

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

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January 16, 2018

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

1. Call Meeting to Order

Mayor Anwar called the Regular Meeting to order at 7:00 p.m.

4. Roll Call

Members Present: Mayor M. Saud Anwar
Deputy Mayor Andy Paterna
Councilor Jeffrey Glickman
Councilor Mary Justine Hockenberry
Councilor Lisa Maneeley
Council Liz Pendleton
Councilor Matthew Riley
Councilor Janice Snyder

Members Absent: Councilor Carolyn Mirek

Others Present: Matthew B. Galligan, Town Manager
Morris Borea, Town Attorney (arrived at 7:10 p.m.)

After Roll Call was complete, Mayor Anwar presented Mark Cabot with a proclamation thanking him for doing the prayer at tonight's meeting.

5. Communications and Reports from Town Manager

Mr. Galligan reported on the following:

Stabilization Funds

Enclosed is information concerning reserve funds and tax stabilization funds that have been implemented in the State of New York since 1940. This important information should be reviewed by the Council.

Moody's Report

The Council received a report on Moody's Rating Methodology. The report goes through Moody's criteria on rating state and local agencies. The Council should review this to see how Moody's rate communities.

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ITEM:

5. Communications and Reports from Town Manager (Continued)

Connecticut Studios

There was a meeting with Doosan who will now be meeting with Eversource. The Town has received an approval from the State of Connecticut Siting Council approving the change of technology from Fuel Cell Energy's fuel cells to Doosan's fuel cell units. Doosan is a local company and their financing is in place.

Resolutions

There are two resolutions before the Council tonight. One resolution is for the bonding resolution concerning the roads and the schools. The resolution is to reduce your bond cost. The capital budget are restructured to reflect the grants that came in and to reduce the bonds appropriately. The other resolution is a discussion of a trustee of a trust. It is being sought to make the Finance Director the Director of the Trust but have the Pension Committee determine the investments. The Finance Director will then be able to sign those documents. The trust has enough money where the Town can get into the market place and maybe reduce some future costs.

460 Miller Road

The Town filed a Department of Health Order against the property owner which if the property was not cleaned up, they would have been subject to an arrest. They have cleaned up a lot of the area. There is still an outstanding zoning violation that the Town will continue to litigate, but the Town is working very hard to remediate this issue.

Memorandums

Mr. Galligan reviewed the accomplishments over the past two years and discussed what would be done in the future in order to keep the Strategic Plan moving in the right direction. Every year the Council should be reviewing the Strategic Plan because this document is used for the budget process.

Also enclosed is a draft report on the polling locations. The report is being sent to the Committee for their review and any additional changes. Response has been made by Sue Larsen. After all comments are incorporated into the document, a final report will be given to the Council at the first meeting in February.

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ITEM:

5. Communications and Reports from Town Manager (Continued)

Audit Report

The Council has received a copy of the Audit Report. The fund balance was increased by \$979,000 for a total of approximately \$11,000,000 in fund balance. The OPEB and Pension are positive, although the Pension Committee has made some changes. The Council will see these changes in the next report that the pension percentage will increase as actuarial calculations have been revisited. It is the decision of the Council whether they would like to meet with the Audit Committee.

Special Education Feasibility Task Force

Mr. Galligan explained that he has been asked to serve on a Statewide Committee about Special Education Funding. This is being contemplated through the Connecticut School Finance Project. It is looking to attempt to get Special Education funding under control so that municipalities are not having huge cost fluctuations in their budget. There will be a cooperative approach. The first meeting will be at OPM on January 29th.

Mayor TV

Staff is reviewing edits right now and if changes are necessary, they will be made them and a final version of the video will be complete. In January, there will be a meeting with EDC, and this item will be discussed.

State Fiscal Stability and Economic Growth Commission

The State has put together a State Fiscal Stability and Economic Growth Commission. The Commission is supposed to review the State's revenues and expenditures to determine how money can be saved. Some Town Managers, as well as CCM and COST, are looking to give the Commission input on some areas that it is felt the State could save money on both expenditures and revenues. Towns do not want them to necessarily just be one-sided and cut aid to municipalities.

(Communications and Reports from Town Manager Continued on Next Page)

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ITEM:

5. Communications and Reports from Town Manager *(Continued)*

Answering questions from the Council, Mr. Galligan explained that he would like an ordinance created for the Tax Stabilization Fund because an ordinance is much more amendable to S & P and Moody's because it is a local law. If any change were proposed, a public hearing would need to be held before any change could occur. A resolution would just need to be passed by a majority and it would become law. Mr. Galligan stated that the Council will need to put a cap on the fund and suggested that the cap be \$2,000,000. Mr. Galligan also suggested that the Council only allow \$300,000 to \$400,000 of that fund to be used per year for tax stabilization. Any new revenue that comes in, a certain percentage should go into this fund to build it up. Another source of funding this fund would be if there is a large fund balance at the end of the year, 10-20% could go into the fund and the rest into the general fund.

