

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

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July 2, 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 Audrey Delnicki
Councilor Mary Justine Hockenberry (arrived at 7:09 p.m.)
Councilor Liz Pendleton
Councilor Matthew Riley
Councilor Janice Snyder

Members Absent: Councilor Jeffrey Glickman
Councilor Lisa Maneeley

Others Present: Vanessa Perry, Acting Town Manager
Morris Borea, Town Attorney (arrived at 7:25 p.m.)

After Roll Call was complete, the Town Council recognized the dedication of a portion of Sullivan Avenue (Route 30 to Ayers Road) to Mr. Cary Prague, Recognized Team Hydrabots on their successful season; and recognized Benjamin Carlson on being named Hartford Public School Teacher of the Year.

5. Communications and Reports from Town Manager

Assistant Town Manager, Vanessa Perry reported the following:

- The Town Council has received a copy of the Town Attorney contract. The contract has a 30-day termination stipulation which means it can be terminated at will without cause. The contract also states that if the Town Attorney attends a meeting, he will only charge for a maximum of two-hours.
- At the July 17, 2018 Town Council Special Meeting, the Town Manager would like to discuss the proposal he sent to the Council from the Connecticut Economic Resource Center for economic development consulting services.

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5. Communications and Reports from Town Manager (Continued)

- The Town Manager met with a representative from the Buxton Company which is a national company that assists municipalities with economic development. He will schedule them to make a presentation regarding their services in September.
- The Before and After Care Assessment Committee met twice last week and will be meeting again next week. The Town Manger will provide a report to the Council on July 17th.
- The Town Manager attended a Planning & Zoning Commission Meeting on June 26, 2018 to discuss economic development prospects for the I-291 Corridor.
- The Town Manager attended the Economic Development Commission Meeting on June 27, 2018 to discuss the Mayor TV program and economic development strategies which included the CERC contract. A tax abatement for Electro-Methods was also discussed.
- The Town received approval from the state to go out to bid for Phase III of Avery Street and the Buckland Road sidewalk program. The agreements have been signed and sent to Town staff.
- A staff meeting was held on June 28, 2018 and the report from the Transparency Task Force Committee was discussed. Staff will be working with IT to start putting the digital recordings of meetings on-line. IT will start working on instructional videos. The Town Manager is looking into billboard options.

Mr. Jeff Doolittle, Town Engineer, came before the Council and explained that the Avery Street, Phase III, starts at Orchard Hill Drive/Benedict Drive and goes up the hill to the Manchester Town Line. The Town was able to secure enough funds to continue the sidewalks all the way down to the Walgreens driveway.

Answering questions from the Council, Mr. Doolittle explained that the entire project is paid for under the funding by the State of Connecticut. The sidewalks will only be on the west side. The project is currently out to bid. The bids will be opened the third week in July, so the project should begin in August. It is hopeful that the project will be completed by December 1, 2018, but if the project takes longer, it will not be complete until next spring.

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6. Public Input (Items Not on the Agenda)

Mr. Kumar, St. Marc Circle, came forward to thank the Council for establishing a Committee to discuss the 4th R Program. It is hopeful that a solution will be found.

Mr. Kenneth Young, 595 Avery Street, requested that the Council answer him on a letter he had sent to the Council.

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 Meeting: Regular Meeting Minutes of June 4, 2018.

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

BE IT RESOLVED that the South Windsor Town Council hereby approves the Minutes of the following Town Council Meeting: Regular Meeting Minutes of June 18, 2018.

Was made by Councilor Hockenberry
Seconded by Councilor Anwar

Councilor Riley requested that on page 4 under Item 15. C. the word sector be inserted between private and issue.

Mayor Anwar called for a vote on the minutes as amended; they were approved, unanimously.

