

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

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May 4, 2020

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

1. Call Meeting to Order

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

3. Roll Call

Members Present: Mayor Andrew Paterna
Deputy Mayor Liz Pendleton
Councilor Audrey Delnicki
Councilor Erica Evans
Councilor Mary Justine Hockenberry
Councilor Cesar Lopez
Councilor Karen Lydecker
Councilor Lisa Maneeley
Councilor Janice Snyder

Others Present: Michael Maniscalco, Town Manager

4. Mayor's Comments

Mayor Paterna reminded the Council and the public that the Council is holding meetings in accordance with the Governor's Executive Order 7B, which is a suspension of in-person open meeting requirements.

Mayor Paterna then stated that the Council is getting close to the end of the budget cycle and suggested that a Special Work Session be held next week before voting on the budget on May 18, 2020.

5. Adoption of Agenda

Councilor Evans made a motion to adopt the agenda as presented. Councilor Snyder seconded the motion, and it was approved unanimously.

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6. Communications and Reports from Town Manager

Mr. Maniscalco reviewed the COVID-19 Response, as shown in attached **Exhibit A**.

Mr. Maniscalco then reviewed updates to the budget. The Board of Education has proposed a reduction to their budget, reducing their increase to 0%, which brings the mill rate to 38.13 (a .37 mill reduction) or a .95% tax decrease. At this time, the Town will have approximately an \$800,000 surplus in the General Government budget. After meeting with Mayor Paterna, Councilor Delnicki, Deputy Mayor Pendleton, and Councilor Snyder, it has been proposed that a portion of the surplus be put towards a COVID-19 fund, a portion towards the General Fund, and \$400,000 to \$500,000 to reduce the amount into next year's Capital. Doing this would give the Town a mill rate of 37.99 (.51 mill reduction) or a 1.32% decrease in taxes. In the meetings, it was also discussed reducing leaf pick-up to one pass for the entire community, which would reduce the budget by \$266,000; and reducing the fee that is provided to the condominiums. There is a resolution on the agenda tonight regarding the municipal waste contract, which will reduce taxes further.

Councilor Snyder requested that a worksheet be sent out to Council members showing the budget reductions for the General Government and the Board of Education.

Mr. Maniscalco explained to the Council that there had been discussions about a potential second wave of COVID-19 in the fall. If this were to happen, it is felt that it would be better to have a fund set up to take care of any costs associated with COVID-19. The Town would request FEMA reimbursements for any costs associated with COVID-19, and after COVID-19 is done, that money would revert into Capital Non-Recurring or the General Fund.

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7. Public Input

Mr. Maniscalco read letters from the following individuals into the record:

- Mr. Kevin McCann, 170 Lisa Drive (Exhibit B)
- Mr. Peter Marotto, 223 Brookfield Street (Exhibit C)
- Mrs. Elizabeth McGuire, 89 Heritage Drive (Exhibit D)
- Mrs. Mimi Fluharty (Exhibit E)
- Mr. Jim Macdonald, (Exhibit F)
- Mr. John Hay, 15 Diane Drive (Exhibit G)
- Bill and Pat Flaherty, 99 Greenwood Drive (Exhibit H)
- Mrs. Kathy Daugherty (Exhibit I)
- Mrs. Ingrid Menon (Exhibit J)
- Mrs. Kathy Chiappetta (Exhibit K)
- Mr. Thomas Rippchen (Exhibit L)

8. 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: Joint Work Session Minutes between the Town Council and Board of Education of April 7, 2020.

Was made by Councilor Snyder

Seconded by Deputy Mayor Pendleton

The motion passed on a roll call vote of 8-0 with Council Evans abstaining.

BE IT RESOLVED that the South Windsor Town Council hereby approves the Minutes of the following Town Council Meetings: Pubic Hearing Minutes (Board of Education Budget) of April 20, 2020; Public Hearing Minutes (General Government Budget) of April 20, 2020; Public Hearing Minutes (Application for the Fiscal Year 2018 Community Development Block Grant Program for Public Housing Modernization at Wapping Mews of April 20, 2020; and Regular Meeting Minutes of April 20, 2020.

(Adoption of Minutes of Previous Meetings Continued on Next Page)

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ITEM:

8. Adoption of Minutes of Previous Meetings (Continued)

Was made by Councilor Hockenberry
Seconded by Deputy Mayor Pendleton

Councilor Lydecker submitted a correction to the April 20, 2020, Public Hearing Minutes (Application for the Fiscal Year 2018 Community Development Block Grant Program for Public Housing Modernization at Wapping Mews), explaining that it says the meeting was called to order by Mayor Anwar and should say, Mayor Paterna.

Mayor Paterna called for a vote on the minutes with the correction to the April 20, 2020, Public Hearing Minutes (Application for the Fiscal Year 2018 Community Development Block Grant Program for Public Housing Modernization at Wapping Mews). They were approved unanimously.

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

None

10. Reports from Committees

Councilor Lydecker stated that she had attended the Board of Education meeting held on Tuesday, April 28, 2020. At that meeting, Dr. Carter informed the Board of Education that there had been almost 15,000 breakfasts and lunches given out. They are averaging about 350 breakfasts and lunches daily. May 1, 2020, is National Lunch Hero Day. Eli Terry and Philip R. Smith schools are still on schedule and on budget. High School Graduation ideas are being worked on. Also, there was a lot of discussion regarding the reduction in the Board of Education budget.

Councilor Hockenberry reported that the Human Relations Commission would be holding a meeting. At that meeting, discussions will be held about sending money to the Food Bank.

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ITEM:

11. Consent Agenda

Second Reading

Deputy Mayor Pendleton made a motion to approve Agenda Items 11.b.A. through 11.b.D for a second reading on the Consent Agenda. Councilor Snyder seconded the motion, and it was approved unanimously.

A. Resolution Reappointing Bernard Thomas (D) to the Public Building Commission

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Bernard Thomas (D) to the Public Building Commission for a term ending November 30, 2023.

B. Resolution Reappointing James Kupchunos (D) to the Agricultural Land Preservation Advisory Commission

BE IT RESOLVED that the South Windsor Town Council hereby reappoints James Kupchunos (D) to the Agricultural Land Preservation Advisory Commission for a term ending November 30, 2022.

C. Resolution Reappointing George Caye (D) to the Park & Recreation Commission

BE IT RESOLVED that the South Windsor Town Council hereby reappoints George Caye (D) to the Park & Recreation Commission for a term ending December 31, 2023.

