

**TOWN COUNCIL  
TOWN OF SOUTH WINDSOR**

**Minutes**

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**April 1, 2019**

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

**1. Call Meeting to Order**

Mayor Paterna called the Regular Meeting to order at 7:02 p.m.

**4. Roll Call**

Members Present: Mayor Andrew Paterna  
Deputy Mayor Liz Pendleton  
Councilor Mary Justine Hockenberry  
Councilor Cesar Lopez (appointed at 7:10 p.m.)  
Councilor Karen Lydecker  
Councilor Lisa Maneeley  
Councilor Janice Snyder

Members Absent: Councilor Audrey Delnicki  
Councilor Matthew Riley

Others Present: Matthew B. Galligan, Town Manager

Deputy Mayor Pendleton made a motion to suspend the rules in order go to Items 14. A. and 15. A. on the agenda. Councilor Hockenberry seconded the motion; and it was approved, unanimously.

**15. New Business**

**A. Resolution Accepting the Resignation of Cesar Lopez (D) from the Board of Assessment Appeals.**

BE IT RESOLVED that the South Windsor Town Council hereby accepts the resignation of Cesar Lopez (D) from the Board of Assessment Appeals; and

BE IT FURTHER RESOLVED that the South Windsor Town Council extends its thanks to Cesar Lopez for the time he has dedicated to serving his community by his membership on the Board of Assessment Appeals.

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

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**ITEM:**

**14. Unfinished Business**

**A. Resolution Appointing Cesar Lopez (D) to the South Windsor Town Council**

BE IT RESOLVED that the South Windsor Town Council hereby appoints Cesar Lopez (D) to the South Windsor Town Council for a term ending November 11, 2019, to fill the unexpired term of M. Saud Anwar.

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

Councilor Lopez was sworn in by Lori Trahan, Town Clerk and then joined the Town Council at this time.

Councilor Lopez expressed his appreciation and stated he is honored on being given the opportunity to advocate for the residents of South Windsor. He will work hard to make decisions that will have a positive impact on the Town of South Windsor.

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

Mr. Galligan reported on the following items:

- There is a resolution on the agenda tonight, rather than an ordinance, to enforce that there are no dogs allowed on the DZEN property. Residents can do passive recreation on the property but are not allowed to bring their dog, on a leash or off a leash, to the property. This is a DEEP requirement in an effort to create a safe haven for birds under the environmental impact statement for the I-291 Corridor.
- The State/Town Representatives have been working together on the I-291 Development Zone and the original environmental impact statement. There may be significant projects developing in the I-291 Corridor.
- The Economic Development Commission will be holding a special meeting to discuss two tax fixing agreements. One tax fixing agreement is for Costco, which would be placed at the Evergreen Walk site, and the other is the daycare center on Pleasant Valley Road.

**(Discussion Continued on Next Page)**

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**ITEM:**

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

- There is another daycare project proposed at Evergreen Walk.
- Congratulated Mr. Michael Maniscalco who will be the new Town Manager of South Windsor. He is a good choice and will be able to continue to move the strategic plan that South Windsor has adopted forward into the future.
- The Clerk of the Council has put together a new budget calendar. Town staff is fully aware of the calendar, and when they need to appear in case the Town Council has any questions.
- The Town has hired a company to do a tax sale. The demand letters have been sent out. There are approximately 2.1 million dollars in unpaid taxes from 25 different residents/organizations.

Answering questions from the Council, Mr. Galligan explained that two appraisals had been done for the 49.7 (+ or -) acres on Pleasant Valley Road. The 2.2 acres on Pleasant Valley are having two appraisals worked on, and an MOU is coming from Attorney Smith for that property. Once the appraisals are complete, the Town will go to contract. A sign will be put up on the Dzen property to inform residents that they can use the property but there are no dogs allowed. The Town was going to establish an ordinance specifically for the Dzen property, but felt that a resolution could be done instead. The tax sale will consist of commercial and residential properties. The Town puts a bid out and asks that the companies that would like to participate in the bid process to bid the principal, interest, and lien fees. The Town will get 100% of everything, except if the property value is less than the amount of taxes. Property owners will have six months to pay, and if they do not pay, their property could be foreclosed on. When this item is bid out, the company who wins the bid pays the Town the tax amount and then it is the company's obligation to collect taxes. The Town should have payment from the company by the end of June or middle of July. Mr. Galligan explained that there are approximately 25 employees who are still in the defined benefit plan. The Town has tried to get away from defined benefits in order to reduce costs to the Town.