Mr. Galligan explained that a budget stabilization fund is different than a tax stabilization fund. A budget stabilization fund is where you would take a portion of new revenues and put it into this fund to cover costs and expenses that are not budgeted for. Mr. Galligan stated that there are times when the Town does not have enough funds for a project and it should not be taken out of the operating budget because then you have a project that has been planned that is not going to be done.

Mr. Galligan then explained that at one point the Government Finance Officers Association had decided that all municipalities, on their financial statements, should account for post-retirement benefits. This was established to keep future costs down. In certain Towns, when someone retires, they are entitled to get medical benefits paid for by the community for a certain period of time or until death. The Town of South Windsor negotiated this out of contracts and does not pay post benefits. A trust was established to put money away every year and is determined by a formula done by our Actuary in case the Town needs to pay for employees who may still be eligible for post-retirement benefits. Presently South Windsor is 18% to 20% funded.

(Communications and Reports from Town Manager Continued on Next Page)

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ITEM:

5. Communications and Reports from Town Manager *(Continued)*

Answering further questions, Mr. Galligan explained that with the Capital and Non-Recurring Account, once the Council makes a decision to have a certain funds go towards a certain project, those funds are used for that purpose. If the resolution appropriating funds towards these projects is approved, bids and RFP's will be sent out.

Mr. Galligan explained to the Council that the stabilization fund will be part of the budget process. As far as the Finance Director being appointed as the Director of the Town of South Windsor Retiree Health Care Trust, this will allow her to sign necessary documents and sign transfers. The Assistant Town Manager's and the Director of Finance are qualified to sign financial documents.

Mr. Galligan then explained that the different funds that the Council is being asked to create would provide the Town with funding mechanisms so that the Town keeps our funds and programs stable.

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

Mrs. Cynthia Caplin, President of the South Windsor Community Band came before the Town Council to invite the Council and public to the Annual Winter Concert on Friday, January 26, 2018 at Timothy Edwards Middle School at 7:00 p.m. There are 80 members ranging in age from 16 to 91.

Mr. Mark Cabot, 37 Kelly Road came forward to invite the Council and public to a Red Grammar Concert which will benefit Hartford Bags of Love on Saturday, January 27, 2018 at Timothy Edwards Middle School.

Mr. Ray Favreau, Director of Parks & Recreation came forward to invite the Council and public to the official Grand Opening of Wapping School, on Saturday, January 20, 2018 from 10:00 a.m. to 2:00 p.m.

Mr. Robert Dickinson, 19 Birch Road stated that he is in support of Item 15. X. for setting the date for a public hearing for fracking waste which is very important to protect our Town.

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ITEM:

7. Adoption of Minutes

BE IT RESOLVED that the South Windsor Town Council hereby approves the Minutes of the following Town Council Meetings: Regular Meeting Minutes of January 2, 2018.

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

8. Public Petitions

None

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

Deputy Mayor Paterna informed the public that the Priest Farm project recently received a \$20,000 grant that will enable the Committee to hire an architect and structural engineer to go in and look at the farmhouse. This will allow the Committee to plan on how the renovation process can move ahead. The Committee also recently decided that some clearing on the property should be done through the Park & Recreation Department. There is a tree expert coming in to evaluate the trees on the property and clear out the property around the farmhouse so it becomes more visible and to let people in Town know this project is moving forward.

Councilor Riley who is Liaison to Park & Recreation Commission reported that the Commission has been spending time reviewing all of the parks in Town. During this process, the Commission has identified some nice improvements that would be valuable to the community, but they recognize that they need funding. In the past seven years the Parks & Recreation Commission has not received any funding from Capital Projects and they are questioning what they can expect for funding in the future.

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ITEM:

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

Mayor Anwar stated that this should first be discussed at Capital Projects.

Councilor Hockenberry informed the Council and public that she attended the South Windsor Alliance for Families meeting and they have a number of successful programs. Councilor Hockenberry reviewed the different programs.

Mrs. Jessica Vogelgesang, Wood Memorial Library reported that at the Ginergerbread Festival there was 7,500 visitors from all around the region. Houses came from over 20 different Towns in Connecticut and two in Massachusetts. There were six local authors who were able to present their books there.

Mrs. Mary Etter, South Winsor Public Library announced that the Winter Pops Series will begin this Saturday, January 20, 2018 with a string quartet that is internationally known. In February, the 250th Anniversary of East Windsor will be celebrated.

Mrs. Jessica Vogelgesang, Wood Memorial Library explained to the Council that the South Windsor Public Library and Wood Memorial Library were asked by the Town of East Windsor to support them in their 250th Anniversary. There will be three Towns, five Libraries, and two Historical Societies involved in a number of different events for this celebration.