D. Resolution Reappointing Daniel Rezende (D) an Alternate to the Park & Recreation Commission

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Daniel Rezende (D) an Alternate to the Park & Recreation Commission for a term ending December 31, 2023.

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ITEM:

11. Consent Agenda (Continued)

Miscellaneous

Councilor Delnicki made a motion to approve Agenda Item 11.c.A. on the Consent Agenda. Councilor Snyder seconded the motion, and it was approved unanimously.

Councilor Hockenberry requested that Lopez be taken out of the resolution after Robert Dickinson's name.

A. Resolution Accepting the Resignation of Robert Dickinson (R) from the Mass Transit and Highway Advisory Commission

BE IT RESOLVED that the South Windsor Town Council hereby accepts, with regret, the resignation of Robert Dickinson (R) from the Mass Transit and Highway Advisory Commission, effective April 28, 2020; and

BE IT FURTHER RESOLVED that the South Windsor Town Council extends its thanks to Robert Dickinson for the time he has dedicated to serving his community by his membership on the Mass Transit and Highway Advisory Commission.

13. New Business

A. Discussion Item: Details of Hazard Pay for Town Employees (requested by Councilor Maneeley)

Mr. Maniscalco gave a presentation regarding Hazard Pay, as shown in attached **Exhibit M**.

Councilor Maneeley explained that she brought this item forward because she has received a lot of questions regarding hazard pay. Also, after reviewing the pay periods, Councilor Maneeley stated that she was concerned that all employees, who are getting this pay, receive fair and equitable pay. She felt that stopping the hazard pay on May 8, 2020, would do this but after listening and understanding that employee's schedules are

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ITEM:

13. A. (Continued)

so diverse, stopping the hazard pay on May 8, 2020, is a moot point, and there would be no fair and equitable way to make sure each employee receives the same amount in hazard pay. Councilor Maneeley wanted to bring to the Council's attention that there are a lot of people who are being affected by COVID-19.

Mr. Maniscalco explained that the idea of splitting employees work weeks from each other is to have employees available in case an employee was to get sick. This would ensure that the Town maintains services to its residents. Mr. Maniscalco stated that although ambulance service is an essential function, the company that provides these services to the Town is privately owned, and the Town is unable to control how they get paid, and are unable to offer them a stipend.

Mayor Paterna stated that he appreciates and values that work that is being done by Town staff.

Councilor Lydecker stated that she is not in support of the resolution that is being proposed tonight and thanked the Town staff for their hard work during these uncertain times.

Mr. Maniscalco explained that in order for services to continue, it is very important that each office is staffed. Inspections throughout the Town are still being done.

Deputy Mayor Pendleton explained that Councilor Maneeley's intent with the resolution tonight was to change the date that the hazard pay would end in order to give employees fair and equitable pay, and was not to remove the hazard pay, but she has since found out that employees have various shifts and work weeks, the resolution does not accomplish what she was trying to do.

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ITEM:

13. A. (Continued)

Councilor Delnicki thanked the Town Manager for taking her suggestion and constructing a vestibule, which will keep Town employees safe from the public. Mr. Maniscalco explained that the Police Department already has a window between the dispatch area and lobby, which can act as a vestibule, so there will not be one constructed at the Police Department. Councilor Delnicki explained that she had wanted one there so reports could be filed without Police Officers having to be face to face with the person filing a report.

Councilor Maneeley stated that she has the utmost respect and appreciation for Town staff and was looking for an equitable and fair way for employees, who are working, to get the same pay as each other. Councilor Maneeley stated she wanted to make everyone aware that there are many residents who have been furloughed, lost their jobs and their ability to provide for their families, and are facing an uncertain financial future. There are many friends, neighbors, and residents who work at grocery stores, pharmacies, hardware stores, retirement homes, and school cafeteria staff who do these services without hazard pay. Councilor Maneeley explained that the resolution that is on the agenda was written with the best intentions but stated she would be withdrawing the resolution tonight.

Councilor Hockenberry stated that she appreciated the resolution that Councilor Maneeley had brought forward because there have been a lot of questions asked regarding hazard pay. Councilor Hockenberry stated that she hopes the Town Manager's presentation tonight has answered all of the questions that have been asked. Councilor Hockenberry questioned if there are enough PPE for Town employees? Mr. Maniscalco explained that presently the Town is good with PPE, but it is a constant battle to maintain the appropriate amount. The State has not supplied a whole lot of PPE for Town staff use but has supplied PPE that are being distributed to other entities in Town.

Answering further questions from the Council, Mr. Maniscalco stated that no Council members are getting hazard pay and he does not believe that the Town employs any Council member's relatives. Mr. Maniscalco stated that

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ITEM:

13. A. (Continued)

the Town could mandate the use of masks when the public is going to use the vestibule. Hand sanitizer will not be offered in the vestibule because the Town does not have enough. Mr. Maniscalco stated that although a vestibule will help employees with less contact with the public, it will not eliminate all of the risks.

B. Resolution Amending the April 20, 2020, Resolution Implementing a Hazard Pay System to Town Employees

WHEREAS, on April 20, 2020, the South Windsor Town Council approved a resolution implementing a Hazard Pay System to Town Employees; and

WHEREAS, Town Employees would receive a stipend of \$200 per week if their work group is required to work from a Town facility, and if the employee works the entire week; and

WHEREAS, the stipend began the week of April 13, 2020, and was approved to run through May 20, 2020; and

WHEREAS, it is felt that the end date for Hazard Pay should be amended to end on May 8, 2020; and

WHEREAS, many of our residents have been furloughed, have lost their jobs and their ability to provide for their families, and are facing an uncertain financial future; and

WHEREAS, small and large businesses alike in South Windsor are facing financial difficulties; and

WHEREAS, many first responders work daily under a far greater threat and do not receive hazard pay; and

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ITEM:

13. B. (Continued)

WHEREAS, many friends, neighbors, and residents work at grocery stores, pharmacies, hardware stores, retirement homes, and school cafeteria staff work to provide needed services without hazard pay; and

WHEREAS, hazard pay does not create a safe environment for our Town employees

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby amends the April 20, 2020, approved resolution implementing hazard pay to Town employees to end on May 8, 2020.

Councilor Maneeley withdrew this resolution.

