

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Minutes

Page 1

February 20, 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 Lisa Maneeley
Council Liz Pendleton
Councilor Matthew Riley
Councilor Janice Snyder

Members Absent: Councilor Mary Justine Hockenberry
Councilor Carolyn Mirek

Others Present: Matthew B. Galligan, Town Manager

5. Communications and Reports from Town Manager

Mr. Galligan reported on the following:

Local Government Funding

At the CCM Legislative Committee meeting, the DOT Commissioner gave a presentation on some of the issues that he is having with funding local road government projects. They have to float bonds for some of their projects, but in order to pay for those bonds, they have to take away a lot of the projects that have been earmarked for municipalities throughout the State of Connecticut. The Governor's proposal does have Town aid for roads in the budget, but those funds could go away.

Ordinances

There is a discussion item on the agenda tonight to discuss the Veterans Ordinance regarding the solicitation of funds for veterans. After the discussion, there is a resolution to set a public hearing.

(Discussion Continued on Next Page)

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 2

February 20, 2018

ITEM:

5. Communications and Reports from Town Manager (Continued)

Ordinances (Continued)

The second Ordinance is for Tax Stabilization Funds.

Food Waste Digester Plant

There were discussions about having an informational meeting in April for companies that may be interested in moving their food waste to a food waste digester plant. Various food companies will be invited to participate in this meeting.

After the tragic event in Florida, the Superintendent of School sent a notice out to parents and the South Windsor Police Department put information on their website, Facebook page, and Twitter account. An issue came up about Wapping School. The Police Department had done an assessment on security for that building when the Town took that building over. Mr. Favreau has made changes to that building for security purposes as each part of the building gets refurbished. There are drills that are in place in case of emergencies.

Sewer Committee

Met with Richard Aries who is the Chairperson of the Water Pollution Control Authority. There are old documents from the first committee that was established that are being reviewed before the new committee meets. Review of these documents will also help so the committee does not duplicate any actions that were done previously.

Mr. Galligan informed the Council that he would be attending a conference next week in Dallas, Texas for Public-Private Partnerships. In May, Mr. Galligan stated he would be attending a conference in Las Vegas, Nevada.

A quarterly report regarding the Strategic Plan was in the Town Councils packet for tonight.

Blasting Requirements

Mr. Walter Summers, Fire Marshal came forward and gave the Council a brief history of the permits that were granted to Toll Brothers. The first permit was taken out on October 2, 2017, and expired on November 2, 2017. That permit was taken

(Discussion Continued on Next Page)

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 3

February 20, 2018

ITEM:

5. Communications and Reports from Town Manager (Continued)

Blasting Requirements (Continued)

out by Blastech Corporation out of Southington. During that blasting period, there was one official complaint from 565 Nevers Road. The Town spoke with the blaster on site and then went to 565 Nevers Road and spoke to the property owner. The blaster had addressed concerns. The second permit was taken out, also by Blastech Corporation on December 5, 2017, and expired on January 5, 2018. There were no official complaints received. There are no outstanding permits at this time, and they have not applied for any other ones.

Answering questions from the Council, Mr. Summers explained that blasting is guided by State Regulations. Blasting can only occur during normal business hours. The company was requested to reach out to neighbors and suggested that they put up signs. These are not requirements but were just suggestions. These suggestions obviously did not happen, but there will be future discussions with the company and the Fire Explosion Unit if another permit is requested. Mr. Summers stated he is not sure if the Town can make stricter regulations than what is under the State Statute. There is work being done to update the State Statutes for this item. Mr. Summers stated he would clarify this issue with the Town Attorney.

Councilor Pendleton stated that the Town can create a local ordinance that would affect the Town directly as opposed to State, but would it help to have a letter from the Council when the Fire Marshal meets with the blaster that would state the Town Council's requests, since there is no ordinance in place yet? Mr. Summers felt that would help to assist him.

Mr. Galligan felt that instead of a letter, the Fire Marshal could bring the minutes from this meeting of the Council's concerns.

Mr. Summer requested that in the future, residents should call the Fire Marshal's Office or the Town Manager's Office to make complaints so they can be recorded. Mr. Summers then stated that the Town would strive to have the company more proactive the next time.

