

**TOWN COUNCIL  
TOWN OF SOUTH WINDSOR**

**Minutes**

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**February 19, 2019**

**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 Mary Justine Hockenberry  
Councilor Karen Lydecker  
Councilor Lisa Maneeley  
Councilor Liz Pendleton  
Councilor Matthew Riley  
Councilor Janice Snyder

Members Absent: Councilor Audrey Delnicki

Others Present: Matthew B. Galligan, Town Manager  
Morris Borea, Town Attorney (arrived at 7:22 p.m.)

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

Mr. Galligan reported on the following items:

- 2018 Pension Valuation by Milliman - South Windsor is in good standing and is moving in the right direction. By 2038 or sooner, South Windsor will be out of the defined benefit which is key. Presently there are 1.4 million dollars in the ARC which is a required contribution. Those funds can be used in the future when the defined benefits fund is no longer required. The pension plan for the Board of Education is 88% funded, and the Town is 66% funded.
- 460 Miller Road – The case was tried last week, and there will be an Executive Session on this item tonight. The Town Attorney would like to talk about this case as well as the federal case.
- Plastic Bag Elimination – The Town Attorney and the Health Department have been working on this issue. The Town Attorney will draft an ordinance for this item.

**(Discussion Continued on Next Page)**

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**ITEM:**

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

- Porter's Hill – The sign will be put up in the spring once the ground is no longer frozen.
- Budget Calendar – The Clerk of the Council has drafted a budget calendar and has sent it to the Council members. Town staff is working on the budget and will send it to the Council once they are done.

Councilor Snyder requested that at least two work sessions be held during the budget discussions. Mr. Galligan stated that there are plenty of open nights were work sessions can be added if necessary. Mayor Anwar informed Councilor Snyder that on April 24<sup>th</sup> and May 1<sup>st</sup> the Council has work sessions scheduled.

Answering questions from Mayor Anwar, Mr. Galligan explained that if the Council would like the pension plan to be funded at a higher percentage, the Council could add more to that fund during the budget season. At the end of the year, there may be a surplus that could be added.

Mayor Anwar questioned if a resolution would be necessary to put up the sign at Porter's Hill? Mr. Galligan thought the Council had a consensus on this issue but would check into it. If a resolution is needed, it can be done at the next Town Council meeting.

Mr. Galligan informed the Council that he received a memorandum from Anthony Manfre, Superintendent of Pollution Control, regarding recycling education and public outreach, as shown in attached **Exhibit A**. Mr. Galligan stated he would forward that memorandum to the Council.

Deputy Mayor Paterna stated that other Towns are separating their waste and having vendors pick up the different items.

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

The Registrar of Voters, Mrs. Sue Burnham, and Mrs. Sue Larsen came before the Council to remind the Council and public that there will be an election held on February 26, 2019. The hours will be 6:00 a.m. to 8:00 p.m. with all voting districts

**(Discussion Continued on Next Page)**

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**ITEM:**

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

open. Philip R. Smith will not be utilized and will be moved to Community Center on Nevers Road. The public will enter where the side ramp is located. Signs will be posted to direct residents. The entrance and the exit for voting at Pleasant Valley Elementary School will be the gym door.

Answering questions from the Council, Mrs. Larsen explained that the entrance and exit for voting at the high school are not utilized by students so there will be no changes made. The old Philip R. Smith Elementary School and the old Orchard Hill Elementary School will have signage directing residents. Mrs. Burnham added that there would also be signage at the Community Center.

Mr. James Poulin, 430 Strong Road, came before the Council to request that Redland Brick not be issued a five-year temporary permit for the activities that are being done on their property. Mr. Poulin explained that dust and air pollution are health concerns to surrounding residents.

Mr. Keith Bollier explained that he owns two commercial properties in Town and last summer he purchased a two-acre property that abuts the area where Redland Brick wants to dig. Redland Brick is going to have to pump 250 gallons of water per day out of the pond to get access to the clay product that they want to mine. Mr. Bollier stated that he is present tonight to oppose Redland Brick from getting a five-year temporary permit for this activity.

Mr. Walter Busto, 434 Strong Road, came forward to speak in opposition of Redland Brick being granted a five-year temporary permit. The dust that is produced by this action is unhealthy. The large vehicles make the house tremble and are very noisy. The windows cannot be opened because of the dust.