C. Resolution Creating a Safe Working Environment for Town Employees when they are Dealing with the Public at Town Hall and at the Police Department

BE IT RESOLVED, that the Town of South Windsor shall create safe spaces at the Town Hall and at the Police Department to allow the public to interact with Town staff and public safety staff in such a fashion that there is no direct contact with the public and that all communication is conducted from behind a safe plexiglass wall and any information such as paperwork, money, etc. is transferred through a protective slot to prevent any possible transmission of the coronavirus through this transaction; and

BE IT FURTHER RESOLVED that the safe space will mirror and copy what the Town of Vernon has done in their Town Hall and Police Department, as shown in attached **Exhibit N**.

Was made Councilor Delnicki
Seconded by Councilor Maneeley

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ITEM:

13. C. (Continued)

Mayor Paterna stated that there is a vestibule being constructed at the Town Hall and the Police Department already has the ability for their window to act as a vestibule; Mayor Paterna questioned how this resolution should be handled?

Answering questions from the Council, Mr. Maniscalco explained that the vestibule would have a computer and keyboard in it. The window in the vestibule is small because there is a shortage of plexiglass and that was the most the Town could get.

Councilor Delnicki withdrew the resolution.

D. Resolution Implementing Hazard Pay to the South Windsor Police Department

WHEREAS, The Governor for the State of Connecticut on March 10, 2020, declared an Emergency and a Public Health Emergency due to the outbreak of Coronavirus also known as COVID-19; and

WHEREAS, The Town Manager of South Windsor on March 13, 2020, declared an Emergency and a Public Health Emergency due to their being a presumptive positive case of coronavirus with the Town monitoring a second individual who traveled from an area affected by COVID-19; and

WHEREAS, The Governor of the State of Connecticut has mandated all non-essential businesses close due to the potential of COVID-19 infection and spread;

WHEREAS, Municipal Police business is considered essential and although safety precautions are taking place increased risk still exists; and

WHEREAS, many of the officers do not have the ability to self-quarantine to keep their families safe; and

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ITEM:

13. D. (Continued)

WHEREAS, there have been multiple documented instances where Police Officers have come in contact with people carrying or exposed to COVID-19;

NOW THEREFORE BE IT RESOLVED, The Town Council of South Windsor in recognition of the potentially dangerous work done by Police Officers throughout the pandemic wishes to implement a hazard pay system, starting April 13, 2020, for the Police Officers identified on attachment **Exhibit O**, until May 20, 2020, at such time the Council will revisit the current situation to make a further determination if hazard pay shall continue. In the event the Governor allows non-essential businesses to reopen and school goes back into session sooner said hazard pay shall stop immediately. To be eligible for a \$350 weekly hazard pay stipend employees must meet the following criteria:

- Be scheduled to work
- Attend work for the full week; and

BE IT FURTHER RESOLVED, the funding for Hazard pay shall come from the Economic Development Professional Account 11330300-00320. Town staff should seek FEMA reimbursement for expended Hazard Pay and, if reimbursable, shall return reimbursed funds to the Economic Development Professional Account 11330300-00320.

Was made by Councilor Lopez
Seconded by Councilor Hockenberry

Answering questions from the Council, Mr. Maniscalco explained that the Police Department would be receiving \$350.00 rather than \$200.00 like employees at the Town Hall because first, it is important to recognize that the Police Department is the Town's first responders who go out to all of the medical calls so, therefore, have greater exposure. Secondly, it was stated at the last meeting that the Police Department preferred to have a day off rather than getting paid, but it was calculated out and would cost

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ITEM:

13. D. (Continued)

approximately \$900.00 per week, so it was felt giving \$350.00 would be more cost effective for the Town. Mr. Maniscalco explained further that Mrs. Vanessa Perry would sent out an email to Chief Custer on a weekly basis to get a list of the employees that are eligible for the hazard pay.

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

Deputy Mayor Pendleton recused herself from Item 13. E.

E. Resolution Implementing Hazard Pay to the South Windsor Volunteer Fire Department

WHEREAS, The Governor for the State of Connecticut on March 10, 2020, declared an Emergency and a Public Health Emergency due to the outbreak of Coronavirus also known as COVID-19; and

WHEREAS, The Town Manager of South Windsor on March 13, 2020, declared an Emergency and a Public Health Emergency due to their being a presumptive positive case of coronavirus with the Town monitoring a second individual who traveled from an area affected by COVID-19; and

WHEREAS, The Governor of the State of Connecticut has mandated all non-essential businesses close due to the potential of COVID-19 infection and spread; and

WHEREAS, Fire Department business is considered essential and although safety precautions are taking place increased risk still exists;

WHEREAS, many of the volunteers at the Fire Department do not have the ability to self-quarantine to keep their families safe; and

WHEREAS, there have been multiple documented instances where fire fighters have come in contact with people carrying or exposed to COVID-19

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ITEM:

13. E. (Continued)

NOW THEREFORE BE IT RESOLVED, The Town Council of South Windsor in recognition of the potentially dangerous work done by fire fighters throughout the pandemic wishes to implement a hazard pay system, starting April 13, 2020, for all South Windsor volunteer fire fighters until May 20, 2020, at such time the Council will revisit the current situation to make a further determination if hazard pay shall continue. In the event the Governor allows non-essential businesses to reopen and school goes back into session sooner said hazard pay shall stop immediately. To be eligible for a \$13 per call per person in addition to the \$9 base per person per call, fire fighters must respond to a call during the above-mentioned dates. Those eligible for the hazard pay from April 13, 2020, through April 24, 2020, are demonstrated on the attached **Exhibit P**; and

BE IT FURTHER RESOLVED, the funding for Hazard pay shall come from the Economic Development Professional Account 11330300-00320. Town staff should seek FEMA reimbursement for expended Hazard Pay and, if reimbursable, shall return reimbursed funds to the Economic Development Professional Account 11330300-00320.

Was made by Councilor Evans
Seconded by Councilor Delnicki

Mr. Maniscalco informed the Council that after discussions were held with Chief Cooney, it was felt that the best option for payment was to follow the \$13.00 that the Federal Legislation was proposing, but did not go through.

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

F. Discussion Item; Park & Recreation Summer Camp (*requested by Councilor Snyder*) (*Ray Favreau will be present*)

Councilor Snyder explained that she had asked for this discussion because she has been getting a lot of inquiries from residents in Town about what is going to happen with Summer Camp. Councilor Snyder also questioned if Mr. Favreau could explain his challenges during this pandemic.