10. Reports from Standing Committee

None

11. Reports of Temporary Committees

None

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ITEM:

12. Public Participation (Items on the Agenda)

Mrs. Rose, 10 Linda Lane came before the Town Council to address an item on the agenda regarding the forming of a Task Force on transparency. Transparency and openness are critical. Mrs. Rose encouraged the Town to form this task force.

Mr. Cesar Lopez, 319 Oakland Road stated that he also feels that a task force should be established.

Mrs. Mindy Lewis, 681 Chapel Road who is the Community Outreach Coordinator of the South Windsor Alliance for Progress stated that transparency is the Governments obligation to share information with its citizens. It is how citizens hold their public officials accountable. South Windsor Alliance for Progress supports the Town Council on this effort.

Deputy Mayor Paterna made a motion to suspend the rules in order to go to Item 15.A. on the agenda. Councilor Maneeley seconded the motion.

Councilor Snyder called for a point of order questioning if the suspending of the rules would only be for Item 15. A.? Mayor Anwar answered that it would only be for that item.

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

15. New Business

A. Resolution Accepting the Resignation of Robert Hornish (D) from the Patriotic Commission

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

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

(Resolution Continued on Next Page)

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ITEM:

15. A. (Continued)

Was made by Councilor Pendleton
Seconded by Councilor Glickman

Mayor Anwar thanked Mr. Hornish for his volunteer work.

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

13. Consent Agenda

Councilor Glickman made a motion to approve Agenda Items 15. B. (*); through 15. V. (*) as the Consent Agenda. Councilor Pendleton seconded the motion; and it was approved, unanimously.

15. New Business (Continued)

***B. Resolution Appointing Stephen Wagner (D) 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 Stephen Wagner (D) to the Water Pollution Control Authority for a term ending November 30, 2020 to fill the expired term of William Vees and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

(Approved by Consent Agenda)

***C. Resolution Reappointing Carol Fletterick (D) 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 reappoints Carol Fletterick (D) to the Water Pollution Control Authority for a term ending November 30, 2021 and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

(Approved by Consent Agenda)

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ITEM:

15. New Business *(Continued)*

- *D. Resolution Reappointing James Kupchunos (D) to the Zoning Board of Appeals 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 James Kupchunos (D) to the Zoning Board of Appeals for a term ending November 30, 2021 and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

(Approved by Consent Agenda)

- *E. Resolution Reappointing Steven Carty (D) to the Zoning Board of Appeals 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 Steven Carty (D) to the Zoning Board of Appeals for a term ending November 30, 2021 and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

(Approved by Consent Agenda)

- *F. Resolution Reappointing Elizabeth McGuire (D) an Alternate to the Zoning Board of Appeals 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 Elizabeth McGuire (D) an Alternate to the Zoning Board of Appeals for a term ending November 30, 2021 and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

(Approved by Consent Agenda)

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ITEM:

15. New Business *(Continued)*

- *G. Resolution Appointing Cathy Gallagher (D) to the Library Board 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 Cathy Gallagher (D) to the Library Board for a term ending November 30, 2021 to fill an expired term of Mindy Lewis and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

(Approved by Consent Agenda)

- *H. Resolution Appointing Mindy Lewis (D) to the Park & Recreation 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 Mindy Lewis (D) to the Park & Recreation Commission for a term ending December 31, 2021 to fill the expired term of Craig Zimmerman and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

(Approved by Consent Agenda)

- *I. Resolution Appointing Ken Lewis (D) 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 Ken Lewis (D) to the Patriotic Commission for a term ending December 31, 2018 to fill the unexpired term of Robert Hornish and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

(Approved by Consent Agenda)

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ITEM:

15. New Business *(Continued)*

- *J. Resolution Reappointing Kent Carlson (D) 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 reappoints Kent Carlson (D) to the Patriotic Commission for a term ending December 31, 2020 and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

(Approved by Consent Agenda)

- *K. Resolution Reappointing James Throwe (D) an Alternate 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 reappoints James Throwe (D) an Alternate to the Patriotic Commission for a term ending December 31, 2020 and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

(Approved by Consent Agenda)

- *L. Resolution Appointing Elizabeth Kuehnel (D) to the Personnel Board of Appeals 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 Elizabeth Kuehnel (D) to the Personnel Board of Appeals for a term ending November 30, 2020 to fill an expired term of Roy Normen (R) and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

(Approved by Consent Agenda)

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ITEM:

15. New Business (Continued)

- *M. Resolution Reappointing Edward O'Connell (D) to the Public Building 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 Edward O'Connell (D) to the Public Building Commission for a term ending November 30, 2021 and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

(Approved by Consent Agenda)