(Discussion Continued on Next Page)

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 4

February 20, 2018

ITEM:

5. Communications and Reports from Town Manager (Continued)

Councilor Paterna questioned how the Town would require the company to notify residents that blasting will take place on a certain day? The Town can only follow what is in State Statute right now but will research with the Town Attorney if we can make stricter local regulations on blasting.

Councilor Pendleton stated that the Town Council just created an ordinance on fracking and feels that an ordinance could be created regarding blasting.

Mr. Galligan continued with his Town Manager's Report explaining that there was a letter to the editor criticizing the Council on public participation. Mr. Galligan clarified that the individual who wrote the complaint did get up to speak at the Town Council Meeting. There was a public hearing that night regarding fracking, and the Town Council had invited a speaker to come to that meeting to give a presentation before the public hearing. This presentation helped the Council and public to understand what the fracking process is all about. The council moved the presentation up in the meeting so that it could be heard before the public hearing. This made it possible for the public to make appropriate comments. Fracking was on the agenda. The Town Council is not trying to stop any individual from saying anything. The other issue that was brought up was the value on homes. There is a company that did a lot of work placing the values on the homes in South Windsor. There will be a public meeting regarding coyotes on Wednesday, February 21, 2018. The Police Department cannot do anything about the coyotes; they are protected wildlife by DEEP. This meeting will be filmed.

Councilor Pendleton informed the public that during public input, no conversations are supposed to take place, but Town staff can get back to the public on different issues. The speaker that came before the Town Council at the last meeting was after public input was complete. Also, if any citizen has a concern regarding the revaluation, they can contact the Town Manager's Office or the Tax Assessor's Office. Mr. Galligan added that residents could appeal their assessment.

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 5

February 20, 2018

ITEM:

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

Mrs. Anitha Longo, 108 Lisa Drive came forward to announce that SWAP will be co-sponsoring an event honoring Black History Month on Friday, February 23, 2018, from 6:00 p.m. to 8:00 p.m. at the Book Club Bookstore and More at 869 Sullivan Avenue. The other event will be on Tuesday, February 27, 2018, from 6:30 p.m. to 8:00 p.m. at the South Windsor Public Library. The event is called Healthy Aging in South Windsor.

7. Adoption of Minutes

BE IT RESOLVED that the South Windsor Town Council hereby approves the Minutes of the following Town Council Meetings: Three sets of Public Hearing Minutes of February 5, 2018; and Regular Meeting Minutes of February 5, 2018.

Was made by Councilor Riley

Seconded by Councilor Pendleton

The motion was passed on a roll call vote of 5 to 0 with Councilor Maneeley and Councilor Snyder abstaining.

8. Public Petitions

None

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

Deputy Mayor Paterna stated that plans are progressing for the P. R. Smith Elementary School and Eli Terry Elementary School through the Public Building Commission. The Public Building Commission will be posting updated drawings and designs for both of these projects on the Town website. The public is welcome to attend these meetings on the second Wednesday of each month at 6:30 p.m. at Ellsworth School, Room 146.

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Minutes

Page 6

February 20, 2018

ITEM:

10. Reports from Standing Committees

Councilor Glickman reported that he had attended the Energy Committee meeting and the Audit Committee meeting and both seem to be progressing well. Councilor Glickman also informed the Council that he attended the CCM seminar where different insights were given about the direction of the State is moving. Councilor Glickman then stated that Town Manager Galligan is well respected in the State of Connecticut.

Deputy Mayor Paterna stated that the Priest Farm Planning Team is preparing to hire a historical architect to evaluate and produce plans for the renovation of the farmhouse which will be 200 years old in 2023. Residents are invited to attend these meetings which are held on second Wednesday of each month at 5:30 p.m. in the Board Room at the South Windsor Public Library.