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ITEM:

13. F. (Continued)

Mr. Ray Favreau, Director of Parks & Recreation, explained that at this time, it is prudent to wait for the anticipated recommendations from the Governor's Office and guidance from the Re-Opening Connecticut Advisory Committee. The Park & Recreation Department is working on alternative ideas. The department's goal is to deliver whatever services that can be provided, taking into consideration stipulations that will be put into place. As far as Summer Camps, the first thing that needs to be determined is if the schools will be canceled for the rest of the school year. If school is canceled, will there be a greater need for camps/childcare a month earlier than normal, and will the Parks & Recreation Department have access to the schools? The camp's size will be determined by the restrictions through the State. One requirement is to take each camper's temperature. The thermometers that we would like to use are back-ordered until July 1, 2020. The Park & Recreation Department is concerned about the limited enrollment that will be allowed at Summer Camp. A survey was conducted with all of the previous camp families and received about a 30% return. About 60% of the respondents were very likely to sign up for Summer Camp, 30% somewhat likely, and 9-10% said they would not enroll. The Park & Recreation Department will take all necessary precautions, follow all orders, and will run everything by Heather Oatis in the Health Department, as is being done presently. There are a number of activities that might not happen, and the Park & Recreation Department will have to restructure and come up with new prices for camp. There are also challenges regarding Veterans Memorial Pool, rentals, large scale events, and sport team activities. The parks in South Windsor have remained open and are being used. Thankfully there is enough open space and trails for residents to use. Other items that are being looked at are to customize the concert series, tennis lessons, swimming lessons, specialty camps, and movie night.

Answering questions from the Council, Mr. Favreau explained that the Park & Recreation post activities on Facebook every Thursday at 10:00 a.m. These activities can be viewed by going onto the Park & Recreation Facebook or on the website.

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ITEM:

13. F. (Continued)

Councilor Pendleton requested that the Town Manager oversee the Park & Recreation Department on the planned activities, including the fees being charged.

Answering further questions, Mr. Favreau explained that the Park & Recreation Department discussed having a daily virtual activity each day but has agreed on a weekly activity. There is a resource guide on the website under the Parks & Recreation Department, where families can find virtual programming.

G. Resolution Authorizing the Town Manager to Execute a Contract Extension for the Curbside Collection and Disposal of Refuse and Recyclables Through June 30, 2030

WHEREAS, the Town has negotiated favorable terms with All American Waste, LLC for the collection and disposal of refuse and recycling; and

WHEREAS, All American Waste shall properly collect, transport, and dispose of all residential municipal solid waste and recyclables collected in South Windsor; and

WHEREAS, an increase in unit costs for Collection services during the fifth, seventh and ninth years based upon a Consumer Price Index adjustment not to exceed 3%; and

WHEREAS, All American Waste shall agree to a municipal solid waste (MSW) disposal charge of \$80 per ton charge for the two-year term of July 1, 2020 - June 30, 2022, and a 2.5% increase thereafter with the extension of the All American Waste collection agreement through June 30, 2030; and

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ITEM:

13. G. (Continued)

WHEREAS, All American Waste shall agree to a municipal single stream recycling disposal charge of \$25/ton for the first year, \$50/ton for the second year, \$77/ton in the third, \$80/ton in the fourth year and 2.5% annual increases thereafter through June 30, 2030. All American Waste shall agree to pay to the Town a monthly rebate for single-stream recycling based on Official Board Markets (OBM) values for the duration of the contract. All other conditions from the previous agreements would remain the same

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby authorizes the Town Manager to sign a contract extension with All American Waste, LLC, for the curbside collection of residential refuse and recyclables through June 30, 2030.

Was made by Councilor Lydecker
Seconded by Deputy Mayor Pendleton

Answering questions from the Council, Mr. Tony Manfre, Superintendent of Pollution Control, explained that for this upcoming Fiscal Year, the Town would be saving about \$41,000. For the budget proposed, the Town is going in with a \$90.00 tip fee for the MSCW and \$115.00 fee for the bulky waste. The 10-year contract should realize almost \$200,000 in savings. Mr. Manfre explained that the Town usually does not do 10-year contracts, but in this situation, it works out for both the Town and All American Waste. All American Waste is a South Windsor company, and the Town knows their service and reliability. The prices in this contract have no changes to the current services. In the last year of the contract, 2030, the Town will be paying a \$97.47 tip fee. Mr. Manfre stated that he is comfortable going forward with a 10-year contract with this company.

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

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ITEM:

13. New Business (*Continued*)

H. Resolution Regarding a Dump Truck Lease

WHEREAS, the South Windsor Town Council previously approved in the 2019-2020 Budget the acquisition of equipment, including a new dump truck, for the Parks and Recreation Department: Account No. 15150400 00442; and

WHEREAS, the truck is to be leased through the Municipal Leasing Credit Corporation over a five-year term in the total amount of \$76,760.00 pursuant to a Lease Agreement.

NOW, THEREFORE, BE IT RESOLVED, the South Windsor Town Council hereby authorizes the Town Manager to execute the Lease Agreement for the truck on behalf of the Town of South Windsor.

Was made by Deputy Mayor Pendleton
Seconded by Councilor Snyder

Answering questions from the Council, Mr. Maniscalco explained that this lease is a lease to purchase.

Councilor Pendleton requested that the Parks Department provide the Council with an equipment replacement schedule.

Answering further questions, Mr. Maniscalco stated that this would be a five-year lease for a total of \$76,760. This lease to purchase was approved in the current budget, but the Town had some issues with the leasing company. The company wanted a separate resolution from the Council and would not use the approved budget.

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

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ITEM:

13. New Business (*Continued*)

I. Resolution Authorizing the Sale, Donation, or Disposal of Surplus Vehicles/Equipment

BE IT RESOLVED that the South Windsor Town Council hereby declares the vehicles/equipment to be "Surplus Equipment," as shown in attached **Exhibit Q**, and authorizes Town Manager, Michael Maniscalco to sell, donate, or otherwise dispose of these vehicles and/or equipment; and

BE IT FURTHER RESOLVED that the funds from the sale of the Fire Radio Repeaters be transferred to the Communications Upgrade Capital Projects Account.

