyder stated that she would like to see the Town budget \$50,000 per year in the budget for sidewalk repairs.

(Discussion Continued on Next Page)

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 11

September 5, 2017

ITEM:

15. F. (Continued)

Mr. Perna stated that he feels \$50,000 would put a dent in repairs to the bad sidewalks in three to four years and then hopefully with that amount, the Town could catch up. Having those funds would also help with getting bids to do the job.

Answering further questions from Council members, Mr. Perna stated he would make corrections to the list as the Council may see fit. There are items on the list that are not color coded which means those are items that have not a priority at this time. At this time the Town is focusing on tripping hazards until more funding is put towards this issue. Mr. Perna informed the Council that sidewalk issues occur during frost or due to disruption of utilities and roots from trees. The Town has discussed planting trees further from sidewalks and also have discussed having utility companies take out bonds for projects that occur to have them be responsible for any damage that may occur.

G. Discussion Item: Progress of the Recreation Department's Move to Wapping School (requested by Deputy Mayor Snyder)

Deputy Mayor Snyder stated that it is her understanding that the Park & Recreation Department has vacated the Community Center. She would like an update to inform the public. Deputy Mayor Snyder then stated that Human Services has been raising money to accommodate the necessary renovations at the Community Center to take over the space where Parks & Recreation Department was previously located. Deputy Mayor Snyder requested that an update be given on the progress at the Community Center.

Mr. Galligan explained that the Principal of the High School had approached the Town requesting that classrooms be set up in Wapping to accommodate Applied Science programs. If the Town did not accommodate this request, the Town would then have to upgrade the kitchen which is very costly. With programs from the high school using some of the classrooms, the Board of Education has the ability to get grant funding which will help update the kitchen. A Memorandum of Understanding will be drafted which will allow the Board of Education to have Applied Science programs and use five

(Discussion Continued on Next Page)

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 12

September 5, 2017

ITEM:

15. G. (Continued)

classrooms at Wapping. Mr. Galligan also explained that Wapping would need a new roof which the Town and Board of Education will work together to complete.

Mr. Favreau, Director of Parks and Recreation explained that the department had met the target date of August 30th to be functioning at Wapping. At this time the Parks and Recreation Department will use the original building footprint to operate. Mr. Favreau reviewed how the building is being set up for use, as shown in attached **Exhibit A**. There is one staff member who is staying at the Community Center until September 15th to inform residents of the move. Phase I, which has been done, consisted of remodeling the office space, IT wiring, interior signage updated, four preschools rooms, four all-purpose rooms, the art room, and the gymnasium. The next item to get done is the Banquet Room which is necessary to generate money for the department. The oil tank has been removed, Eversource brought in natural gas lines to the building, and Cox Communications has brought into building a new phone system. At this time we are waiting on the new printers and copiers to be brought into the building. A permanent sign near the road will be put in. The name of the school will remain on the building. It has been decided to maintain the butterfly garden and the signature brick walkway. To date, the amount spent on this project is \$141,059.69 with \$80,000 going towards technology. An open house will be held on November 18th from 10:00 a.m. to 2:00 p.m.

Answering question from the Council, Mr. Favreau explained that three of the rooms being used by the High School would be able to be used at night, but two of the rooms will not be used at night. The preschool rooms will not be able to be used at night.

Mr. Galligan stated that the Department of Public Works is using four rooms for Building Maintenance because they do not have a workshop at this time. This makes it easier for them to do the necessary work at this building and then bring the materials to do a job in other locations. Equipment that is used for emergency management (cots and blankets) will also be stored in one of the rooms being used by the Department of Public Works.

(Discussion Continued on Next Page)

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Minutes

Page 13

September 5, 2017

ITEM:

15. G. (Continued)

Mr. Favreau explained further that the kitchen is connected to the banquet area and when people rent out the banquet room, they will have access to the kitchen as long as school is out of session. There is office space in the middle of the high school rooms which was done before knowing how many classrooms the high school wanted to use. The operating budget will remain as it is presently and will be split with the Board of Education. The Memorandum of Understanding will identify the expectation of how costs will be split. All construction is being done with the Special Revenue Fund. The Parks and Recreation Department is exploring new opportunities to generate more revenues.