Mr. Steve Wagner, Chairperson of the Energy Committee, came before the Town Council to report that the Energy Committee discussed the possibility of putting a solar carport at the Police Department. The Committee wanted to get input from the Town Council on whether the Town Council would like to go forward with something like that. Mr. Wagner explained that a typical installation would be a 75-kilowatt system which would generate approximately 90,000-kilowatt hours every year which is about 30% of the energy that is used in the Police Department. Unlike other solar projects, solar carports may raise the electric bill rather than lower it. One estimate was an increase of \$5,000 per year. Since the Town does not pay taxes, the Town cannot benefit from the 30% savings. The reasons this would be benefit to the Police Department are for shelter of the police vehicles during ice and snow storms, protects the police vehicles from bird droppings from the birds roosting on the cell tower above the vehicles, and will regulate the temperature in the police vehicles so that they do not have to run the vehicles to the extent that they are run at this time to keep the Nar can from spoiling. The Energy Committee does not want to issue an RFP if the Council does not want to move forward with this project. There are two sets of incentives. One is from the federal government, and there is another one called renewable energy credits. In this instance, built into this cost structure, there would be a ten cents per kilowatt hour credit from Eversource which is called a renewable energy credit. It is not known when those will be issued for an installation of this size.

(Discussion Continued on Next Page)

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 7

February 20, 2018

ITEM:

10. Reports from Standing Committees

Mayor Anwar felt that this item should be reviewed further by the Energy Committee and if the Committee would like to go forward with this project, a discussion should be held at a future Town Council meeting.

Councilor Glickman made a motion to refer this discussion to the Energy Commission. Mayor Anwar seconded the motion.

Councilor Snyder explained that to get a lot of the information and do an RFI, the Energy Committee would have to do a lot of work. This project would be more expensive because the Town would be paying for the structure which holds the solar power. The Energy Committee wanted the Council to guide them on whether this project should move forward, based on the benefits, not on cost savings. Mr. Wagner explained that it is unlikely that much more can be learned about this project without going out for an RFP or RFI. The Energy Committee does not want to go out for an RFP or RFI if spending an additional \$5,000 per year is something that the Council is not interested in.

Councilor Snyder called for a Point of Order stating that this was not supposed to be a formal vote on a motion. Mr. Wagner can tell that people are not interested in spending additional money that is not necessary.

Mr. Galligan stated that the Town might be able to do a project like this through a Private/Public 6320 Corporation and he would look for that when he is away at the conference.

Mayor Anwar called for a vote on the motion; the motion failed 4 to 3 with Mayor Anwar, Councilor Glickman, Deputy Mayor Paterna, and Councilor Pendleton in favor of the motion; and Councilor Riley, Councilor Maneeley, and Councilor Snyder in opposition of the motion.

11. Reports of Temporary Committees

Mayor Anwar clarified that there is no need to have a resolution dissolving the Polling Location Committee because in the original resolution, the Committee is terminated upon making its recommendation to the Town Council.

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Minutes

Page 8

February 20, 2018

ITEM:

11. Reports of Temporary Committees (Continued)

Mayor Anwar stated that the Transparency Task Force would hold a public forum to allow the public to speak regarding transparency for Town government on March 1, 2018, at 7:00 p.m. in the Council Chambers. Once input is given from the public, a recommendation will be given to the Town Council.

12. Public Participation (Items on the Agenda)

None

13. Consent Agenda

Councilor Riley made a motion to approve Agenda Items 14. A. (*); through 14. D. (*) and 15. A. (*) through 15. F. (*) as the Consent Agenda. Councilor Glickman seconded the motion; and it was approved, unanimously.

14. Unfinished Business

***A. Resolution Appointing Wayne Kilburn (R) an Alternate to the Economic Development Commission**

BE IT RESOLVED that the South Windsor Town Council hereby appoints Wayne Kilburn (R) an Alternate to the Economic Development Commission for a term ending November 30, 2021 to switch positions with Shaliesh Verma.

(Approved by Consent Agenda)

***B. Resolution Appointing Shaliesh Verma (R) a Full Member to the Economic Development Commission**

BE IT RESOLVED that the South Windsor Town Council hereby appoints Shaliesh Verma (R) a full member to the Economic Development Commission for a term ending November 30, 2019 to switch positions with Wayne Kilburn.