- *N. Resolution Appointing Barbara Kelly (D) to the Agricultural Land Preservation Advisory 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 Barbara Kelly (D) to the Agricultural Land Preservation Advisory Commission for a term ending November 30, 2019 to fill an expired term of Wayne McKinney and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

(Approved by Consent Agenda)

- *O. Resolution Appointing Linda Jeski (D) a Full Member to the Board of Assessment Appeals 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 Linda Jeski (D) a full member to the Board of Assessment Appeals for a term ending November 30, 2021 to fill the expired term of Darren DeMartino (R) and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

(Approved by Consent Agenda)

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ITEM:

15. New Business (Continued)

- *P. Resolution Appointing Cesar Lopez (D) an Alternate to the Board of Assessment Appeals 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 Cesar Lopez (D) an Alternate to the Board of Assessment Appeals for a term ending November 30, 2021 to fill an expired term of Linda Jeski.

(Approved by Consent Agenda)

- *Q. Resolution Reappointing Joseph Kennedy (D) to the Economic Development 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 Joseph Kennedy (D) to the Economic Development Commission for a term ending November 30, 2021 and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

(Approved by Consent Agenda)

- *R. Resolution Reappointing James Murray (D) to the Economic Development 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 James Murray (D) to the Economic Development Commission for a term ending November 30, 2021 and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

(Approved by Consent Agenda)

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ITEM:

15. New Business (Continued)

- *S. Resolution Appointing Victor Dorobantu (D) an Alternate to the Economic Development 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 Victor Dorobantu (D) an Alternate to the Economic Development Commission for a term ending November 30, 2021 to fill an expired term of David Marsh and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

(Approved by Consent Agenda)

- *T. Resolution Reappointing Virginia Macro (D) to the Historic District 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 Virginia Macro (D) to the Historic District Commission for a term ending November 30, 2022 and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

(Approved by Consent Agenda)

- *U. Resolution Reappointing Jan Tarr (D) to the Housing 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 reappoints Jan Tarr (D) to the Housing Authority for a term ending November 30, 2022 and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

(Approved by Consent Agenda)

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ITEM:

15. New Business (Continued)

***V. Resolution Appointing Mindy Lewis (D) an Alternate to the Historic District 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 Mindy Lewis (D) an Alternate to the Historic District Commission for a term ending November 30, 2021 to fill the expired term of Carolyn Taylor and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

(Approved by Consent Agenda)

At 8:00 p.m. the Mayor recessed the Regular Meeting in order to hold a Public Hearing. The Regular Meeting reconvened at 8:12 p.m.

W. Resolution Setting a Time and Place for a Public Hearing to Receive Citizen Input on the Transfer of \$350,000 from the Capital and Non-Recurring Expenditures Account to the Capital Projects Account

BE IT RESOLVED that the South Windsor Town Council hereby sets **Monday, February 5, 2018, at 8:00 p.m.**, in the Council Chambers of the South Windsor Town Hall, 1540 Sullivan Avenue, South Windsor, Connecticut as the time and place for a Public Hearing to receive citizen input on the Transfer of \$350,000 from the Capital and Non-Recurring Expenditures Account to the Capital Projects Account, as follows:

\$165,000 for Improvements to Ridge Road
\$185,000 for Improvements to Edwin Road

Was made by Councilor Maneeley
Seconded by Councilor Pendleton

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ITEM:

15. W. (Continued)

Councilor Glickman stated that he is in favor of this resolution.

Mr. Galligan informed the Council that there is \$100,000 left in the budget for Edwin Road. Mr. Galligan then explained that the Capital Non-Recurring Account is a fund where bond proceeds go into this account. These fund cannot be used for anything but capital expenditures.

Councilor Riley stated that he has two concerns regarding the Capital Non-Recurring Account. The first is that he does not understand why the Town would get paid to issue bonds and would argue that the price is being embedded into the interest rate on the bonds. The other problem with this account is that it by-passes the projects that are on the Capital Projects priority list.

Mr. Galligan explained that these projects had been approved by a past Council. The Edwin Road project is something the Town could get sued on and would cost the Town a whole lot more. Mr. Galligan recommended that these projects get done and this is the appropriate way to do it.

Mayor Anwar stated that he feels this is a worthy conversation, but the Council has gotten off topic on whether to hold a public hearing and suggested that this issue be discussed during Item 18.

Councilor Riley requested that in the future, whoever is issuing the Town's bonds, come and speak about why they are willing to pay to issue the bonds. Councilor Riley felt that this conversation may help him to become more comfortable with this account.

Mr. Galligan explained that this account is by State Statute, and it is not an account that the Town made up.

Mayor Anwar called for a motion on the vote, it passed on a roll call vote of 7 to 1 with Councilor Riley voting in opposition.