Councilor Maneeley stated that it is important for residents to not have any access to the students.

Mayor Mirek stated that this project brings in the needed space for the Parks and Recreation Department as well as for Human Services. Mr. Favreau stated that the Human Services would not be renting space to the public, the Parks and Recreation Department will keep that function using Wapping.

Mr. Galligan explained that Human Services have raised between \$21,000 to \$22,000 to update the Community Center and a grant has been submitted to the Hartford Foundation.

Councilor Beaulieu stated in the future she would like the Council to consider funding further necessary changes to the Parks & Recreation Department.

Deputy Mayor Snyder made a motion to Suspend the Rules to go to Items 15. O and 15. P. Councilor Anwar seconded the motion; and it was approved, unanimously.

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Minutes

Page 14

September 5, 2017

ITEM:

15. New Business (Continued)

O. Discussion Item: Health Department Ordinance – Catering (requested by Councilor Anwar)

Councilor Anwar explained that recently the Council had approved various Ordinances that have fee schedules for different departments. One of the decisions that were made is for catering. Councilor Anwar wanted to make sure that community members are not charged for having a small gathering at their homes.

Mr. Luigi Sartori, Director of Health explained that the Town is not expecting someone who is holding a party to pay a permit fee. The Town licenses the professional service operator, the caterer, if they are based in this Town.

P. Discussion Item: Town of South Windsor's Prescription Program (requested by Mayor Mirek)

Mayor Mirek brought to the attention of the residents of South Windsor a program called CCM Discount Prescription Drug Card program. Any resident can take part in this program to supplement their prescription as well as pet medication. Residents can print a new or replacement card or get one at the Human Services Department. This program is free to participate in and there is a 24-hour hotline.

Deputy Mayor Snyder made a motion to Suspend the Rules to go to Items 15. I., 15. J., 15. K., 15. L., 15. M. and 15. N. Councilor Anwar seconded the motion; and it was approved, unanimously.

I. Resolution Requesting the Governor to Call for a Special Session of the Connecticut General Assembly for the Purpose of Adopting a Budget that will Hold Local Communities Harmless

WHEREAS, the Town of South Windsor has always managed its finances prudently; and

(Resolution Continued on Next Page)

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Minutes

Page 15

September 5, 2017

ITEM:

15. I. (Continued)

WHEREAS, the Town of South Windsor has continuously demonstrated its commitment to maintain a strong school system; and

WHEREAS, the Governor's Executive Order dated August 18, 2017 would reduce Education Cost sharing provided to South Windsor by approximately \$13 million dollars; and

WHEREAS, this type of cut to our community would jeopardize the financial condition of our Town, the quality of the education provided by our school system, and the level of basic services that our residents rely on; and

WHEREAS other communities would be similarly negatively impacted by the Governor's Executive Order; and

WHEREAS, the General Assembly failed to adopt a budget during its regular session; and

WHEREAS, the Governor has the authority to call a Special Session for the purpose of adopting a budget

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby requests the Governor to reverse his Executive Order dated August 18, 2017; and

BE IT FURTHER RESOLVED that the South Windsor Town Council also requests that the Governor call for a Special Session which shall continue until the budget is passed.

Was made by Councilor Riley
Seconded by Councilor Anwar

Councilor Riley stated that the Town has been fiscally responsible, unlike the State. The State is now trying to pass their negligence onto the Town's that have been fiscally responsible. The teacher's pension plans are a State obligation, and the Governor is now trying to push that issue onto the Town's.