(Approved by Consent Agenda)

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Minutes

Page 9

February 20, 2018

ITEM:

14. New Business (Continued)

***C. Resolution Appointing Edward Kasheta, Jr. (D) to the Agricultural Land Preservation Advisory Commission**

BE IT RESOLVED that the South Windsor Town Council hereby appoints Edward Kasheta, Jr. (D) to the Agricultural Land Preservation Advisory Commission for a term ending November 30, 2019 to fill the unexpired term of Andrew Paterna.

(Approved by Consent Agenda)

***D. Resolution Appointing Kenneth J. Young (D) an Alternate to the Planning & Zoning Commission**

BE IT RESOLVED that the South Windsor Town Council hereby appoints Kenneth J. Young (D) an Alternate to the Planning & Zoning Commission for a term ending December 1, 2019 to fill the unexpired term of a vacancy, (previously William Flagg).

(Approved by Consent Agenda)

15. New Business

***A. Resolution Reappointing Karen Wagner (D) to the Mass Transit and Highway 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 reappoints Karen Wagner (D) to the Mass Transit and Highway Advisory 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)

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Minutes

Page 10

February 20, 2018

ITEM:

15. New Business (Continued)

- *B. Resolution Appointing Thomas Ruby (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 Thomas Ruby (D) to the Water Pollution Control Authority for a term ending November 30, 2021 to fill the expired term of Donald Antaya (R) and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

(Approved by Consent Agenda)

- *C. Resolution Appointing Jeff Trachtenberg (D) an Alternate to the Park and 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 Jeff Trachtenberg (D) an Alternate to the Park and Recreation Commission for a term ending December 31, 2021 to fill the expired term of Michael Saimond (D) and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

(Approved by Consent Agenda)

- *D. Resolution Reappointing Alan Larson (D) to the Park and 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 reappoints Alan Larson (D) to the Park and Recreation Commission for a term ending December 31, 2021 and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

(Approved by Consent Agenda)

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 11

February 20, 2018

ITEM:

15. New Business (Continued)

- *E. 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)

- *F. Resolution Reappointing Kathy Hale (D) to the Mass Transit and Highway 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 reappoints Kathy Hale (D) to the Mass Transit and Highway Advisory 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)

- G. Discussion Item: On-Line Permitting (*requested by Mayor Anwar*) (*Scott Roberts, Chris Dougan, and Michele Lipe to be present*)**

Mr. Walter Summers, Fire Marshal came before the Town Council and explained that town staff met a few weeks ago to discuss on-line permitting for our land use department. MUNIS was reviewed, and there are two other programs that staff would like to look at. One is View Permit which is a CRCOG product, and the other is GOTMS which the Town of Ellington has decided to purchase. The department heads and land use departments will get together to evaluate all three programs. Vendors will be coming to do a demonstration, a spreadsheet will be drafted, and a presentation will be given to the Town Council.

(Discussion Continued on Next Page)

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 12

February 20, 2018

ITEM:

15. G. (Continued)

Councilor Snyder stated that she is happy that town staff is going to look at a couple of different products. Mr. Summers explained that the presentation to the Council would probably be after the budget season.

At 8:00 p.m., Mayor Anwar recessed the Regular Meeting to hold a Public Hearing. The Regular Meeting reconvened at 8:02 p.m.

Mayor Anwar stated that having on-line permitting would allow individuals to submit permits on-line as well as make their payment on-line. This may not be true for all applications. Mr. Summers added that one of the goals is to make the Town Hall cashless.

Mayor Anwar questioned the Council if they were in consensus for Town staff to move forward with reviewing on-line permitting. Council members gave consensus.

H. Discussion Item: *Blasting (requested by Mayor Anwar)*

Mayor Anwar explained that this item was discussed during the Town Manager's Report.