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ITEM:

15. New Business (Continued)

- X. Resolution Setting a Time and Place for a Public Hearing to Receive Citizen Input on the Establishment of an Ordinance Prohibiting Natural Gas Waste and Oil Waste from Natural Gas Extraction Activities or Oil Extraction Activities within the Town**

BE IT RESOLVED that the South Windsor Town Council hereby sets **Monday, February 5, 2018, at 8:15 p.m.**, in the Council Chambers of the South Windsor Town Hall, 1540 Sullivan Avenue, South Windsor, Connecticut as the time and place for a Public Hearing to receive citizen input on the establishment of an Ordinance Prohibiting Natural Gas Waste and Oil Waste from Natural Gas Extraction Activities or Oil Extraction Activities within the Town.

Was made by Deputy Mayor Paterna
Seconded by Councilor Pendleton

Deputy Mayor Paterna stated that he feels it is important for the Town to take a position on this issue because this is happening in many parts of the state as well as the country. There are many Town's that have already passed this type of resolution in Connecticut.

Councilor Snyder questioned since the State of Connecticut is already handling this issue, should the Town be taking up this issue?

Mr. Galligan explained that there are 37 communities that have already adopted an ordinance regarding this because no one trusts the state. Some of this waste has been mixed in with road material which is a real concern.

Councilor Snyder then questioned the Town Attorney what other municipalities he has worked with on this issue and what is his knowledge of this information.

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ITEM:

15. X. (Continued)

Town Attorney Borea explained that the ordinance written for South Windsor came from ordinances from Rocky Hill, Wethersfield, and Glastonbury, but he did not work on any of the other ones from other Towns. One of the reasons South Windsor should have an ordinance is because DEEP is short staffed and have been unable to take action because of this. South Windsor could control enforcement with this ordinance.

Councilor Glickman stated that he feels this is a wonderful motion and encourages the Council to pass it. Councilor Glickman then stated that he would like to see such questions as stated above, addressed to the Town Attorney and not during the Town Council meeting.

Councilor Snyder called for a point of order stating that she believes she has the ability to ask questions to determine if she would like to support this motion.

Councilor Maneeley stated that she feels all items should be discussed before determining if a public hearing should be set.

Mayor Anwar felt that the fracking ordinance and construction noise ordinance have been discussed enough. At the next meeting, the Council will hear from the public and then a resolution will be voted on where it can be discussed. Councilor Snyder had asked questions that were needed for her to determine if she wanted to approve this item to go to a public hearing.

Councilor Riley stated that the idea of having a discussion before a public hearing is set is a good protocol and it should be something the Council thinks about in the future. There was an item that was not discussed previously, and is now going for a public hearing.

Mayor Anwar called for a vote on the motion, it was approved, unanimously

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ITEM:

15. New Business (Continued)

Y. Resolution Setting a Time and Place for a Public Hearing to Receive Citizen Input on the Establishment of a Construction Noise Ordinance

BE IT RESOLVED that the South Windsor Town Council hereby sets **Monday, February 5, 2018, at 8:30 p.m.**, in the Council Chambers of the South Windsor Town Hall, 1540 Sullivan Avenue, South Windsor, Connecticut as the time and place for a Public Hearing to receive citizen input on the establishment of a Construction Noise Ordinance.

Was made by Councilor Pendleton
Seconded by Councilor Maneeley

Councilor Glickman stated that he feels this is a fine motion and recommended that it be adopted.

Deputy Mayor Paterna requested that the neighbors around the on-going construction project where there have been issues, be contacted. Mr. Galligan stated that it could be done.

Mayor Anwar called for a vote on the motion, it was approved, unanimously

Z. Resolution Transferring Appropriations and Unexpended Bond Proceeds

WHEREAS, the Town of South Windsor, Connecticut (the "Town") adopted a resolution entitled "Resolution Appropriating \$5,790,000 for Planning, Design, Acquisition and Construction of Various Renovations and Improvements to the Town's Schools, including Information Technology Systems, Educational Technology and Equipment, and Authorizing the Issuance of \$5,790,000 Bonds of the Town to Meet Said Appropriations and Pending the Issuance Thereof the Making of Temporary Borrowings for Such Purpose" on November 6, 2012 (the "2012 Board of Education Projects Resolution"); and

(Resolution Continued on Next Page)

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ITEM:

15. Z. (Continued)

WHEREAS, the Town adopted a resolution entitled "Resolution Appropriating \$10,000,000 for Road, Drainage and Intersection Improvements and Authorizing the Issuance of \$10,000,000 Bonds of the Town to Meet Said Appropriation and Pending the Issuance Thereof the Making of Temporary Borrowings for Such Purpose" on November 7, 2006 (the "2006 Road Resolution"); and