(Resolution Continued on Next Page)

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Minutes

Page 16

September 5, 2017

ITEM:

15. I. (Continued)

Eighty-five communities are going to have their education cost sharing decreased or eliminated because of the State's inability to be fiscally responsible. A State budget needs to be passed before October 1, 2017. The Governor needs to rescind his Executive Order. This letter should be sent to the Governor, State Senator Larson, Representative Currey and Representative Delnicki.

Council members discussed in length this resolution, the problems that have occurred at the State level over the years, the need to rescind the Governors Executive Order, the need to have the Governor to call for a Special Session, and their support for this resolution.

Mr. Galligan voiced concern regarding the Governor's budget. There have been discussions about a meeting being held on September 14th. Something needs to be done before October 1, 2017 or there will be a lot of communities that are going to be hurt by the Governor's proposal. Mr. Galligan stated that a lot of Town's will be downgraded by the Governor's proposal and then stated he supports this resolution.

Mayor Mirek stated she believes the Council is united in our commitment to education and the frustration over this Executive Order. Clearly, this would affect every aspect of our Town. The Legislators have to get to work to deal with the State budget.

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

J. Resolution Accepting the Resignation of William Vees (D) from the Water Pollution Control Authority

BE IT RESOLVED that the South Windsor Town Council hereby accepts with regret, the resignation of William Vees (D) from the Water Pollution Control Authority, said resignation to be effective immediately; and

(Resolution Continued on Next Page)

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Minutes

Page 17

September 5, 2017

ITEM:

15. J. (Continued)

BE IT FURTHER RESOLVED that the South Windsor Town Council extends its thanks to William Vees for the time he has dedicated to serving his community by his membership on the Water Pollution Control Authority.

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

K. Resolution Approving a Transfer of \$5,654.00 from the Police Community Services Account to the TRACS Animal Shelter Account

BE IT RESOLVED that the South Windsor Town Council hereby approves a transfer of \$5,654.00 from the Police Community Services Account to the TRACS Animal Shelter Account to reimburse the TRAC's account with the South Windsor Police Department's share of 11% towards maintenance which is in the contract.

Was made by Deputy Mayor Snyder
Seconded by Councilor Anwar

Answering questions from the Council, Mr. Galligan explained that the three Town's that use this facility through shared services determine the appropriate share that each Town will put in for the care of the shelter. The three Town's will need to meet to discuss the need to repave the parking lot. The parking lot may be able to be done by Public Works and then go back and charge the two other Towns appropriately. Each Town rotates to take care of the animals that are in the shelter.

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

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Minutes

Page 18

September 5, 2017

ITEM:

15. New Business (Continued)

L. Resolution Approving a Transfer of \$1,477.41 from the Sewer Vehicle and Equipment Supplies Account to the Fleet Vehicle and Equipment Supplies Account

BE IT RESOLVED that the South Windsor Town Council hereby approves a transfer of \$1,477.41 from the Sewer Vehicle and Equipment Supplies Account to the Fleet Vehicle and Equipment Supplies Account to reimburse the Public Works Department for fuel.

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

M. Resolution Approving a Transfer of \$424.24 from the Sewer Vehicle and Equipment Supplies Account to the Fleet Repair Maintenance Equipment Account

BE IT RESOLVED that the South Windsor Town Council hereby approves a transfer of \$424.24 from the Sewer Vehicle and Equipment Supplies Account to the Fleet Repair Maintenance Equipment Account to reimburse the Public Works Department for fuel.

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

N. Resolution Approving a Refund of Property Taxes to Thirty-One (31) South Windsor Taxpayers

BE IT RESOLVED that the South Windsor Town Council hereby approves a refund of property taxes to thirty-one (31) South Windsor Taxpayers, the total of said refunds being \$27,575.16, and as more fully described on attached **Exhibit B**.

(Resolution Continued on Next Page)

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Minutes

Page 19

September 5, 2017

ITEM:

15. N. (Continued)

Was made by Councilor Maneeley
Seconded by Deputy Mayor Snyder

Answering questions from the Council, Mr. Galligan explained that overpayments happen a lot of times during the refinancing process and the payment gets paid twice through miscommunication.