8. Public Petitions

None

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

Mrs. Ginny Macro, 1828 Main Street, and Chairperson of the Historic District Commission came forward and informed the Council and public that the Historic District Commission is in the process of making signs for historic houses in Town. The signs will be paid for by homeowners at the cost of \$30.00. Homeowners can fill out a form which will give background information on the property so the Historic District Commission can verify that the home is a historic property. The Historic District Commission has done three phases from 2007 to 2014 to document the historic homes in Town that are 50 years old or older. These surveys are on-line and can be printed. It is hopeful that residents will take advantage of program. There are 150 historic homes on Main Street and another 150 homes throughout South Windsor.

10. Reports from Standing Committee

None

11. Reports of Temporary Committees

None

12. Public Participation (Items on the Agenda)

Mr. Joe Kennedy, 81 Alison Drive, member of the Open Space Task Force and Chairman of the SWALPAC, stated that open space and farmland preservation would help maintain the rural character of the Town. In early June, SWALPAC sent out letters to farm owners. The Commission has received a few responses from farm owners who are interested in the purchase of development rights. Mr. Kennedy urged the Council to support a referendum for \$2,000,000 for open space and farmland preservation.

Mr. Roy Normen, Homestead Drive, came forward in support of the Open Space referendum. Open space is a low cost to maintain. The Open Space Task Force has a plan which consists of open space properties where priorities properties are listed, and then a whole process is followed. When properties come up, it is good to have the funds available to obtain open space or preserve farmland.

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At 8:00 p.m. Mayor Anwar recessed the Regular Meeting in order to hold a Public Hearing. The Regular Meeting reconvened at 8:03 p.m.

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

Mr. Herb Asplund, 56 Tumblebrook Drive, member of the Open Space Task Force, came forward to speak in favor of the Open Space referendum. This referendum would be an investment in the Town, not an expense as would happen if there were development on the property.

Mrs. Ginny Macro, 1828 Main Street stated that the Town partnered with the State to devise development rights for a home on Main Street which can never be developed. Mrs. Macro stated that she supports the referendum.

Mr. Gene Botteron, 34 Victor Lane came forward to speak in favor of the Open Space referendum. Land preservation benefits all resident in the Town and maintains space for wildlife which enhances the enjoyment of life in South Windsor.

Deputy Mayor Paterna made a motion to suspend the rules in order to bring Item 15. C. forward. Mayor Anwar seconded the motion; and it was approved, unanimously.

15. New Business

C. Discussion Item: Referendum for \$15,000,000 for Infrastructure, and \$2,000,000 for Open Space (requested by Mayor Anwar) (Scott Roberts to be present)

Mayor Anwar explained that the Council would be making a decision shortly on whether to have two referendum questions in November. One referendum question would be regarding bonding \$15,000,000 for infrastructure, and the other is bonding for \$2,000,000 for open space. The public should hear the reasons why these referendum questions should move forward. Mayor Anwar reminded the Council that if the Council approves the resolutions for these referendums, the Council cannot have open conversations regarding these referendum questions from that point on.

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ITEM:

15. C. (Continued)

Deputy Mayor Paterna stated that this \$15,000,000 worth of projects represent \$40,000,000 worth of needs that were vetted through the Capital Projects Committee and Town staff.

Councilor Snyder requested a copy of the project sheets and the spreadsheet that lists the projects.

Mr. Roberts, Assistant Town Manager, reported that the \$15,000,000 bond referendum request would be broken out into five categories. The categories are road construction, paving and drainage set forth by the Public Works Pavement Management Plan for the \$8,980,000, parking lot, roofs and Main Street/Podunk River bridge (as set forth in the Staff Capital Inventory/Request Plan for \$4,244,000; repair to South Windsor High School masonry band for \$876,000; sidewalks (as set forth in the Engineering Sidewalk Management Plan) for \$750,000; and Road repairs, bridge repairs and other improvements to routes to Eli Terry Elementary School for \$150,000. These projects total \$15,000,000. It has been set up that if the Town receives savings or benefits as we go out to bid because we do not have all of the final prices, that the savings will be able to be used for additional projects that are on these management plans. This will also give the Town some flexibility should something happen between the time the referendum is approved and the time when the funds are spent on the projects. Mr. Roberts informed the Council that the resolutions for the referendums need to be approved by the September 4, 2018 Town Council meeting.