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**ITEM:**

**6. Public Input (Items Noted on the Agenda)**

Mr. Joe Kennedy, 81 Alison Drive informed the Council and the public that the Annual Fishing Derby is scheduled for Saturday, April 13, 2019, from 9:00 a.m. to 12:00 p.m. at Dzen Pond on Barber Hill Road.

Mr. Toby Lewis, 32 Linda Lane announced that the Annual Chamber of Commerce Golf Tournament is being held on June 13, 2019.

**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 March 18, 2019.

Was made by Councilor Maneeley  
Seconded by Deputy Mayor Pendleton

Councilor Snyder amended the minutes explaining that Councilor Riley had recused himself from Item 15. H. which is currently not shown on the minutes.

Mayor Paterna called for a vote on the amended minutes. The minutes passed on a roll call vote of 6 to 0 with Councilor Lopez abstaining.

**8. Public Petitions**

None

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

Councilor Hockenberry thanked the Human Relations Commission for holding a vigil on Monday, March 25, 2019, in honor of all of the lives lost at the shooting at the Christ Church in New Zealand.

**10. Reports from Standing Committees**

None

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**ITEM:**

**11. Reports of Temporary Committees**

Councilor Lydecker informed the Council and public that a Before and After School Care Committee meeting has been scheduled for April 11, 2019. The meeting will be held between 5:00 p.m. and 5:30 p.m.

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

Mr. Roy Normen, Homestead Drive came before the Council to voice his concern that residents will not recognize that the Dzen property is open for passive recreation. There has not been any public discussion regarding this item, and he encourages the Council to hold discussions prior to having a resolution on the agenda in the future.

**13. Consent Agenda**

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

Was made by Councilor Lydecker  
Seconded by Deputy Mayor Pendleton  
The motion was approved, unanimously

**14. Unfinished Business**

**\*B. Resolution Appointing Charles Margolis (D) to the Human Relations Commission**

BE IT RESOLVED that the South Windsor Town Council hereby appoints Charles Margolis (D) to the Human Relations Commission for a term ending November 30, 2021, to fill the unexpired term of Arshad Mehmood.

**(Approved by Consent Agenda)**

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**ITEM:**

**14. Unfinished Business (Continued)**

**\*C. Resolution Appointing James MacPherson (D) to the Mass Transit and Highway Advisory Commission**

BE IT RESOLVED that the South Windsor Town Council hereby appoints James MacPherson (D) to the Mass Transit and Highway Advisory Commission for a term ending November 30, 2019, to fill the unexpired term of Janice Favreau.

**(Approved by Consent Agenda)**

**15. New Business**

**B. Discussion Item: Water Pollution Control Authority's Budget and Billing Process (requested by Councilor Riley) (Anthony Manfre and Chairman Richard Aries to be present)**

Mr. Richard Aries, Chairman of the Water Pollution Control Authority, came before the Town Council and explained that the Town's Waste Water Treatment Plan comprises of 11 pump stations and 126 miles of sanitary sewer. South Windsor's Water Pollution Control's infrastructure is the Town's single largest municipal investment. The Water Pollution Control Authority is currently developing a capital improvement plan in order to provide maintenance and upgrades to its systems. This plan will guide future action with the goals of providing a fully functional, reliable, and legally compliant sewer system while keeping the cost stable and manageable for the users. It has been estimated that full implementation of the plan will require 27 million dollars over the next 15 years. Improvements will include relining deteriorating pipes that have been identified through prior inspection and upgrading of pump stations. Relining of the pipes before they fail is 20% to 25% of the cost of an emergency repair and avoids potential service interruption and environmental impacts. In addition to avoiding more costly repair projects, the capital improvement plan seeks to place the pump stations on a planned schedule of maintenance upgrades. Over time, the pumping system has become more technologically sophisticated, and as the old control systems age, parts are difficult or impossible to obtain with

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**ITEM:**

**15. B. (Continued)**

components more expensive to repair or replace. The Authority is committed to minimizing increases to residential rates by sequencing the capital rehabilitation efforts over the next fifteen years. The larger and more costly projects will likely have an impact on user rates in the first years of the program. Costs and rates are then projected to stabilize in subsequent years unless there are required expansions to the system. The capital reserve funds will be used to help stabilize rates. The Water Pollution Control Authority has had discussions about billing Town municipal buildings in the future.