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

16. Passage of Ordinance

None

17. Public Input/Participation (Any Matter)

None

18. Communications and Petitions from Council

Deputy Mayor Snyder stated that she had attended the ribbon cutting ceremony for Orchard Hill Elementary School. It was a fantastic ceremony, and she thanked the residents of South Windsor for their continued support of the schools.

19. Executive Session

At 10:24 p.m. Deputy Mayor Snyder made a motion to go into Executive Session to discuss a personnel issue (Town Manager's Evaluations), and to discuss a draft agreement which would result in disclosure of public records for information which is exempt from disclosure at this time pursuant to C.G.S. §1-210(b)(1) and §1-210(b)(4). Councilor Anwar seconded the motion; and it was approved, unanimously.

(Executive Session Continued on Next Page)

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Minutes

Page 20

September 5, 2017

ITEM:

16. Executive Session (Continued)

The following individuals went into Executive Session: Mayor Mirek, Deputy Mayor Snyder, Councilor Anwar, Councilor Beaulieu, Councilor Maneeley, Councilor Pendleton, Councilor Riley, and Town Manager Matthew B. Galligan.

At 10:40 p.m. Councilor Snyder made a motion to adjourn the Executive Session. Councilor Anwar seconded the motion; and it was approved, unanimously.

15. New Business (Continued)

H. Resolution Amending the Retirement Plan for Employees of the Town of South Windsor, Connecticut

WHEREAS, the Town Council of the Town of South Windsor ("Town Council") has considered the benefits to be derived for the employees of the Town of South Windsor ("Town") from the continued operation of a qualified defined benefit pension plan; and

WHEREAS, the Town Council has determined that it is in the best interest of the Town and its employees to amend the Retirement Plan for Employees of the Town of South Windsor, Connecticut (the "Plan") to conform the Plan with certain collective bargaining agreements and to make certain other change to the Plan that the Town Council considers necessary and appropriate and in the best interests of its employees, as shown in attached **Exhibit C**

NOW, THEREFORE, BE IT RESOLVED that the Town hereby adopts and approves Amendment 18 to the Plan effective as of the various dates as shall be specified in the Amendment, on the condition that such Plan as amended continues to constitute a qualified plan of deferred compensation pursuant to Section 401 (a) of the Internal Revenue Code of 1986, as amended and that such Plan and any related trust continues to be tax exempt pursuant to Section 501(a) of the Internal Revenue Code of 1986, as amended; and

(Resolution Continued on Next Page)

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Minutes

Page 21

September 5, 2017

ITEM:

15. H. (Continued)

BE IT FURTHER RESOLVED that the Town Manager of the Town of South Windsor is hereby authorized, empowered and directed to execute Amendment 18 to the Plan; and

BE IT FURTHER RESOLVED that the Town Manager of the Town of South Windsor is hereby authorized, empowered and directed to do any and all acts and execute any and all documents necessary to effectuate the foregoing resolutions.

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

Deputy Mayor Snyder made a motion to withdraw Executive Item A: to discuss a personnel issue (Town Manager's Evaluations). Seconded by Councilor Pendleton; and was approved, unanimously.

20. Adjournment

At 10:42 p.m. Deputy Mayor Snyder made a motion to adjourn the Regular Meeting. Councilor Pendleton seconded the motion; and it was approved, unanimously.