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

J. Resolution Authorizing the Town Manager to Fund an Appraisal for the Birken Property and Raymond Property to the Town Council Professional Account

WHEREAS, appraisals on the Birken Farm (58.84 acres) and the Raymond Farm (134.8 acres) had previously been done in Fiscal Year 2016/2017; and

WHEREAS, the Town is looking at these properties again to purchase development rights in conjunction with the Connecticut Farmland Trust and the State of Connecticut; and

WHEREAS, the State has said that the appraisals from Fiscal Year 2016/2017 are too old and would need to be done again

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby authorizes Town Manager, Michael Maniscalco to have appraisals done, and to take funds from the Town Council Professional Account to pay for these appraisals; and

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13. J. (Continued)

BE IT FURTHER RESOLVED, the funding to the Town Council Professional Account will be reimbursed by Open Space Funds if the Town, Connecticut Farmland Trust, and the State of Connecticut go forward with the purchase of development rights.

Was made by Councilor Hockenberry
Seconded by Deputy Mayor Pendleton

Mayor Paterna informed the Council that this property is at the corner of Ferry Lane and Main Street and goes all the way down to the river.

Councilor Snyder stated that this resolution is looking at an appraisal of 58.84 acres for the Birden Farm and 134.8 acres for the Raymond Farm. There is a lot of land on both properties that are flood plains, so is the Town getting an appraisal on flood property that nobody can build on? Mayor Paterna explained that the Town is following the process of the State. The State of Connecticut purchases the development rights of the entire property. Mayor Paterna then informed the Council that with the new partner, Connecticut Farmland Trust, the amount of money contributed by the Town could be reduced. In this process, the Town purchases the development rights while the family still owns the property and pays taxes on the property. The property owner cannot sell the property to a developer, but if the family decides to sell the property, they can only sell it to another farmer.

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

K. Discussion item: Review of a Policy to Provide for the Display of Commemorative Flags (requested by Mayor Paterna)

Mayor Paterna explained that Councilor Delnicki and he have been working on guidelines for a flag flying policy and an application. On the guidelines and the application, items with red strikes are areas that have been eliminated, and anything in blue are additions. Mayor Paterna then stated that there is a change in the application. The first line says "A request for a

(Discussion Continued on Next Page)

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

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ITEM:

13. K. (Continued)

flag to be flown at South Windsor Town Hall” and should say “A request for a flag to be flown in South Windsor.” There are multiple locations where a flag can be flown, not only at Town Hall. The Council will have to discuss where the flag should be flown when an application comes before the Council. On the proposed guidelines, where it says Commemorative or Organization Flags must be approved by a majority vote of the Town Council, or the Town Manager, flags flown according to U.S. Flag Code should be added. Mayor Paterna requested that Council member review the application and guidelines, and a resolution will come before the Council on May 18, 2020.

Councilor Snyder informed the Council that on the application, it is stated that “The Commemorative Flag is to be flown exclusively at Town Hall.” Mayor Paterna stated that Town Hall should be eliminated.

Councilor Delnicki suggested that the locations where a flag could be flown be added into the application. Also, state at one of the locations, so people will not think the flag will be flown at each location.

Mayor Paterna explained that when the Council approves an application, the Council will have to decide what location the flag will be flown.

Deputy Mayor Pendleton requested that comply with the U.S. Flag Code be placed at the bottom in the last statement instead of where the Mayor suggested on the guidelines.

Mr. Favreau reminded the Council that there are many flag poles in many of the Town’s parks.

Deputy Mayor Pendleton also requested that nothing but the military flag or POW flag be flown at Veterans Memorial Park.

Councilor Delnicki requested that Ray Favreau provide the Council with a list of all of the parks that have flag poles.

(Discussion Continued on Next Page)

**TOWN COUNCIL
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ITEM:

13. K. (Continued)

Mayor Paterna answered a question from Councilor Delnicki explaining that where it says approved by Town Council or Town Manager should say either-or.

14. Passage of Ordinance

None

15. Public Input

Mrs. Kathy Daugherty, 12 Roy Road, stated that everyone is living through difficult times, and as leaders, it is your responsibility to show the public a kinder and gentler way towards each other. Mrs. Daugherty thanked the Council for their hard work and stated that Council members should support and respect each other even if there is a difference in opinion. Attacking each other is not the right thing to do.

16. Communications from Council

Answering questions from Deputy Mayor Pendleton, Mr. Favreau explained that the Patriotic Commission would be holding a virtual ceremony on Memorial Day.

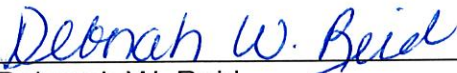
17. Executive Session

None

18. Adjournment

At 10:22 p.m. Councilor Maneeley made a motion to adjourn the Regular Meeting. Deputy Mayor Pendleton seconded the motion, and it was approved unanimously.

Respectfully submitted,



Deborah W. Reid
Clerk of the Council

May 4, 2020

COVID-19 RESPONSE

Report for the Town Council

CURRENT STATUS: REGIONWIDE-

- CT 29,287 confirmed cases
- NY 313,000 confirmed cases
- MA 68,087 confirmed cases
- RI 9,289 confirmed cases

LOCAL-

- 110 confirmed cases in South Windsor
- 55 infected residents past the time of quarantine
- 21 residents who have passed away

RESPONSE:

STATEWIDE- As of March 10, 2020 Governor Lamont has issued a Public Health Emergency and a Declaration of Emergency for the entire state. Since then, through executive order, he has limited public meetings to no more than 10 people per CDC, closed restaurants and bars to dine in services, closed all schools till April 20. The State has identified and made available 5 drive through testing locations but you will need a doctors not before you will be directed to get a test.

On March 22, 2020 the State released a list of all non-essential in person business functions that must remain closed until further notice.

April 2, 2020 the Governor signed a new executive order that said all municipalities must choose to issue a tax forbearance or reduced interest rates for individuals and businesses that can prove they have been impacted by COVID-19. Given the information that is available staff are currently recommending the Council approve a forbearance for 90 days. That said, we are still waiting on guidance from OPM as to who would be eligible for the forbearance. We must have an answer to OPM by April 25th. At this point my thought is the Council will have this as an item to vote on for your meeting April 20th. If the recommendation changes after the release from OPM I will let you know.