WHEREAS, pursuant to Section 711 of the Town Charter, the Council is authorized to transfer unencumbered amounts of certain appropriations; and

WHEREAS, the 2012 Board of Education Projects Resolution and the 2006 Road Resolution do not require further funding and there are unexpended bond proceeds from such projects in the amount of \$953,812.00 remaining (the "Unexpended Bond Proceeds"); and

WHEREAS, the Town desires to transfer such Unexpended Bond Proceeds to other active projects and purposes of the Town

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of South Windsor:

Section 1: A total of \$647,417.00 of the Unexpended Bond Proceeds is hereby transferred to partially fund the projects authorized by the resolution entitled "Resolution Appropriating \$12,000,000 for the Planning, Design, Acquisition and Construction of Various Road Paving and Drainage Improvements and Authorizing the Issuance of \$12,000,000 Bonds of the Town to Meet Said Appropriation and Pending the Issuance Thereof the Making of Temporary Borrowings for Such Purpose"), adopted by the Town on November 4, 2014; and

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ITEM:

15. Z. (Continued)

Section 2: A total of \$306,395.00 of the Unexpended Bond Proceeds is hereby transferred to partially fund the projects authorized by the resolution entitled "Resolution Appropriating \$33,521,724 for Planning, Design, Acquisition, Construction, Equipping, and Furnishing of a New Orchard Hill Elementary School and Related Costs and Authorizing the Issuance of \$33,521,724 Bonds of the Town to Meet Said Appropriation and Pending the Issuance Thereof the Making of Temporary Borrowings for Such Purpose"), adopted by the Town on March 25, 2014; and

Section 3: This Resolution shall take effect immediately upon adoption.

Was made by Councilor Snyder
Seconded by Mayor Anwar

Councilor Riley stated that previously the community authorized the Town to issue bonds for certain purposes, but the total cost of those projects turned out to be less than what was anticipated and as a result there are unexpended bond proceeds. The Manager is proposing to reallocate those bond proceeds to other projects which the Town has already authorized which will reduce the bond issuances for those approved authorizations or do you then have those funds in those accounts to potential overruns? Mr. Galligan explained that the Town will look to reduce the bond itself on the next issue and use the unexpended funds for other projects for bonds so the Town will not have to go at a higher bond amount.

Councilor Glickman stated that he is in support of this resolution and encouraged other to adopt it.

Answering further questions, Mr. Galligan explained that the funds will be used for other road projects that have been authorized but not issued. The Town takes notes out on projects and when the Town goes to take the bond, the notes will be reduced and those funds will reduce the bonds and replace the notes.

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ITEM:

15. Z. (Continued)

Mr. Galligan then explained that although the new Orchard Hill Elementary School has already been built, the \$35,000,000 is actually notes. The Town does not bond everything right away. The Town takes notes out and then take bonds to pay those notes. The total dollar amount is broken down depending on the grants. If there is a road project, then the unexpended funds go towards another road project. The grants are associated with the project. Mr. Galligan informed the Council that bonds are issued in February.

Mayor Anwar called for a vote on the motion, it was approved, unanimously

AA. Resolution Authorizing the Appointment of a Successor Trustee and an Investment Manager for the Town of South Windsor Retiree Health Care Trust

WHEREAS, the Town adopted the Town of South Windsor Retiree Health Care Trust effective June 15, 2009 (hereinafter the "Trust"); and

WHEREAS, the Town desires to appoint the current Director of Finance, Patricia Perry, as Successor Trustee under the terms of the Trust; and

WHEREAS, the Town desires to ratify any action taken by the Successor Trustee prior to her formal appointment; and

WHEREAS, the Town desires to appoint the Pension Committee as the Investment Manager with respect to the Trust, only as an advisor without power to direct the investment and reinvestment of all or part of the trust funds

NOW, THEREFORE, BE IT RESOLVED that the Town Manager is authorized to enter into and execute on behalf of the Town of South Windsor a certain agreement entitled, "Agreement Appointing Successor Trustee and an Investment Manager for the Town of South Windsor Retiree Health Care Trust."

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ITEM:

15. AA. (Continued)

Was made by Councilor Riley
Seconded by Councilor Glickman

Councilor Riley questioned if Patricia Perry should be named as opposed to the Director of Finance? Mr. Galligan explained that if she decides to leave then the Council would have to rename, so he feels it would be better to name the position rather than the individual.

Town Attorney Borea added that under the terms of the trust, the trustee has to accept the terms. Mrs. Perry has taken some actions prior to being named trustee so the Council is ratifying those actions tonight as well.

Councilor Glickman felt this is a fine motion and recommended its adoption.