**7. Adoption of Minutes of Previous Meeting**

BE IT RESOLVED that the South Windsor Town Council hereby approves the Minutes of the following Town Council Meeting: Regular Meeting Minutes of February 4, 2019.

Was made by Councilor Hockenberry

Seconded by Mayor Anwar

The motion passed on a roll call vote of 7 to 0 with Councilor Maneeley abstaining.

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**ITEM:**

**7. Adoption of Minutes of Previous Meeting (Continued)**

BE IT RESOLVED that the South Windsor Town Council hereby approves the Minutes of the following Town Council Meeting: Special Meeting Minutes of February 11, 2019.

Was made by Councilor Pendleton

Seconded by Councilor Hockenberry

The motion passed on a roll call vote of 6 to 0 with Councilor Snyder and Councilor Riley abstaining.

**8. Public Petitions**

None

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

None

**10. Reports from Standing Committees**

Mr. Wagner, Chairman of the Energy Committee, came forward and reported on the steady reduction of energy usage by South Windsor households, businesses and industry; monthly energy tips that will be put on the website for residents to review; the Chamber of Commerce having a breakfast meeting where the C-PACE program was discussed; and the performance of the Virtual Net Metering project in East Windsor.

**11. Reports of Temporary Committees**

None

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**ITEM:**

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

None

**13. Consent Agenda**

Motion to approve Agenda Items 14. B. (\*) through 14. E. (\*) as the Consent Agenda.

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

**14. Unfinished Business**

**\*B. Resolution Reappointing Christine Shaher (R) to the Human Relations Commission**

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Christine Shaher (R) to the Human Relations Commission for a term ending November 30, 2021.

**(Approved by Consent Agenda)**

**\*C. Resolution Reappointing Kathleen Daugherty (R) to the Personnel Board of Appeals**

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Kathleen Daugherty (R) to the Personnel Board of Appeals for a term ending November 30, 2021.

**(Approved by Consent Agenda)**

**\*D. Resolution Reappointing Kevin Greer (R) to the Demolition Delay Committee**

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Kevin Greer (R) to the Demolition Delay Committee for a term ending December 31, 2020.

**(Approved by Consent Agenda)**

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**ITEM:**

**14. Unfinished Business (Continued)**

**\*E. Resolution Reappointing Tim Shepard (R) to the Demolition Delay Committee**

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Tim Shepard (R) to the Demolition Delay Committee for a term ending December 31, 2020.

**(Approved by Consent Agenda)**

**A. Discussion Item: Hiring Process for the Position of Town Manager**

None

**15. New Business**

**A. Resolution Accepting the Resignation of Arshad Mehmood (D) from the Human Relations Commission**

BE IT RESOLVED that the South Windsor Town Council hereby accepts the resignation of Arshad Mehmood (D) from the Human Relations Commission; and

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

Was made by Councilor Lydecker  
Seconded by Mayor Anwar

Mayor Anwar thanked Mr. Mehmood for his service to the Town of South Windsor.

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

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**ITEM:**

**15. New Business (Continued)**

Councilor Riley recused himself from Item 15. B.

**B. Resolution Reappointing Blum, Shapiro & Company, P.C. as the Town Auditor**

BE IT RESOLVED that the South Windsor Town Council hereby reappoints the firm of Blum, Shapiro & Company, P.C., of West Hartford, Connecticut, to audit the books and accounts of the Town of South Windsor, as provided in the General Statutes of the State of Connecticut, and

BE IT FURTHER RESOLVED that the fee for said auditing services by Blum, Shapiro & Company, P.C. will be \$55,500.00 for Fiscal Year ending June 30, 2019, for a term expiring December 2019.

Was made by Councilor Snyder  
Seconded by Councilor Maneeley

Mr. Galligan explained to the Council that this would be a one-year extension of this contract. The Audit Committee has recommended to go out for an RFP after this contract expires.

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

**C. Discussion Item: Review of the Pending Items (requested by Mayor Anwar)**

Councilor members reviewed each item as follows:

1/2/18 – Contact Geissler's and Stop and Shop regarding Amazon Lockboxes  
- Mr. Galligan informed the Council that Geissler's is getting ready to renovate. They do not have a problem putting a box there when their plans are complete.