Mayor Anwar felt that the Council should also discuss what would be the outcome if the referendums do not go forward.

Mr. Jeff Doolittle, Town Engineer came before the Council and stated that there is \$40,000,000 worth of projects throughout Town that need to get done. From that list, there was \$15,000,000 worth of projects that were targeted to get done with this bond referendum. If the

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15. C. (Continued)

referendum does not go forward, the projects stay on this list longer, and the cost will increase significantly the longer it takes to get them done. If the Town does not spend money to fund the roads, they will degrade, and the residents will not be happy with the conditions of the roads.

Deputy Mayor Paterna reiterated that the cost of doing nothing now just makes it more expensive down the road if we don't take care of items now. Mayor Anwar added that delay in this would have an impact on the Town's infrastructure and the cost will be more as well as the burden to the taxpayers.

Mr. Doolittle explained that there are parking lots in Town facilities that have been on the Capital list for many years. They are at a point where they need to be done because if they are not done, there will be an increased risk of liability to the Town.

Councilor Riley requested that a list of the projects that these funds will be funding be provided to the Council.

Answering questions from the Council, Mr. Doolittle explained that if something happens in an area where the Town is already working, the Town will try to fix a problem in the same area so the Town will not have to go back to it later. After funding is secure, the Town will plan out projects over a six-year period which will give the Town some reprieve to the Capital Projects budget for that period, but also allows the Town to plan out and execute projects.

Mr. Gantick, Director of Public Works, came forward and explained that the Pavement Management Plan is a summary report of the program that has all of our data for all of the roads in Town. The Town needs to use these funds to stabilize the pavement conditions in Town. A list of projects could be produced, but the concern is that when the referendum comes along, and there is another survey of the roads done, the data may change. This referendum will give the Town a good start to try to stabilize some areas.

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ITEM:

15. C. (*Continued*)

Answering further questions from the Council, Mr. Gantick stated that parking lots at Town facilities would be re-evaluated to see what should be done first.

Mayor Anwar informed the public that if these referendums pass, the funds are available, but the Town does not start paying back these funds until they are used. Mayor Anwar also felt that this is the right time to invest in our community.

Mr. Patrick Hankard, Facilities Manager for the Board of Education, explained that the first project being proposed is the replacement of a piece of roof at South Windsor High School. This is a 1992 piece of roof, so it is twenty-six years old. This project is a state reimbursable project. The second project is a 1992 product which is a masonry band that is around the high school building. Both these projects should be able to be completed next summer if the referendum is passed.

Answering questions from the Council, Mr. Hankard explained that the masonry band has not been designed yet. An architect will be hired to design the project. If the roof is not repaired, there could be leakage which could create health issues.

Mr. Roberts informed that Council that the plan is to have the \$15,000,000 as one referendum question. Mr. Hankard strongly urged the Council to keep the \$15,000,000 as one question.

Mr. Clay Major, Facilities Manager in the Public Buildings Division, explained that he is requesting funds for the replacement of the Library roof. The roof, which is rubber, was put on the Library in 1997 when the Library was renovated. There is approximately 17,900 square feet of rubber membrane that needs to be replaced. The life span of this type of roof is between 15-20 years, and this roof has exceeded that already. What happens over time is the rubber roof is like a rubber band, it expands and contracts, but over time it stretches and does not contract any longer. There have been some leaks that have occurred.

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15. C. (Continued)

Mr. Hankard stated that there areas of the Wappng roof (over the cafeteria and administrative area) that also need to be replaced.