Mayor Anwar called for a vote on the motion, it was approved, unanimously

BB. Resolution Creating a Task Force to Make Recommendations to Enhance Transparency in Government

WHEREAS, the Town Council and South Windsor government takes pride in transparency; and

WHEREAS, transparency is a critical ingredient for our democracy; and

WHEREAS, it is always worthwhile for elected governments to assess if there is an opportunity to improve our transparency

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council supports the creation of a Task Force to make recommendations to enhance transparency in Government and to prepare a report of its findings to be presented to the Council and the public by March 19, 2018; and

(Resolution Continued on Next Page)

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ITEM:

15. BB. (Continued)

BE IT FURTHER RESOLVED that said Task Force be voluntarily composed of equal numbers of members of the Democratic and Republican Parties, with volunteers from the Council and both Town Committees. The total number of members not to exceed eight (8).

Was made by Mayor Anwar
Seconded by Councilor Glickman

Mayor Anwar stated that the reason for this task force is to look to see improvements can be made on any of the processes that are used to run a meeting. The task force will be made up of an equal number of democrats and republicans who can sit down and come up with a plan, if necessary.

Deputy Mayor Paterna felt that the task force should review if there is an opportunity to do more with technology that would help residents see more that is going on with Government.

Councilor Riley stated that it is always worthwhile to see if there is a way for the Town to improve upon transparency.

Councilor Glickman felt this is a fine motion and recommended its adoption.

Councilor Snyder agreed that it is always good to see if things can be improved and questioned if there is anything specific that the Mayor is alluding to? Mayor Anwar stated that there is nothing specific but would like to see residents more informed and involved in Town business.

Councilor Snyder stated that she would like to volunteer for this task force and emphasized that Town staff is always looking for ways to save money and she appreciates that.

Mayor Anwar called for a vote on the motion, it was approved, unanimously

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ITEM:

15. New Business (Continued)

CC. Discussion item: Tax Stabilization Fund (requested by Councilor Pendleton)

Mr. Galligan recommended to the Council that the Tax Stabilization Fund be done by ordinance.

Councilor Pendleton requested that an ordinance be drafted using 10% of new revenues to go towards the fund. Mr. Galligan stated he would have that draft ordinance for the first meeting in February.

Mayor Anwar asked the Council to give consensus to have the Town Manager draft an ordinance for the Tax Stabilization Fund with a resolution setting a public hearing for the first meeting in February. Councilor members gave their consensus.

Councilor Riley questioned if the Town Manager had said the rating agencies like the idea of a tax stabilization fund versus having the funds put in the general fund? Mr. Galligan explained that the rating agencies see a clear difference between using fund balance to stabilize your budget versus a fund that has been designed to stabilize your budget.

DD. Discussion Item: South Windsor Tree Inventory through the GIS System with Conservation and Replacement Planning (requested by mayor Anwar)

Mayor Anwar stated that he requested this discussion item because there has been a depletion of trees in the last few years between clearing for Eversource lines, losing trees from storms, and unhealthy trees falling down. Mayor Anwar stated he feels it is worthwhile to replace trees for the future. Using the GIS system, the Town has a mechanism to locate trees in the community and see where there have been a depletion.

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15. DD. (Continued)

Mr. Vincent Stetson, Tree Warden and Superintendent of Streets stated that he feels this is a great concept but it does have some hurdles along with it. The costs would be between \$75,000 to \$100,000 to have a firm come in and locate trees, giving the type of tree and the condition of the tree. After the first year it would cost approximately \$10,000 a year to have a server updated and pay for the license.

Mayor Anwar explained that he does not want every tree tagged in Town but would like areas identified where the Town is losing tree through GIS and Google Map and then try to have them replaced. The trees would not be put back where they were in the right away, but the idea is to plant trees somewhere else in a safer area where it would be healthy and would keep the tree count neutral in the community. Mayor Anwar stated that Canada seems to have a program and he would share that information with Mr. Stetson.

Mr. Galligan stated that a meeting can be held between himself, Mr. Stetson, and the Mayor. After the meeting, this item can be brought back to the Council.

Answering questions from the Council, Mr. Stetson explained that the Barton Property was a tree farm and for the Town to be able to use the property, there were 2,000 trees taken down.

Councilor Hockenberry stated that there was a similar program done last year on the Merritt Parkway that the Town could review.

EE. Discussion item: Strategic Plan *(requested by Councilor Snyder)*

Councilor Snyder stated that she requested this discussion so that the Council can come up with a system to benchmark our Strategic Plan. She would like to know some of the accomplishments that were met and how Town staff worked with the Strategic Plan to meet those accomplishment. This is something that should be reviewed continuously.