I. Resolution Supporting Participation in the Sustainable Connecticut municipal Certification Program

WHEREAS, Sustainable CT is a comprehensive, statewide, action-oriented voluntary certification program, built by and for municipalities, with the vision that: ***Sustainable CT communities strive to be thriving, resilient, collaborative, and forward-looking. They build community and local economy. They equitably promote the health and well-being of current and future residents. And they respect the finite capacity of the natural environment;*** and

WHEREAS, Sustainable CT is designed to boost local economies, help municipal operations become more efficient, reduce operating costs, and provide grants and additional support to municipalities; and

(Resolution Continued on Next Page)

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Minutes

Page 13

February 20, 2018

ITEM:

15. I. (Continued)

WHEREAS, the first meeting of the Sustainability Advisory Committee must be held within 90 days of passing this resolution, and the Sustainability Team shall meet as frequently as needed, but no less than quarterly, and will report quarterly to the Town Council

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby authorizes South Windsor Director of Planning to serve as South Windsor's Sustainable CT contact person for the Sustainable CT Municipal Certification process and authorizes this person to complete Municipal Registration on behalf of South Windsor; and

BE IT FURTHER RESOLVED that to focus attention and effort within South Windsor on matters of sustainability, and in order to promote the Town Council local initiatives and actions toward Sustainable CT Municipal Certification, South Windsor town Council establishes a Permanent Sustainability Advisory Committee to consist of: Director of Planning or designee, Director of Parks & Recreation or designee, Director of Public Works or designee, one member of the Agricultural Land Preservation Advisory Commission, one member of the Open space Task force, one member of the Energy Committee, and two Town Councilors who will be appointed by the Mayor; and

BE IT FURTHER RESOLVED that the Sustainability Committee shall also provide an annual report to the South Windsor Town Council on the progress of its activities toward Sustainable CT certification, with reports and presentations made publicly available; and

BE IT FURTHER RESOLVED that South Windsor embraces an on-going process of working toward greater sustainability, by selecting which actions it chooses to pursue, from the voluntary menu of actions provided by Sustainable CT.

Was made by Deputy Mayor Paterna
Seconded by Councilor Snyder

(Resolution Continued on Next Page)

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Minutes

Page 14

February 20, 2018

ITEM:

15. I. (Continued)

Answering questions from the Council, Deputy Mayor Paterna stated that the designee is usually the same person for every meeting, but if there is an extreme situation, it may be another person than who was appointed as the designee.

Mayor Anwar appointed Deputy Mayor Paterna and Councilor Snyder as the members of this committee.

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

J. Discussion Item: Solicitation of Charitable Funds on behalf of Veterans

Mr. Galligan explained that the Patriotic Commission had reviewed this and a meeting is being scheduled with the Town Attorney and Chairman of the Patriotic Commission to review this ordinance one more time before the next Town Council Meeting. Any changes will be filed in the Town Clerk's Office five days before the public hearing. There was concern voiced about who would be enforcing this ordinance. The Patriotic Commission is charged with enforcing the provisions of the ordinance, in conjunction with the South Windsor Police Department. If someone is in violation, the Patriotic Commission will inform the Police Department, who will be issuing the violation. The Police Department currently regulates vendors.

Mayor Anwar stated that the first time this concept was discussed was when former Council Member, Carey Prague brought this concern up about individuals in the community who were soliciting funds for veterans, but they were not necessarily credible groups. This concern was brought to the Patriotic Commission at that time. This ordinance will make sure that individuals soliciting funds for veterans are credible.

Councilor Snyder added that former Councilor Billy Carroll brought this concern forward also. It is nice to see that this is coming forward to protect our citizens.

(Discussion Continued on Next Page)

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 15

February 20, 2018

ITEM:

15. J. (Continued)

Councilor Pendleton voiced concern about the ordinance which she feels gives a lot of authority to volunteers on the Commission. Councilor Pendleton stated that she feels the Patriotic Commission should be able to vet an agency and inform the Police Department whether the agency is good to solicit funds for veterans or not. The duties of the Patriotic Commission are described in the Code of Ordinances, and this language does not fall within that description, so would need to be amended, as well as establishing the proposed ordinance. Councilor Pendleton stated that this ordinance should be under the control of the Police Department rather than having this a Patriotic Commission ordinance and the Police Department would have the Patriotic Commission ensure that the different groups are legitimate. Councilor Pendleton stated that the public hearing should not be set until concerns are resolved.

Mayor Anwar clarified that Councilor Pendleton does not want members of the Patriotic Commission to have the responsibility to tell a certain group that they are not allowed to solicit in South Windsor. The approval should be with the Police Department. It should be that after the Patriotic Commission has approved it, the Police Department will have the final say.