7/2/18 – Requested a priority list of open space property – This item is ongoing, the list is not complete yet.

**(Discussion Item Continued)**

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**ITEM:**

**15. C. (Continued)**

11/19/18 – Provide a percentage estimate of how much of the total WPCA budget is fixed costs versus variable costs – Have Tony Manfre and Richard Aries come to the next Town Council meeting to discuss WPCA billing.

11/19/18 – On-line permitting update – An update will be given at the March 4, 2019 Town Council Meeting.

12/17/18 – Put the State recycling list on the Town website – This item is complete.

12/17/18 – When amending the littering ordinance, include bulk items – The Town Attorney will have a draft ordinance for the next meeting.

1/7/19 – Send a mailing out telling residents what can and cannot be recycled – This item is complete.

1/7/19 – Put timeline for SMART Program on the Town website – This item is complete.

1/22/19 – Hold a discussion item on a future Town Council agenda regarding the Capital Projects budget (how to move maintenance items to the operating budget) – This item will be a discussion item in a future Town Council meeting.

2/4/19 – Letter to be sent to the Council Clerk regarding Councilor Snyder and Councilor Riley swapping Liaison roles – A letter will be sent to the Council Clerk. This item is complete.

Councilor members discussed the concerns of residents regarding the Redland Brick application. Mr. Galligan explained that the Council has no control over this issue because it is a Planning & Zoning issue. Mr. Galligan stated he would discuss this issue with Mr. Poulin.

**16. Passage of Ordinance**

None



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**ITEM:**

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

None

**18. Communications and Petitions from Council**

Mrs. Mary Etter came forward and reported that the Human Relations Committee Photo Contest ended Friday, February 15, 2019. There are twenty-two entries. The ceremony to announce the winners will be held on March 3, 2019 at 2:00 p.m.

**19. Executive Session**

At 8:06 p.m. Deputy Mayor Paterna made a motion to go into Executive Session to discuss a personnel issue – position of Town Manager; to discuss a personnel issue – Clerk of the Council's evaluation; and to discuss pending litigation (460 Miller Road) pursuant to Connecticut General Statutes §1-210(b)(4) and §1-200(6)(E). Mayor Anwar seconded the motion; and it was approved, unanimously.

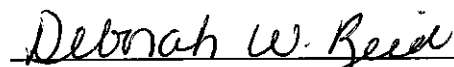
The following individuals went into Executive Session: Mayor Anwar, Deputy Mayor Paterna, Councilor Lydecker, Councilor Maneeley, Councilor Pendleton, Councilor Riley, Councilor Snyder, Assistant Town Manager Scott Roberts, Town Attorney Morris Borea, and Town Manager Matthew B. Galligan.

At 9:49 p.m. Deputy Mayor Paterna made a motion to adjourn the Executive Session. Councilor Maneeley seconded the motion; and it was approved, unanimously.

**20. Adjournment**

At 9:49 p.m. Deputy Mayor Paterna made a motion to adjourn the Regular Meeting. Councilor Maneeley seconded the motion; and it was approved, unanimously.

Respectfully submitted,

  
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Deborah W. Reid  
Clerk of the Council

**TOWN OF SOUTH  
WINDSOR POLLUTION  
CONTROL**

# Memo

**To:** Matt Galligan, Town Manager  
**From:** Tony Manfre, Superintendent of Pollution Control  
**cc:** Michael Gantick, Director of Public Works  
**Date:** February 14, 2019  
**Re:** Recycling Education/Public Outreach

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In response to the Town Council's recommendation to increase public awareness of proper recycling practices as an effort to reduce refuse disposal costs the Pollution Control Department is preparing a public education campaign. This outreach program outline is as follows:

- Include a one (1) page article in the next issue of the Parks and Recreation Magazine that features RecycleCT's "What's In? What's Out?" campaign material;
- Work with the existing environmental teams within the school system to potentially implement better recycling practices and consider food composting;
- Produce social media content to highlight how to properly recycle and compost organic waste;
- Give classroom presentations within the school system; and
- Implement a curbside textile recycling program which will include educational recycling content.

I have been reaching out to several groups that may contribute to our efforts. This is a program that will continually evolve to make a positive impact on our community.