Answering questions from the Council, Mr. Aries explained that there is State Legislation that has an enabling act that gives the Town the ability to create a Water Pollution Control Authority to oversee water pollution issues. The purpose of the enabling legislature is to create an independent body that can manage the difficult tasks of determining rates and assessments fees. The South Windsor Town Council has the power to abolish the Water Pollution Control Authority and oversee the tasks.

Mr. Anthony Manfre, Superintendent of Pollution Control, came forward and explained that there is a driving rate behind the user increases the last several years is because the system is reaching the point of its useful life. The Town is looking for other funding options such as grants that would be available. Water Pollution Control Authority is currently going through its budgeting process. There is a proposed 1.1% increase in the operation maintenance budget. The three biggest drivers of the budget are labor, utilities, and management. Mr. Manfre explained the budget process stating that once the budget is approved in July, staff begins to meet to assemble what is being looked at for the following year in August. There are then meetings every four to six weeks to reassess the budget. The proposed Operation Maintenance Budget, the Water Pollution Control Authority Budget and the Capital Improvement Budget are brought to the Water Pollution Control Authority who reviews the budgets each month. In May, a public hearing is held, and the budget is voted on in June.

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**ITEM:**

**15. B. (Continued)**

Mr. Manfre explained the billing process stating that there is a standard operating procedure in place. When an individual connects to the sewer line, they need to pull a drain layer permit through the Engineering Department. Those permits are logged and stored in a database. During the billing cycle, they are pulled and the billing list is updated for any connected property. The list is then sent to QDS who uploads the property information into their database, and they generate a draft sewer user billing list. The list is sent back to the Town to be reviewed, changes are made if needed, and the list is brought to the Water Pollution Control Authority for approval. Once the list is approved, it goes to the Collector of Revenue who generates the bills and sends them out. If there are any delinquent properties that do not pay, delinquency notices are sent out, and that generates the process of placing liens on the properties.

Answering questions from the Council, Mr. Manfre explained that the Water Pollution Control Authority has always had a Capital Improvement Plan. Recently, the Water Pollution Control Authority hired a consulting Engineer to do a comprehensive analysis of all of the pump stations. The consulting Engineer ranked the pump stations in order of when they would need to be updated, and from there they created a 15-year plan. The estimated \$27,000,000 worth of capital needs would be done over a 15-year period. The \$27,000,000 would be paid by the sewer user fees and would be approximately \$2,000,000 per year. Mr. Manfre informed the Council that to calculate sewer user fees, take the revenue from other sources other than sewer user fees, deduct that from the known expenditures, and divide that by the number of users. The Assess Management Report is in draft form at this time and has been included in the Water Pollution Control Authority's minutes. The Water Pollution Control Authority has an inspection program where the sewer lines have been inspected and rated, so the projects that need to be done are known and have been projected over 15 years. There are three main pump stations that need to be upgraded, which are Clark Street, Benedict Drive, and Pleasant Valley. Each pump station will cost approximately \$2,500,000 to \$3,000,000 to upgrade. The Town will utilize any Clean Water Loans or grants, if possible, to upgrade those. Water Pollution Control has two reserve accounts. The first account is the

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**ITEM:**

**15. B. (Continued)**

Replacement Reserve which is approximately 2% of the facility assets. The target for that account is approximately \$4,400,000 and takes into account the pipes, pump stations, and treatment plant. The balance in that account is \$770,000. The second account is the Operating Reserve which was designed to offset the variations in the user fees. That account has \$900,000 in it, and the target is \$1,000,000.