Respectfully submitted,

Deborah W. Reid
Clerk of the Council

Exhibit A



TAX REFUNDS

Ajodhi, Mahadeo 93 Andries Trail South Windsor, CT 06074-2142 2001/Toyota/JT3HN87R910331348 Reason: Total loss 7/15	\$ (35.08)	Financial Service Vehicle Trust 5550 Britton Parkway Hilliard, OH 43026 2013/BMW/WBA3B3G52DNR80413 Reason: Turned in lease 8/16	\$ (60.31)
Ali, Syed 129 Cornerstone Drive South Windsor, CT 06074 Real estate Reason: Overpayment	\$ (602.40)	Financial Service Vehicle Trust 5550 Britton Parkway Hilliard, OH 43026 2016/BMW/WBA8E3G56GNT74940 Reason: Turned in lease 8/16	\$ (86.72)
Buckland Commons LLC 1744 Ellington Road South Windsor, CT 06074 Real estate Reason: Overpayment	\$ (7,403.59)	Gutska, Peter S. 351 Main Street Cromwell, CT 06416 Real estate Reason: Overpayment	\$ (4,055.52)
Ciparelli, Jessica M. 505 Twin Circle Drive South Windsor, CT 06074 Real estate Reason: Overpayment	\$ (312.17)	Mooney, Timothy M. 1041 Strong Road South Windsor, CT 06074-2040 2002/VOLKS/3VRK69M72M038459 Reason: Sold 5/16	\$ (26.97)
Corelogic, Attn: Refund Dept. P.O. Box 9220 Coppell, TX 75019-9238 Real estate Reason: Overpayment	\$ (4,275.43)	Newman, Claire B. 15 Heron Nest South Windsor, CT 06074 2008/Ford/1FAHP28W68G120008 Reason: Sold 8/15	\$ (198.32)
David Cooke Plaster Co. LLC 647 Sullivan Avenue South Windsor, CT 06074-1918 Real estate Reason: Overpayment	\$ (250.12)	OBrien, Daniel C. & Robin F. 79 Bancroft Drive South Windsor, CT 06074 Real estate Reason: Overpayment	\$ (1,187.82)
Domin, Stefanie A. 84 Mark Drive South Windsor, CT 06074 Real estate Reason: Over payment	\$ (2,751.46)	Reault, Maureen M. 50 Debbie Drive South Windsor, CT 06074 Real estate Reason: Overpayment	\$ (688.89)
Farmtek Div of Engineer Ser 1395 John Fitch Blvd South Windsor, CT 06074 Personal Property Reason: Overpayment	\$ (2,964.78)	Rittenband, Rhoda 93 Scott Drive South Windsor, CT 06074 Real estate Reason: Overpayment	\$ (31.93)
Financial Service Vehicle Trust 5550 Britton Parkway Hilliard, OH 43026 2012/Mini/WMW5U3C53CT254503 Reason: Replaced 7/15	\$ (68.33)	Shapiro, Anne PHD 435 Buckland Road South Windsor, CT 06074 Personal Property Reason: Overpayment	\$ (100.44)
Financial Service Vehicle Trust 5550 Britton Parkway Hilliard, OH 43026 2011/BMW/WBAPK5G53BNN32109 Reason: Sold 9/14	\$ (498.76)	Smith Jamsanne Susanne & Steven Alan 709 Highcroft Place Weatogue, CT 06089 2002/FORD/1FMU04172KB03221 Reason: Donated 7/16	\$ (16.87)
Financial Service Vehicle Trust 5550 Britton Parkway Hilliard, OH 43026 2014/BMW/WBAYF8C5XED653732 Reason: Out of state registration 6/16	\$ (388.87)	Syphers, Henry A. & Rebecca E. 636 Pleasant Valley South Windsor, CT 06074 Real estate Reason: Overpayment	\$ (40.00)
Financial Service Vehicle Trust 5550 Britton Parkway Hilliard, OH 43026 2013/BMW/WBA3B3G52DNR80413 Reason: Turned in lease 3/16	\$ (363.71)	Toyota Lease Trust, Pers.Prop. Abatement 19001 S. Western Avenue, WF21 Torrance, CA 90509-4113 2013/TOYOT/2T2BK1BA9D C186563 Reason: Turned in lease 6/16	\$ (212.75)