On April 17th, the Governor issued another Executive order mandating all residents wear masks when in public. This executive order has also translated to all essential employees who must be in contact with other employees or the public. We are currently in the process of trying to source additional masks and materials to make masks for all employees as well as policy and protocol for how and when they must wear the masks. The order will take effect 8pm on April 20, 2020.

Starting April 17, 2020, the State has made special testing facilities for Fire, EMS and Police officers. They are only offered in our region on certain days and at certain times but expedited testing will be extremely helpful for keeping people in the field. The State is also working on increasing testing using a new saliva based test. They estimate they can potentially see 10,000 tests conducted a day. We will need to see daily numbers of those infected decrease steadily over a few weeks before conversations of getting back to work come up. Additionally, I would not expect social gatherings to be allowed until July at the earliest.

On April 29, 2020 the Governor's office through CCM and COST held a disaster restoration webinar. Town Staff participated in the webinar and found this pandemic as well as the business closures will be managed similarly to restoration from a hurricane. As a result, Town management is going to be working to identify a Long-term Recovery Committee and Coordinator. This group will be the middle communications entity to the statewide regional recovery efforts.

Additionally, the Department of Labor has released Town by Town unemployment labor data. I have included that information as an attachment to this report. I hope it will be helpful for the Council while it deliberates over the budget. This information has been requested multiple times over the last few weeks from municipalities.

The Department of Public Health is about 2 weeks out from launching its new Contact database. This system is being designed to stop the chain of transmission. This program is being staffed by 300 DPH staff and another 400 public health related volunteers. The goal is to speak with people who are sick and track where and who they may have come in contact with and then notify people who are at a higher exposure and request they self-quarantine for 14 days.

LOCAL- On March 13, 2020 after having a visitor come in the Town hall and tell staff that they have been caring for a family member on self-quarantine I issued a Declaration of Emergency and Public Health Emergency. The Emergency Operations Center is open in a monitor status. All Town Departments have reviewed and are ready to implement their Continuity of Operation Plans (COOPS) to ensure that we can still deliver services to the residents within the community.



PPE INVENTORY:

As of April 30, 2020

- 19610 Masks
 - 14250 3 ply surgical masks
 - 5360 kn-95
- 30100 gloves
- 174 bottles of hand sanitizer
- 83 face shields
- 170 gowns
- 152 containers of cleaning wipes

Housing measures are in place in the event that staff are not allowed to leave work. We have divided the workforce into two groups and have directed one group to stay home and self-quarantine while the other group works. The groups will switch on a weekly basis. The Chief of Police and I issued Travel Authorization letters to all staff in the event public travel is shut down.

Consistent with the Governors executive order, on essential employees only, we have reduced the Town workforce to a skeleton crew. Staff are required to stay in their respective department unless it is absolutely required for them to accomplish their job.

All out of state Staff travel has been canceled. All on sight meetings with more than 20 attendees have been canceled. All other meetings with less than 20 attendees that may occur with outside attendees are being reviewed by the Town Manager and Assistant

Town Managers before they are approved. All staff attempting to return to work after a vacation must receive approval from the Assistant Town Manager/ HR Director and Town Manager based on where they went and the activities they participated in. To date, we have 1 employee on mandatory quarantine. We are aware of one volunteer fire fighter who has tested positive but did not contract COVID-19 from work done in South Windsor.

Staff have reached out to our low income senior population to determine their status related to food and other basic supplies. Staff have modified the way they will interact with the public moving forward. Every public interaction will start with questions asking them if they have symptoms or have been around anyone with symptoms.

We are in the process of preparing for some type of soft reopening. As a result, we have built a vestibule in the Town Hall for residents to meet with Staff and pass information through a slot. While this does not completely eliminate the risk to staff and public it does reduce some risks.

On April 28, 2020 I signed a mutual aid agreement with the Town of East Windsor and Suffield WPC. The agreement will ensure a backup certified staff in the event our staff are struck with illness. The agreement will only remain in place for as long as the pandemic continues. At the completion of the Pandemic I would like to bring forward a more long term agreement for the Council to consider.



On April 30th, 2020 the Town launched a number of new demographic data charts specifically focused on information about South Windsor. It can be found at: <https://coronavirus-response-south-windsor-ct-southwindsorct.hub.arcgis.com/>.

The Current Status of each department is as follows:

- Town Hall- Closed to Public still operational for virtual business and by appointment
- Community Center- Closed to the public
- Food Bank- Order by appointment
- Police Department- Lobby open to the public/ Precautions to limit exposure are being taken
- Park& Rec- Closed to the public including playgrounds and skate park/ Field & Park maintenance ongoing
- Public Works- Closed to the public/ Field work ongoing
- Fire Departments- Closed to the public

In terms of Committee, Board and Commission meetings, I have canceled all of the meetings that will not serve a required purpose for the current operation of the Town. Public meetings that do serve an immediate purpose will be closed to the public, broadcast via TV and internet. Participants will need to have their temperature taken when they arrive and public comment can be made through an email.

WHAT YOU CAN DO TO HELP:

- Model healthy habits by:
 - Wash your hands
 - Practice social distancing
 - Wear a mask in public spaces
 - Sanitize commonly touched surfaces
 - Self-quarantine in the event you don't feel well
 - Avoid public gatherings over 50 people
 - Sign up for Everbridge-The Town Everbridge Mass Notification system is updated annually using white page data from the phone carriers. This provides us with both residential and business contacts. We cannot guarantee that your information is included in this listing. To ensure you receive our notifications, please create an account. You may create an account or update your information by going to www.southwindsor-ct.gov/everbridge . All information you provide will be kept strictly confidential.



Maniscalco, Michael

From: TownCouncilComments,
Sent: Monday, May 4, 2020 6:37 PM
To: Maniscalco, Michael
Subject: FW: Virtual Meetings

From: Kevin McCann [fivemax@hotmail.com]
Sent: Monday, May 04, 2020 9:10 AM
To: TownCouncilComments,
Cc: letters@journalinquirer.com; letters@courant.com
Subject: Virtual Meetings

Virtual meetings are not Public Meetings. They are a sham, a farce, a poor substitute for allowing our residents to stand before Council and address that body directly.

Council frequently receives emails and letters from the Public. Each person who stands at the podium during a meeting is a hundred times more powerful than any single email or letter.

Our residents cannot go about their business as usual. Neither should our elected officials. While Town residents are on lockdown, unable to effectively raise their voices to be heard on important Town matters, is not the time to take any action that requires a Public Hearing.