Councilor Pendleton added that the ordinance should fall under the solicitation guidelines that the Police Department already has, there should be a paragraph explaining the procedure for this ordinance.

Mr. Galligan stated that these concerns could be brought up during discussions regarding this ordinance with the Town Attorney and Chairperson of the Patriotic Commission. Mr. Galligan stated that he understands that Councilor Pendleton does not want volunteers enforcing anything. The Police Department understands that the Patriotic Commission knows a lot of the organizations that solicit where the Police Department does not. The application should go to the Patriotic Commission, and the enforcement would be with the Police Department. Councilor Pendleton stated the application could be signed off by the Patriotic Commission, but the Police Department would be the entity that gives the permit. Mr. Galligan stated that these concerns would be addressed.

(Discussion Continued on Next Page)

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 16

February 20, 2018

ITEM:

15. J. (Continued)

Councilor Riley requested that the definition of person be reviewed as it relates to the definition of charitable and as it relates to an individual.

Councilor Snyder stated that she does not see anywhere in the ordinance that these vendors have to post their permits. If a vendor is in front of a business, she would like to require that vendor to post the permit.

Answering questions from the Council, Mr. Galligan stated that if a vendor is fined, those funds will go into the fund balance.

K. Resolution Setting a Time and Place for a Public Hearing to Receive Citizen Input on the Establishment of an Ordinance – Solicitation of Charitable Funds on behalf of Veterans

BE IT RESOLVED that the South Windsor Town Council hereby sets **Monday, March 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 **establishment of an Ordinance – Solicitation of Charitable Funds on behalf of Veterans.**

Was made by Councilor Snyder
Seconded by Councilor Maneeley

Councilor Pendleton made a friendly amendment to change March 5, 2018, to March 19, 2018. Councilor Snyder and Councilor Maneeley both accepted the friendly amendment.

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

(Resolution Continued on Next Page)

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 17

February 20, 2018

ITEM:

15. K. (Continued)

The resolution to read as follows:

BE IT RESOLVED that the South Windsor Town Council hereby sets **Monday, March 19, 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 **establishment of an Ordinance – Solicitation of Charitable Funds on behalf of Veterans.**

L. Discussion item: Charter Review (requested by Mayor Anwar)

Mayor Anwar explained that he is proposing to establish a document that lists proposed changes to the Town Charter. When the Town decides to make changes to the Charter, there will be a list of suggestions that can be reviewed.

Councilor members voiced their support. The Council Clerk can keep the on-going list.

16. Passage of Ordinance

A. Resolution Adopting the Establishment of an Ordinance Creating a Tax Stabilization Fund

BE IT FURTHER RESOLVED that the South Windsor Town Council hereby adopts the establishment of an Ordinance Creating a Tax Stabilization Fund, as shown in attached **Exhibit A.**

Was made by Councilor Pendleton
Seconded by Councilor Maneeley

(Resolution Continued on Next Page)

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Minutes

Page 18

February 20, 2018

ITEM:

16. A. (Continued)

Answering questions from the Council, Mr. Galligan explained that in order to terminate an Ordinance, a public hearing is required to be held. In order to get money into this fund, the first \$1,000,000 of surplus will go into your normal general fund, and anything above that will go into the tax stabilization fund.

Mayor Anwar stated that this fund is being established to stabilize the budget and should not be used for employees or any groups of the Town to use towards something that is not budgeted for. Councilor Pendleton stated that the purpose of the fund is described in the ordinance.

Mr. Galligan answered further questions explaining that if the State meets their obligations, the Town will be fine. The Town budget is still on a freeze.

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

17. Public Input/Participation (Any Matter)

Mr. Steve Wagner came forward and suggested that one of the first items that should be put on the list for changes to the Town Charter is the \$25,000 requirement to go out to referendum if you are bonding. Mr. Wagner then stated that when the previous Council approved the LED Streetlights resolution, there was a requirement in the resolution that the savings from the LED Streetlights be used for energy savings projects. If the Energy Committee does come back to the Council regarding the carport, that will meet that requirement set by Council. The savings on the LED Streetlights have not shown up yet because the billing system that Eversource has is confusing and it being worked on. The Town should be saving \$35,000 per year on the streetlights.