Mr. Doolittle came forward to address sidewalks throughout Town. The referendum is asking for \$750,000 to make sidewalk repairs throughout Town. There are many places where there are trip hazards throughout Town. The Town is under a mandate to bring the sidewalks up to ADA standards. These funds will allow the Town to address the worst sidewalks throughout Town, and develop a plan to keep repairing the sidewalks in the future. The \$150,000 that is specific to Eli Terry which is the Town's share of construction funds for the safe routes to school project. The state is going to contribute well over \$1,000,000 for this project. Revisions are being made to fit it in with the new school plans.

Chief Cooney, South Windsor Volunteer Fire Department, explained that the parking lot at Fire Headquarters needs to be replaced. Four years ago the front parking lot where the apparatus leaves from the front bays was done. This referendum would take care of the remainder of the parking lot. The building was built in 1978 through a referendum which included a community room to be built. The community room is rented out to the public almost on a weekly basis. If this project is not done, it could be a liability issue.

Councilor Pendleton stated that if this referendum is approved and these projects are done, she would like to see these items maintained. Councilor Pendleton suggested that for the next budget, each department estimate a cost for routine maintenance.

Mrs. Pat Botteron, representing the Open Space Task Force came before the Council and explained that at the June 4, 2018 Open Space Task Force meeting, it was discussed and voted upon with the majority approval to request the Town Council to consider putting a \$2,000,000 open space referendum question on the November 2018 ballot. There is presently \$1,600,000 left in the 2009 open space referendum funding.

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15. C. (Continued)

There are many reasons why the Town should obtain open space funding; it could be for screening and buffering, active recreation, passive recreation, agricultural, habitat. The school system is currently in the process of upgrading three of the schools; open space preservation can significantly reduce the number of future residential houses. The Open Space preservation works to maintain the agricultural heritage of South Windsor and ensures sustainability by providing a local food supply. The quality of life for South Windsor citizens is maintained by ensuring the presence of natural areas for passive recreation and reducing wildlife habitat fragmentation.

Mayor Anwar stated that people are healthier in a Town that preserve open space because it is environmentally and emotionally better.

Answering questions from the Council, Mrs. Botteron explained that the Open Space Task Force does not personally do any type of outreach to the community. In the past, homeowners meetings were held to tell the homeowners that the Town may be interested in their property, but they are in no way obligated to sell to the Town if they do not want to. The Town has an Open Space Master Plan with a list of priorities which is on the website and is currently being updated. It is hopeful to have the Master Plan update done by September.

Councilor Snyder requested that when the list is updated, it be sent to the Council.

Mrs. Botteron explained the process that the Open Space Task Force uses to decide on the properties that they would like to acquire and what is looked at. In the past, the referendum question was stated as follows: "Shall the \$4,000,000 appropriation and bond authorization for the acquisition of land or interest in land for open space preservation, recreation, conservation, or agricultural and preservation be approved."

Councilor Riley stated he is in favor of the work that the Open Space Task Force does by setting aside funds for the purchase of open space and making

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15. C. (Continued)

sound recommendation to the Council. Councilor Riley stated he particularly likes the use of the funds for the purchase of development rights which is a tremendous use of Town funds. There are acquisitions that he feels the Town may not have gotten a return on its investment and feels the Council should review these areas. Councilor Riley questioned if there is an overlap at all between the mission of Open Space Task Force and the mission of SWALPAC? Mrs. Botteron said she does not feel there is an overlap. The South Windsor Land Trust, SWALPAC, and Open Space Task Force work in conjunction with each other.

Mayor Anwar stated he feels there is a consensus to move forward with both referendums.

13. Consent Agenda

None

14. Unfinished Business

None

A. Resolution Approving a Transfer of \$6,000 from the Contingency Account to the Cemetery Association Account

BE IT RESOLVED that the South Windsor Town Council hereby approves a transfer of \$6,000 from the Contingency Account to the Cemetery Association Account to cover costs associated with the Cemetery Association Budget.