Stop the farce. These matters can wait until our Freedom of Assembly is restored.

Sincerely,
Kevin McCann
170 Lisa Drive
South Windsor

Sent from Mail for Windows 10

Maniscalco, Michael

From: TownCouncilComments,
Sent: Monday, May 4, 2020 6:38 PM
To: Maniscalco, Michael
Subject: FW: Support for the Purchase of Willow Brook Golf Course

From: Peter Marotto [pfmarotto@yahoo.com]
Sent: Monday, May 04, 2020 11:21 AM
To: TownCouncilComments,
Subject: Support for the Purchase of Willow Brook Golf Course

Dear Members of the South Windsor Town Council:

I am writing to note in the public record my support for the Town of South Windsor to purchase the currently closed Willow Brook Golf Course.

Efforts to preserve and make accessible open space for residents and neighbors is, in my opinion, always a good use of money spent.

Be safe and stay well.

Regards,
Peter F. Marotto
223 Brookfield St
South Windsor, CT 06074

Maniscalco, Michael

From: TownCouncilComments,
Sent: Monday, May 4, 2020 6:38 PM
To: Maniscalco, Michael
Subject: FW: Elizabeth McGuire Town Resident

From: erm999@aol.com [erm999@aol.com]
Sent: Monday, May 04, 2020 12:50 PM
To: TownCouncilComments,
Subject: Elizabeth McGuire Town Resident

Dear Town Council Members:

With so much financial uncertainty now facing town residents, as well as our municipal and state governments, I am in favor of keeping taxes at the current level for fiscal year 2020-2021. It is my hope that we will be able to move forward with no change in tax rates, without harming human services programs that help our town's most vulnerable, and without having a negative impact on our schools. I am confident you will do your best to ensure that.

Thank you for continuing the work needed to maintain our town government, during this difficult time.

Elizabeth McGuire
89 Heritage Drive
South Windsor, CT

Maniscalco, Michael

From: TownCouncilComments,
Sent: Monday, May 4, 2020 6:38 PM
To: Maniscalco, Michael
Subject: FW:
Attachments: icon.png

From: Mimi F [lfluharty5@gmail.com]
Sent: Monday, May 04, 2020 5:12 PM
To: TownCouncilComments,
Subject:

I am a South Windsor town resident and would like to weigh in on the hazard pay for emergency staff. I fully support additional pay for our Firefighters and Police Officers. Their job requires them to deal with the public and puts them at risk of contracting COVID 19. I am appalled the Town Hall and Administrative staff received hazard pay. Their offices are closed to the public. There is no hazard presented to them. They can wear masks and follow social distancing procedures in their offices. Many of the Town offices have only one or two occupants when open. I feel they should return the hazard pay and certainly the hazard pay should not be extended. I am so disappointed in the town of South Windsor. To think the Town Council would pay an additional \$200 a week to employees who sit in their offices which are closed to the public and let our Firefighters and Police Officers put their lives on the line is truly sickening.

Regards,

Mimi Fluharty

Address not found

Your message wasn't delivered to **TownCouncilComments@southwindsor.ct.gov** because the domain southwindsor.ct.gov couldn't be found. Check for typos or unnecessary spaces and try again.

The response was:

DNS Error: 237153 DNS type 'mx' lookup of southwindsor.ct.gov responded with code NXDOMAIN Domain name not found: southwindsor.ct.gov

Show quoted text

Maniscalco, Michael

From: Reid, Deborah
Sent: Monday, May 4, 2020 4:26 PM
To: Maniscalco, Michael
Subject: FW: [Town of South Windsor CT] Willow Brook Golf course (Sent by Jim Macdonald, jmac0013@cox.net)

Scott Roberts has a copy of each email.

-----Original Message-----

From: cmsmailer@civicplus.com <cmsmailer@civicplus.com>
Sent: Saturday, May 2, 2020 2:01 PM
To: Town Council <TownCouncil@southwindsor.org>
Subject: [Town of South Windsor CT] Willow Brook Golf course (Sent by Jim Macdonald, jmac0013@cox.net)

Hello Town Council,

Jim Macdonald (jmac0013@cox.net) has sent you a message via your contact form (<https://www.southwindsor-ct.gov/user/606/contact>) at Town of South Windsor CT.

If you don't want to receive such e-mails, you can change your settings at <https://www.southwindsor-ct.gov/user/606/edit>.

Message:

I am writing to support attempts to save the golf course, even it necessitates the town purchasing it. For senior citizens, like me, it's a great resource and just the right size. In addition to other seniors, I have observed many young people, students, women and families enjoying the course. It also includes the only driving range in town. This is a one-time chance to save it and prevent such a wonderful facility from being abandoned.

Jim

Maniscalco, Michael

From: Reid, Deborah
Sent: Monday, May 4, 2020 4:26 PM
To: Maniscalco, Michael
Subject: FW: [Town of South Windsor CT] Willowbrook (Sent by John Hay, Jhay7@cox.net)

-----Original Message-----

From: cmsmailer@civicplus.com <cmsmailer@civicplus.com>
Sent: Sunday, May 3, 2020 10:21 AM
To: Town Council <TownCouncil@southwindsor.org>
Subject: [Town of South Windsor CT] Willowbrook (Sent by John Hay, Jhay7@cox.net)

Hello Town Council,

John Hay (Jhay7@cox.net) has sent you a message via your contact form
(<https://www.southwindsor-ct.gov/user/606/contact>) at Town of South Windsor CT.

If you don't want to receive such e-mails, you can change your settings at <https://www.southwindsor-ct.gov/user/606/edit>.

Message:

Hi council members I hope you are all safe. I am emailing to show support for the town to purchase Willowbrook from the Shepard family. At the very least we as a town should maintain the driving range as a fund raiser for the town. Maintaining open spaces is very important to the town. Can you amazing South Windsor without Nevers Park or Rye Street Park for example. I would love to see it as a golf course during the golf season but most importantly as open space.