**C. Discussion Item: General Government Budget (Board/Commission, Town Council, Town Attorney, Town Manager, Town Clerk, Building Department, Finance Department, Planning and Zoning Department, and Human Resources)**

Mr. Galligan reported on the General Government budget as follows:

- Boards and Commissions – the Town has approximately fourteen Boards and Commission and the proposed increase is \$3,400. The increase is due to overtime and legal advertisements and is based on the historical data that the Town is spending these funds in order to do business.
- Town Council – the proposed increase is \$3,197 which is 1.8% and is due to a salary increase and audit fees.
- Town Clerk – the proposed increase is \$3,942 which is due to salary increases.
- Town Manager's Office – there is no change.
- Building Department – the proposed increase is \$10,401 for an intern position. This department has generated approximately \$653,000 in building permits annually with three positions. The intern position would be used to scan the records and do data filing.

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**ITEM:**

**15. C. (Continued)**

- Assessor – the proposed increase is \$8,000 for salaries and appraisal fees.
- Collector of Revenue – the proposed increase is \$6,700 for salaries and training.
- Finance Department – the proposed increase is \$14,103 for salaries.
- Planning Department – the proposed increase is \$7,906 for salaries.
- Human Resources – the proposed increase is \$12,288 for salaries, professional fees, fees and memberships, and training.

Councilor Snyder stated that some of the increase in the Finance Department is to bring the A/P Accountant's salary up to surrounding Town's. The current salary is considerably below other surrounding Towns. The increase for that position will be \$3,500. The remainder of the increase is for the standard 2% salary increase for the remainder of the employee's in the Finance Department.

Mr. Galligan explained that every employee is evaluated before July 1<sup>st</sup> of each year which is done by the two Assistant Town Managers and brought to the Town Manager to make the final decision. The proposed new position of an intern in the Building Department would scan and digitalize records.

Deputy Mayor Pendleton stated that she feels the Building Department and Planning Department could both use additional positions. Mr. Galligan explained that at some point, the Town Council should consider a Deputy Director of Planning, so there is succession planning for the future.

Answering questions from the Council, Mr. Galligan explained that longevity is a negotiated item through the union. Management does not get longevity but does get educational reimbursements.

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**ITEM:**

**15. C. (Continued)**

Deputy Mayor Pendleton requested that the Council receive an updated budget page for the new Town Manager.

Mr. Galligan informed the Council that under the Town Attorney calculation of \$150,000 there are also costs associated with a Labor Attorney that is not affiliated with Halloran and Sage.

Councilor Lydecker requested a breakdown of the \$150,000 under the Town Attorney.

Mr. Galligan explained to the Council that the increase in salary for the Clerk of the Council is 2% for next year. The Clerk of the Council should be evaluated every June. The increase in audit fees of \$57,000 is for the audit company that is hired by the Town.

Council members discussed the different membership fees that are being requested. Mr. Galligan explained that some membership fees are needed in order to keep certain licenses and other memberships help the staff remain knowledgeable. All of the memberships will be transferrable to the new Town Manager.

**D. Resolution Setting a Time and Place for a Public Hearing to Receive Citizen Input on the Proposed General Government Budget for Fiscal Year 2019/2020**

BE IT RESOLVED that the South Windsor Town Council hereby sets **Monday, April 22, 2019, at 7:00 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 proposed General Government Budget for Fiscal Year 2019/2020.

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

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**ITEM:**

**15. New Business (*Continued*)**

**E. Resolution Designating the DZEN Open Space Land as a Wildlife Protective Area**

WHEREAS, the South Windsor Town Council wishes to designate the DZEN Tree Farm, Phase I Subdivision Open Space "A" and Open Space "B" pieces or parcels of land, more particularly described at vol 2372, page 0174 to page 0179, ("DZEN Open Space") of the South Windsor Land Records, as a Wildlife Protective area; and

WHEREAS, the purpose of this Wildlife Protective area designation is to protect the safety and general welfare of ground-nesting wildlife species from predation by domestic animals commonly accompanying citizen utilizing the area for passive recreation; and

WHEREAS, in order to effectively manage said Wildlife Protective area, it is necessary to prohibit dogs from entering on the property, either on or off lease

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby designates the DZEN Open Space as a Wildlife Protective area and members of the general public are prohibited from entering said DZEN Open Space with and/or accompanied by a dog, either on or off leash, and such use is not authorized on said property and violators are subject to being ejected from the property in addition to any other legal remedies.