Was made by Councilor Delnicki
Seconded by Mayor Anwar

Answering questions from the Council, Mayor Anwar explained that there was only \$8,000 put into the budget and the Cemetery Association should be receiving \$14,000.

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

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ITEM:

15 New Business (Continued)

B. Resolution Accepting the Resignation of Sandy Ramesh (R) from the Housing Authority

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

BE IT FURTHER RESOLVED that the South Windsor Town Council extends its thanks to Sandy Ramesh for the time she has dedicated to serving the community by her membership on the Housing Authority.

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

D. Discussion Item: Recycling Pick-up (*requested by Councilor Delnicki*)

Councilor Delnicki explained that she would like the Town Manager and his staff along with Public Works to provide a couple of options for recycling. The items to review would be the cost of adding weekly recycling pick-up, adding a monthly bulk pick-up of the boxes the same week as the regular bulky waste pick-up of large items, and possibly ending the single stream recycling program and adding a separate bin for glass and plastics, and a separate bin for papers and cardboard boxes. At the September 4, 2018, Councilor Delnicki requested the dollar amounts of the options listed, as well as the possibility of having a 30-minute presentation on recycling with someone from SMI coming in to discuss glass recycling. Councilor Delnicki also felt that Strategic Materials, Inc. should come to explain glass recycling and the best way to avoid the contamination of the glass, as well as to have Material Innovations and Recycling Authority provide what they do in their facility.

Councilor Delnicki informed the Council and public regarding Public Act 18-181, Section 12 which will be in effective this coming October 1st – Department of Energy and Environmental Protection, upon the request of a municipality shall authorize a two-year pilot program for the collection of glass

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15. D. (Continued)

by one or more third parties separate from the curb side recycling collection program including prohibiting the collection of glass from the curb side recycling collection program in such municipality provided such a pilot program includes one or more locations where glass is collected at no charge to the residents. In September meeting should get cost on a couple of the ideas.

Mayor Anwar stated that he had visited the SMI facility. It is fascinating that they are collecting glass from all over the region and it is probably one of the very few sites.

Answering questions from the Council, Councilor Delnicki explained that currently glass goes into the trucks and is getting mixed in with a lot of other debris which contaminates the glass. Glass is a high-value commodity and if it is contaminated, the glass recycler is not going to want it because you are only allowed a certain amount of contamination.

Mr. Gantick stated that a similar question was asked about going to weekly recycling and it is going to add about \$200,000 to the bottom line of the budget. Certainly, the market place is changing, and South Windsor is one of the few communities that is still getting credit for recycling. Right now the Town is netting about \$30,000 per year. The problem is that China stopped taking a lot of the recyclables that are collected in the United States. There are contamination issues. It is going to start costing communities a lot more money. Mr. Gantick stated that he expects some increases in the Town's recycling costs and refuse and recycling budget. Mr. Gantick stated that he would explore with the companies in South Windsor.

Councilor Delnicki explained that the pilot program that is being proposed will consist of residents dropping their glass at a specified location and it would not cost them anything.

Councilor Pendleton requested that Mr. Gantick checks into a separate bin for glass. Mr. Gantick stated that if the Town adds another product to be picked up or separated, another truck will be necessary which will cost money.

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15. D. (Continued)

Mr. Gantick said he would discuss this further with Councilor Delnicki to get a better idea of what she is looking for.

Councilor Pendleton suggested that the Town Garage could be an area where residents could bring their glass. Councilor Delnicki stated that the SMI facility could possibly be an area for glass to be dropped off and that is why she wants them and MIRA to come and discuss this with the Council.

Mayor Anwar felt that this is a great opportunity to see how the Town can benefit as well as existing businesses in Town. Mayor Anwar felt it would be worthwhile to discuss this further and requested the Town Manager and Town staff to look at this further.