Members of the South Windsor Cricket League came forward and asked the status of the establishment of a cricket field with the pitch. The team has had sponsors in the past but do not have a sponsor this year to help with the purchasing of equipment and wondered if the Town would be willing to help with expenses.

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Minutes

Page 19

February 20, 2018

ITEM:

18. Communications and Petitions from Council

Mayor Anwar stated that a few years ago the Town was working on a field for the Cricket Team and the team should contact Ray Favreau regarding this item. Mr. Galligan added that there is a plan in the works and if the members would like a meeting with Ray and himself, they should contact the Town Manager's Office.

Answering questions from the Council, members of the Cricket Team explained that the field is larger than a football field. The team consists of 18 players with 11 players playing at a time. The structure that would need to be put on the field is a pitch which is in the middle of the field. The pitch is 60-70 meters all the way around, and the pitch should be permanent because the other pitches are very expensive.

Deputy Mayor Paterna encouraged the team to go to the Park & Recreation Commission for help with equipment.

If anyone is interested in sponsoring the team, they should call (860) 918-8567. The Facebook page is called South Windsor Cricket Club.

19. Executive Session

None

20. Adjournment

At 8:51 p.m. Councilor Maneeley 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

ORDINANCE ESTABLISHING A TAX STABILIZATION FUND PROGRAM**Sec. 2-4. - Tax Stabilization Fund Program.**

(a) *Title.* This section shall be known and may be cited as the Town of South Windsor Tax Stabilization Fund (TSF) program.

(b) *Purpose of Fund.* The Town's general tax revenues are sensitive to economic conditions as well as actions taken by state and federal government. Unanticipated revenue shortfalls during a fiscal year are usually addressed through reductions to services or increased taxes. The TSF program is established for sound financial management and fiscal accountability and enforces spending discipline by setting aside monies collected from revenues received during good economic conditions for use during years with lower growth or declining revenue. The TSF program may also reduce Town borrowing costs due to stronger bond ratings. The purpose of the Tax Stabilization Fund is to set aside revenue during years of strong growth in a fund which does not lapse at the end of the municipal fiscal year, which monies would then be available when revenue is stagnant or in decline and may be expended to prevent large tax increases and protect against the reduction of services in future years.

(c) *Establishment of TSF.* There is hereby established a fund pursuant to C.G.S. § 7-148(K), which fund shall not lapse at the end of the municipal fiscal year. Said Fund shall be known as the South Windsor Tax Stabilization Fund (TSF).

(d) *Fund Balance.* The Town's annual budget shall include allocations to the TSF in amounts adequate to meet its purposes as follows: Allocations into the fund will come from any surplus over one million dollars (\$1,000,000) in the General Fund annually. The Town Council may also appropriate up to 10% of the amount of tax revenue generated in the first full year of new residential and/or commercial construction and/or revenue generated by the expiration of tax abatement and/or tax fixing agreements resulting in increased personal property and/or real property taxes. Notwithstanding anything to the contrary herein, the aggregate balance in the TSF shall be a minimum of five hundred thousand dollars (\$500,000) but in no event shall it exceed a maximum of three million dollars (\$3,000,000).

(e) *Fund Expenditures.* The TSF shall not be reduced or used for purposes other than those specifically provided for in subsection (b) above, *Purpose of Fund*. During the development of the annual budget, the Town Council may authorize a transfer from the TSF to the General Fund. This transfer will be shown as a revenue line in General Fund Budgeted Revenue consistent to the extent possible with Use of Fund Balance entries. The minimum annual transfer amount shall be fifty thousand dollars (\$50,000) and the maximum annual transfer shall be five hundred thousand dollars (\$500,000) in any one fiscal year.

(f) *Management of Fund and Termination.* The TSF shall be administered by the Town Treasurer pursuant to Charter Section 205. The TSF shall only be terminated by an affirmative vote of six members of the Town Council.

THIS ORDINANCE WILL TAKE EFFECT AS PROVIDED BY THE TOWN CHARTER