Was made by Councilor Snyder  
Seconded by Deputy Mayor Pendleton

Answering questions from the Council, Mr. Galligan stated that the area is being designated for the birds that occupy the property. DEEP wanted the designation to be done by ordinance, but the Town Attorney clarified that the same designation could be done by resolution. This resolution was written by the Town Attorney, and it is felt that additional language would not be necessary to clarify that this property can still be used for passive recreation purposes.

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

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**ITEM:**

**15. New Business (Continued)**

**F. Resolution Accepting the Resignation of Jeff Trachtenberg (D) an Alternate from the Park & Recreation Commission**

BE IT RESOLVED that the South Windsor Town Council hereby accepts, with regret, the resignation of Jeff Trachtenberg (D) an Alternate from the Park & Recreation Commission; and

BE IT FURTHER RESOLVED that the South Windsor Town Council extends its thanks to Jeff Trachtenberg for the time he has dedicated to serving his community by his membership on the Park & Recreation Commission.

Was made by Councilor Lopez  
Seconded by Deputy Mayor Pendleton  
The motion was approved, unanimously

**G. Discussion Item: 2019/2020 Budget Calendar**

Mayor Paterna explained that the Council members should have received a new budget calendar and should note that there are additional work sessions that have been scheduled.

**H. Resolution Approving a Refund of Taxes to Twenty-One (21) South Windsor Taxpayers**

BE IT RESOLVED that the South Windsor Town Council hereby approves a refund of property taxes to twenty-one (21) South Windsor Taxpayers, the total of said refund being \$17,084.70 and as more fully describe don attached **Exhibit A**.

Was made by Councilor Lydecker  
Seconded by Deputy Mayor Pendleton  
The motion was approved, unanimously

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**ITEM:**

**16. Passage of Ordinance**

None

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

Mr. Steven Straight, Abbe Road, came before the Council to speak about the beaver situation at Nevers Road Park. Mr. Straight explained that it was his understanding that traps were set last week and were removed on Thursday morning with the idea that a beaver expert would come and assess the situation for the Town. Mr. Straight stated that he has since learned that the traps were put back on Monday and that beavers have been killed. Extra traps were set for tonight with the expectation that more beavers would be killed. Mr. Straight protested these actions and advocated for the traps to be removed and requested that the Council have an expert come to South Windsor to assess this issue.

Mrs. Kerry Morris, Main Street stated that she had heard that the traps were removed to try to find a better alternative to saving the beavers. It is her understanding that the traps were put back. Mrs. Morris requested that the Town looks at alternatives instead of using the traps.

**18. Communications and Petitions from Council**

Councilor Hockenberry stated that she is very upset that she is just finding out that the traps at Nevers Road Park were put back.

Councilor Lydecker concurred with Councilor Hockenberry's concern and hopes that the Town can work to find a solution for this issue.

Councilor Maneeley informed the public that there is a public hearing on April 2, 2019, at Timothy Edwards Middle School at 7:00 p.m. regarding the Board of Education budget.

Deputy Mayor Pendleton stated that the pond at Nevers Road Park is a manmade pond. The Town could eliminate the pond putting the drainage elsewhere. This would take care of the concerns regarding the beavers.

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**ITEM:**

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

Mayor Paterna informed the Council that recently he viewed a hearing where consolidation of the community college system in Connecticut is being discussed. The system would be combined into one unit with regional presidents. South Windsor would lose their connection with Manchester Community College. Community colleges are meant to be in communities. It was first stated that this is being reviewed in order to save money. Then it was stated that this is being done for the students. Mayor Paterna requested that he be able to draft a letter from the South Windsor Town Council to have the Legislators review this issue further.

Councilor Snyder explained that she would like to do more research regarding this issue before a letter is sent. Mayor Paterna said he would send a petition that he viewed to Councilor Snyder.

Councilor Hockenberry stated that she would support the Mayor sending a letter. A lot of South Windsor residents attend Manchester Community College.

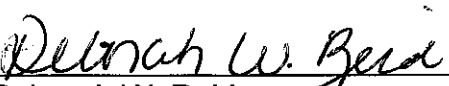
**19. Executive Session**

None

**20. Adjournment**

At 9:22 p.m. Councilor Maneeley made a motion to adjourn the Regular Meeting. Councilor Hockenberry seconded the motion; and it was approved, unanimously.