E. Resolution Authorizing the Appropriation of \$86,723 of LoCIP Funds to Cover Costs Associated with the Telephone System Wiring and Replacement of a Cooling Tower

WHEREAS, the Town Council wishes to use \$86,723 in LoCIP funds to pay for telephone system wiring and replacement of a cooling tower

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby authorizes the Town Manager to apply to the State of Connecticut, Office of Policy and Management to use \$86,723 in LoCIP funds to cover costs associated with the telephone system wiring for new phones at the Police Department and Community Center; and replacement of the cooling tower at the South Windsor Public Library.

Was made by Councilor Snyder
Seconded by councilor Delnicki

Answering questions from the Council, Mr. Gantick explained that LoCIP stands for Local Capital Improvement Program. The State of Connecticut funds an allotted amount of money to each Town for their capital projects, but each Town applies to get those funds.

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15 E. (Continued)

Councilor Riley stated that the Council usually does not have the approval of a resolution on the same night as the public hearing because the Council wants to hear from the public after a public hearing is held, but there was a timing issue which resulted in the need to decide on the resolution.

Deputy Mayor Paterna noted that there is a 100% reimbursement of these funds to the Town, so Town dollars are not being used.

Mayor Anwar added that during the public hearing there were 15 people in favor of moving forward and there was no opposition.

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

Deputy Mayor Paterna made a motion to suspend the rules in order to go to Items 16, 17, 18, and 19. Councilor Riley seconded the motion; and it was approved, unanimously.

16. Passage of Ordinance

None

17. Public Input/Participation (Any Matter)

None

18. Communications and Petitions from Council

Councilor Hockenberry informed the Council that the Human Relations Commission had their first meeting this past Wednesday and voted in their officers. They held their first event where they sponsored South Windsor in Windsor at a vigil at the First Congregational Church for the families that have been separated at the borders.

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ITEM:

18. Communications and Petitions from Council (Continued)

Councilor Delnicki stated that she received a message from Mrs. Strong on Graham Road who is questioning why there is no gate or fence up where the Toll Brothers construction area is located.

Deputy Mayor Paterna stated that he thinks the gate came down because it is an open sales area now, so customers need to get in there.

19. Executive Session

At 10:09 p.m., Deputy Mayor Paterna made a motion to go into Executive Session to discuss a draft agreement which would result in disclosure of public records or information which is exempt from disclosure at this time pursuant to Connecticut General Statutes §1-210(b)(1) and §1-210(b)(5)(B), and to discuss a personnel issue. Mayor Anwar seconded the motion; and it was approved, unanimously.

The following individuals were invited into Executive Session: Mayor Anwar, Deputy Mayor Paterna, Councilor Delnicki, Councilor Hockenberry, Councilor Pendleton, Councilor Riley, Councilor Snyder, Assistant Town Manager Vanessa Perry, Assistant Town Manager Scott Roberts and Town Attorney Morris Borea (Personnel Issue).

At 10:45 p.m. Councilor Delnicki made a motion to adjourn the Executive Session. Councilor Snyder seconded the motion; and it was approved, unanimously.

15 New Business (Continued)

F. Resolution Authorizing Town Manager, Matthew B. Galligan to Negotiate, Sign, and Execute an Agreement with the Town Attorney

BE IT RESOLVED that the South Windsor Town Council hereby authorizes Town Manager, Matthew B. Galligan to negotiate, sign, and execute an agreement with Town Attorney Morris Borea with Halloran and Sage.

Councilor Riley recued himself from this item.

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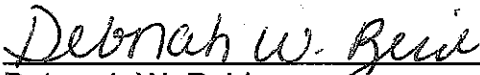
15 F. (Continued)

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

20. Adjournment

At 10:50 p.m. Councilor Pendleton made a motion to adjourn the Regular Meeting.
Councilor Snyder seconded the motion; and it was approved, unanimously.

Respectfully submitted,



Deborah W. Reid
Councilor Clerk