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15. EE. (Continued)

Mr. Galligan stated that he feels the Strategic Plan had helped the Town put together the last budget. The Town Council has adopted a succession plan which now allows more work to be done on economic development. Other areas that have been influenced by the Strategic Plan are capital projects, public safety, recreation, energy projects, and fund balance. Staff will work on their upcoming budgets with Scott Roberts and Vanessa Perry. Areas that should be reviewed are sidewalks, which could also be considered a public safety issue, tax stabilization, and fund balance. Mr. Galligan stated that the Town staff will continue to do projects that are based upon the Strategic Plan. The Strategic Plan should be reviewed every year to make sure the Town is working towards different goals set. The plan should be reviewed every few years to see if there should be any updates to it. Mr. Galligan then said he feels the best way to work through the budget would be to again, have the Town Manager and Superintendent of Schools hold meetings to discuss it.

Councilor Snyder stated that she liked the way the Town Manager and Superintendent worked together on the last budget. This year, Councilor Snyder explained that she would like to see items that are proposed for the budget be related back to the Strategic Plan goals. The Strategic Plan should be a working document. Councilor Snyder also requested that a quarterly update be given to the Council on a spreadsheet that shows the percentage increase to the fund balance and percentage decrease on expenditures. The document will be a mirror of what has been done through the budget which should also be communicated with residents.

Mr. Galligan felt that the best way to do something like this would be through the Town survey. The Strategic Plan can be part of the survey. The survey will be able to go out to more of the community to find out what the community wants.

Councilor Snyder also felt that another issue that should be considered are items that have not been done and how these items should be addressed through the Strategic Plan.

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ITEM:

15. EE. (Continued)

Mr. Galligan said he would review this and also reminded the Council that with any type of Strategic Plan process, when there are new items proposed, there is a cost associated with that.

Deputy Mayor Paterna felt that Strategic Plans cannot be stagnant document and suggested that the Council have a work session to consider a Strategic Plan that looks five to ten years down the road. Councilor Hockenberry felt that a work session would be a good idea.

Mayor Anwar requested that the new Council members receive a copy of the Strategic Plan and that it also be put on the website.

FF. Discussion Item: Budget Process for FY 2019 (requested by Councilor Snyder)

Councilor Snyder explained that she would like to make sure that there is a budget process in place. Last year the Council had the Town Manager and Superintendent of Schools work together to come up with a budget. That was successful since the Town did not have to raise taxes by 12% to 15% because the Town and Board of Education worked together to mitigate funding deficits. Councilor Snyder stated that she would like to see in this year's budget, if there is an increase over 2% a description should be given of what is the driving force for the increases. Major factors could be shown through graphs or pie charts. Councilor Snyder questioned the Council members what they thought would be the best way to handle the budget.

Mr. Galligan stated that the Council should inform him if more detail is needed. At this time, the two Assistant Town Managers are working with their respective Department's on the budget. Patricia Perry will work with both Assistant Town Managers and go over the numbers. There will be a waiting period until the assessment comes out at the end of January, for the appeals process, and for new revenues coming in. After these items are complete,

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ITEM:

15. EE. (Continued)

Mr. Galligan explained that he would have recommendations made to him and then a document would be drafted to go to the Council in March. The Council can have any type of report that is needed or wanted. Items can be related to the Strategic Plan. It would be helpful if this year's process is like last year's process.

Mayor Anwar felt that communications between the Board of Education and the Town Council is critical and it starts with the Town Manager and Superintendent of Schools.

16. Passage of Ordinance

None

17. Public Input/Participation (Any Matter)

None

18. Communications and Petitions from Council

Deputy Mayor Paterna explained that he would be attending a Sustainable Communities Workshop which is an effort statewide to get more Towns involved in sustainability issues. The Town is already doing many of the necessary items needed and could qualify for grants in the future. Deputy Mayor Paterna also informed the Council that he would be presenting a proposal in the future regarding a tax freeze for seniors. Any Council members who wishes, can contact him if they are interested in work on this proposal.

Councilor Snyder reported that Thanksgiving baskets were given to 142 families with 373 people receiving them. This included 42 deliveries to the elderly. The Adopt a Child Program included the participation of 197 children and 89 families. There were over 72 donors.

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ITEM:

18. Communications and Petitions from Council *(Continued)*

Mayor Anwar congratulated Sean Reed and Jackson Reed from Troop 880; and Robert Pelletier, Daniel Sollima and Nathan Grivers from Troop 390. All of these young men have become Eagle Scouts.

Deputy Mayor Paterna explained that he has invited Ariana Patterson to the next Town Council meeting to be recognized as the first high school student in the State of Connecticut who has obtained certification as a Master Naturalist.

Councilor Riley stated that he would like to still understand why the Town is paid to issue bonds.

19. Executive Session

None

20. Adjournment

At 9:47 p.m. Councilor Maneeley made a motion to adjourn the Regular Meeting. Deputy Mayor Paterna seconded the motion; and it was approved, unanimously.

Respectfully submitted,

Deborah W. Reid
Clerk of the Council