Exhibit B

Toyota Lease Trust, Pers. Prop. Abatement 19001 S. Western Avenue, WF21 Torrance, CA 90509-4113 2013/TOYOT/STDBK3EH6DS216120 Reason: Traded in 12/15	\$ (512.82)	Toyota Lease Trust, Pers. Prop. Abatement 19001 S. Western Avenue, WF21 Torrance, CA 90509-4113 2013/TOYOT/STDBK3EH10S246643 Reason: Traded in 7/16	\$ (114.33)
Toyota Lease Trust, Pers. Prop. Abatement 19001 S. Western Avenue, WF21 Torrance, CA 90509-4113 2013/TOYOT/4T4BF1FK8DR324450 Reason: Sold 5/16	\$ (132.09)	Toyota Lease Trust, Pers. Prop. Abatement 19001 S. Western Avenue, WF21 Torrance, CA 90509-4113 2013/TOYOT/JTDKN3DP403037902 Reason: Turned in lease 6/16	\$ (111.00)
Toyota Lease Trust, Pers. Prop. Abatement 19001 S. Western Avenue, WF21 Torrance, CA 90509-4113 2014/TOYOT/JTHCF1D2XE5014039 Reason: Sold 8/16	\$ (70.30)	Wagon Shed Nursery 155 Griffin Road South Windsor, CT 06074 Personsal Property Reason: Overpayment	\$ (7.30)
		Wisneski Plumbin & Heating 128 Troy Road South Windsor, CT 06074 Personsal Property Reason: Overpayment	\$ (6.08)

Jennifer Hilinski-Shirley, Collector of Revenue
9/5/2017

TOTAL \$ (27,575.16)

**AMENDMENT 18 TO THE
RETIREMENT PLAN FOR EMPLOYEES OF
THE TOWN OF SOUTH WINDSOR, CONNECTICUT**

The Plan is hereby amended as follows:

1. Section 1.01 of the Plan is amended to update the names of the subaccount Employee Groups maintained for Plan administration under the Town Account:

Town Account

Non-Bargaining Employees;

Police Union;

Town Hall Union;

Public Works Union;

Library Employees;

Pollution Control Union;

Emergency Telecommunicators, Animal Control Officers, Support Services Technicians Union

2. Conforming Changes. All references in the Plan to each Current Term referenced in Column A below is replaced with the corresponding Replacement Term in Column B below.

Column A Current Term	Column B Replacement Term
Library or Library Group Employee	Library Employees or Library Employees Group
Town Nonbargaining	Town Non-Bargaining
NAGE Community Service Officers, and Public Safety Dispatchers	Emergency Telecommunicators, Animal Control Officers, Support Services Technicians

3. Section 3.07(5) is hereby amended in its entirety to read as follows:

Amount of Benefit at Normal Retirement For Emergency Telecommunicators, Animal Control Officers, Support Services Technicians Union Member with Service on and after July 1, 2017.

An Active Emergency Telecommunicators, Animal Control Officers, Support Services Technicians Union Member in Service in the Eligible Class on or after July 1, 2017 who makes Member Contributions [or is on a temporary absence in accordance with Section 5.07] and who retires from Service on his Normal Retirement Date will receive an annual retirement benefit in the Normal Form equal to item (5-a) plus item (5-b), subject to item (5-c):

- (5-a) 2.25% (two and one-quarter percent) of his Final Average Earnings times his years of Credited Service not exceeding 20; plus
- (5-b) 2.50% (two and one-half percent) of his Final Average Earnings times his years of Credited Service, in excess of 20, but not exceeding 30.
- (5-c) In no event shall the amount of annual retirement benefit for such Member exceed 70% of his Final Average Earnings.