Respectfully submitted,

  
\_\_\_\_\_  
Deborah W. Reid  
Clerk of the Council

# Exhibit A

Bill	Name	Prop. Loc./Vehicle Info.	Reason	Over Paid
2017-02-0040081	ANDREWS OIL COMPANY	136 RYE STREET	Sec. 12-129 Refund of Excess Payments.	(155.77) ✓
2017-03-0502334	BOLAND BONNIE J	2007/NDJE723277408927	Sec. 12-129 Refund of Excess Payments.	(15.37) ✓
2017-01-0002809	DYAL HILDA	670 AVERY STREET	Sec. 12-129 Refund of Excess Payments.	(63.00) ✓
2017-04-0081280	FINANCIAL-SER VEH. TRUST	2018/WB8805G50JUL68616	Sec. 12-128 Refund of Taxes Erroneously Collected	(185.53) ✓
2017-03-0504464	GROSS MATTHEW	2000/2G4WY5JY1336249	From Veterans and Relatives	(75.72) ✓
2017-03-0504465	GROSS MATTHEW	2001/1GCDT19W83K132208	Sec. 12-129 Refund of Excess Payments.	(73.01) ✓
2017-04-0081733	HONDA FINANCIAL SERVICES	2015/5FNYF4H978066972	Sec. 12-71c Pro rata credit for property tax on motor vehicle	(391.02) ✓
2017-04-0082271	LEGER ALPHONSE	2005/3N1GB51D981567861	when sold, totally damaged, stolen etc	(46.15) ✓
2017-01-0008379	LERETA	18 GARNET LANE	Sec. 12-71c Pro rata credit for property tax on motor vehicle	(4.365.98) ✓
2017-01-0007623	LERETA LLC	45 TUMBLEBROOK DRIVE	when sold, totally damaged, stolen etc	(4,190.79) ✓
2017-01-0000158	LERETA, LLC	24 ARROWWOOD CIRCLE	Sec. 12-129 Refund of Excess Payments.	(2,855.39) ✓
2017-01-0003837	LERETA, LLC	305 MILL POND DRIVE	Sec. 12-129 Refund of Excess Payments.	(2,143.43) ✓
2016-02-0041003	PRESSURE SEALS INC	81 COMMERCE WAY	Sec. 12-129 Refund of Excess Payments.	(94.63) ✓
2017-03-0519941	RODRIGUEZ CESAR E	2006/5FNRL3B7268112651	Sec. 12-71c Pro rata credit for property tax on motor vehicle	(16.43) ✓
2017-03-0520937	SAYLOR JEFFREY L	2009/19UUA86529A020937	when sold, totally damaged, stolen etc	(111.39) ✓
2017-01-0008967	SHERRIFFS DIANE L	33 NIEDERWERTER ROAD	Sec. 12-129 Refund of Excess Payments.	(40.61) ✓
2017-03-0523138	THOMPSON ERIC L	2011/1J4HA7H15BL591105	Sec. 12-71c Pro rata credit for property tax on motor vehicle	(220.41) ✓
2017-01-0009847	TOLL LAND XVII LIMITED PARTNERSHIP	60 LONGMEADOW DRIVE	when sold, totally damaged, stolen etc	(1,793.09) ✓
2017-01-0002874	TURGEON ROBERT J & JENNIFER	50 BENEDICT DRIVE	Sec. 12-129 Refund of Excess Payments.	(56.51) ✓
2017-03-0523910	USBI LEASING LT	2014/1C4BLWBG4E1250556	Sec. 12-71c Pro rata credit for property tax on motor vehicle	(482.93) ✓
2017-03-0524467	VW CREDIT LEASING LTD	2015/1VWAT7A36FC081233	when sold, totally damaged, stolen etc	(135.57) ✓
TOTAL				(17,084.70)

Approved By: Jennifer Hillinski-Sharits, CCAC  
Collector of Revenue

Date

Drafted By: Teawha L Chaves  
Deputy Collector of Revenue

Date

*Teawha L Chaves*  
03.22.2019

*Jennifer Hillinski-Sharits*  
25 March 2019