4. Section A. Exhibit I (entitled, "Buy-Back Of Credited Service") Part II of the Plan is hereby amended by revising the first main paragraph in its entirety to read as follows:

A. A Designated Member shall be credited with Credited Service for the period(s) described in Part III below provided the Designated Member makes payment to the Plan in accordance with Part III below or such other procedures as the Plan Administrator may reasonably establish equal to item (1) multiplied by item (2), plus item (3) where:

5. Exhibit I (entitled, "Buy-Back Of Credited Service") Part III of the Plan is hereby amended by adding new Paragraph D. to the end thereof to read as follows:

D. An Active Member in any of the following Employee Groups under the Town Account may, in accordance with the provisions of this Section D, purchase Years of Credited Service up to a maximum of five (5) Years of Credited Service for which the Member was eligible but did not make the required contributions to the Plan in accordance with reasonable procedures established by the Plan Administrator.

Employee Group	Election Period Ends	Maximum Payment Period
Emergency Telecommunicators, Animal Control Officers, Support Services	July 1, 2017	18 months

Technicians Employees Union Group		
Town Hall Union Group	the later of July 1, 2017, or the end of the one (1) year period after transfer into the Town Hall Union Group as an Active Member	18 months
Public Works Union	Three (3) months after notification of one-time election offer following ratification of Bargaining Agreement effective July 1, 2013	18 months

To be eligible for this buyback option, the Active Members described above must make the election to buy back the Years of Credited Service no later than the end of the applicable election period. The payment for any Year of Credited Service that is bought back under this Section shall be an after-tax contribution to the Plan by the Member that is made within the applicable maximum payment period commencing with the date of proper and reasonable notification from the Plan to the Member specifying the amount the Member must contribute under the buyback period. The required contribution may then be made as a one-time lump sum after-tax payment or paid on an after-tax basis each month over the applicable maximum payment period specified above. Payments shall be made by check made payable to the Town. No part of the buyback shall be picked up by the Town under Section 3.01.

6. Exhibit II entitled, "Special Plan Benefit Provisions" is modified by adding the following new paragraph to the end thereof:

5. Walter Parker Settlement Agreement

Provided that Walter Parker ("Parker") executes a Release Agreement ("Agreement") in a form and within the time period determined by the Employer's Town Manager, and provided further that Parker fulfills all of the conditions and promises set forth in such Agreement including but not limited to his Agreement to irrevocably retire effective January 1, 2018, Parker shall on the first day of the month coinciding with or next following his termination of Service with the Employer (the "Parker Early Retirement Date") be entitled to elect a retirement benefit commencing on the Parker Early Retirement Date determined in accordance with Section 3.09, except that his Accrued Benefit shall not be subject to any reduction under Table C on account of his election to commence payment of benefits prior to his Normal Retirement Date. Except as provided under this Paragraph, Parker shall have his Accrued Benefit determined in accordance with and subject to all other applicable terms of the Plan.

7. The following Section shall be inserted in Exhibit III to immediately follow Section 3.07(3) Town Nonbargaining Members (Historical):

3.07(5) Amount of Benefit at Normal Retirement For Nage Union Community Service Officers and Public Safety Dispatchers Members with Service on and after July 1, 2013.

An Active Nage Union Community Service Officer or Public Safety Dispatcher Member in Service in the Eligible Class on or after July 1, 2013 who makes Member Contributions or is on a temporary absence in accordance with Section 5.07 and who retires from Service on his Normal Retirement Date will receive an annual retirement benefit in the Normal Form equal to item (5-a) plus item (5-b), subject to item (5-c):

- (5-a) 2.00% (two percent) of his Final Average Earnings times his years of Credited Service not exceeding 20; plus
 - (5-b) 2.50% (two and one-half percent) of his Final Average Earnings times his years of Credited Service, in excess of 20, but not exceeding 30.
 - (5-c) In no event shall the amount of annual retirement benefit for such Member exceed 65% of his Final Average Earnings.
8. All other terms and provisions of the Plan are hereby ratified and affirmed.

IN WITNESS WHEREOF, the Employer has caused this Amendment 18 to be signed by its duly authorized Town Manager on the day and year set forth below.

TOWN OF SOUTH WINDSOR, CONNECTICUT

By: _____
Matthew B. Galligan

Title: Town Manager

Date: _____