Thanks for your work and efforts

JohnHay

15 Diane Dr.

Maniscalco, Michael

From: Reid, Deborah
Sent: Monday, May 4, 2020 4:26 PM
To: Maniscalco, Michael
Subject: FW: [Town of South Windsor CT] Save Willow Brook (Sent by Pat and Bill Flaherty, flaherty99@cox.net)

-----Original Message-----

From: cmsmailer@civicplus.com <cmsmailer@civicplus.com>
Sent: Sunday, May 3, 2020 10:52 AM
To: Town Council <TownCouncil@southwindsor.org>
Subject: [Town of South Windsor CT] Save Willow Brook (Sent by Pat and Bill Flaherty, flaherty99@cox.net)

Hello Town Council,

Pat and Bill Flaherty (flaherty99@cox.net) has sent you a message via your contact form (<https://www.southwindsor-ct.gov/user/606/contact>) at Town of South Windsor CT.

If you don't want to receive such e-mails, you can change your settings at <https://www.southwindsor-ct.gov/user/606/edit>.

Message:

We are writing to appeal to the town council to approve purchasing Willow Brook for the purpose of preserving open space. It is imperative to remember our heritage and character as a town as well as its natural beauty. Please do not let Willow Brook property be developed.

Thank you.

Pat and Bill Flaherty
99 Greenwood Drive

Maniscalco, Michael

From: Reid, Deborah
Sent: Monday, May 4, 2020 4:26 PM
To: Maniscalco, Michael
Subject: FW: [Town of South Windsor CT] Hazzard Pay (Sent by Kathy Daugherty, k.daugherty@cox.net)

-----Original Message-----

From: cmsmailer@civicplus.com <cmsmailer@civicplus.com>
 Sent: Monday, May 4, 2020 10:32 AM
 To: Town Council <TownCouncil@southwindsor.org>
 Subject: [Town of South Windsor CT] Hazzard Pay (Sent by Kathy Daugherty, k.daugherty@cox.net)

Hello Town Council,

Kathy Daugherty (k.daugherty@cox.net) has sent you a message via your contact form (<https://www.southwindsor-ct.gov/user/606/contact>) at Town of South Windsor CT.

If you don't want to receive such e-mails, you can change your settings at <https://www.southwindsor-ct.gov/user/606/edit>.

Message:

Please read the following into the record:

Dear Town Council –

I would like to share my concerns over the hazard pay being offered to staff in South Windsor.

It is insulting that this was even brought up and voted on considering there are so many people that work the front lines in real danger and do not get hazard pay. It is insulting individuals have lost their jobs, or are on furlough and are struggling to provide for their family, many needing to go to the food pantry for the first time. We are placing additional burden on them by this hazard pay. We should be looking for more ways to remove financial stress from families.

Some of the councilors I have spoken with say this is not new money, we have the money, we took it out of the Economic Development funds. I say if there is money in there, we need to save it. We are being shortsighted if we don't think our state is going into a deeper financial crisis due to this pandemic. South Windsor will be taking on over \$100 million in debt for our needed elementary schools. There is not an endless vat of money. Next year our funds from the state could be significantly decreased and we would be thrilled to have these funds still available. In these uncertain times, as residents we look to you to make sure that every dollar spent is necessary.

Stop the politics, stop using words like we have the votes, or they have the votes. You should be open minded to new ideas. We are in this together. We need you all to work together.

In normal times, things are done differently, however, we need to assume that if it were possible, people would be at the meetings letting their voice be heard. We need to look at social media and understand that this is how people are attempting to get their voice heard. Do not overlook it - 275 people responded to the poll regarding hazard pay. 259

thought it was a bad idea, or would be only in favor of hazard pay for Police and Fire. Moreover, some of our own town staff are embarrassed by this, and have reached out to let people know they never ask for this. Please reconsider, the resolution tonight does not ask for those that were already given hazard pay to give it back, it just states moving forward it is no longer a consideration.

Kathy Daugherty

Exhibit I

May 4, 2020

To whom it may concern:

I am writing to respectfully ask that the South Windsor Town Council considers the many benefits of keeping Willow Brook Golf Course as an Open Space. Rumor has it that the Town of South Windsor is thinking about purchasing the property, but some council members are against the concept of the property being designated as Open Space.

My family has lived in South Windsor for over ten years. Commercial and residential properties have been built up and the population of South Windsor has grown. While the need to develop and upgrade to keep up with demand is good, it is also imperative that we maintain some of the charm that makes South Windsor so special!

Keeping Willow Brook as an open Space will benefit the residents of our town in many ways. Here are some suggestions - the driving range can be used by adults and the recreation center; charge a fee so as to bring in income for maintenance. The restaurant can be leased to provide meals for people using the premises or rented out for occasions. The property has a paved path that can be used as a walking trail, three seasons in a year. Nevers park is the only other paved walking trail in town. Open a sanctuary for wildlife rescue and rehabilitation center or a small petting zoo for our young children and elementary schools to have access to.

Look into forming a committee to project the logistics of keeping Willow Brook as an open space with various uses. Send out an electronic survey for ideas to facilitate and implement an efficient way to promote a different approach to using Willow Brook as an open space.

Over the years we have lost a lot of open spaces in town to various structural developments. I attended the town meeting in January 2020, and I listened to the senior citizens/adults of our town speaking about this space being ideal for their use as a public golf course. Coming up with a viable use of this space that encompasses some of the ideas put forth during that meeting will benefit the growing population of our town in the years to come. Under the current circumstances, there are people looking for employment, ideas and talents that can be put to good use. I am respectfully requesting that certain town council members revisit their views on this matter.

Sincerely,

Ingrid Menon

Maniscalco, Michael

From: Reid, Deborah
Sent: Monday, May 4, 2020 4:27 PM
To: Maniscalco, Michael
Subject: FW: [Town of South Windsor CT] rescinding hazard pay for town employees (Sent by kathy chiappetta, kathygc@ntplx.net)

-----Original Message-----

From: cmsmailer@civicplus.com <cmsmailer@civicplus.com>
Sent: Monday, May 4, 2020 4:08 PM
To: Town Council <TownCouncil@southwindsor.org>
Subject: [Town of South Windsor CT] rescinding hazard pay for town employees (Sent by kathy chiappetta, kathygc@ntplx.net)

Hello Town Council,

kathy chiappetta (kathygc@ntplx.net) has sent you a message via your contact form (<https://www.southwindsor-ct.gov/user/606/contact>) at Town of South Windsor CT.

If you don't want to receive such e-mails, you can change your settings at <https://www.southwindsor-ct.gov/user/606/edit>.

Message:

I support rescinding the hazard pay for town employees, but hazard pay should stay in place for police, fire, ambulance and other front line people.

Maniscalco, Michael

From: Reid, Deborah
Sent: Monday, May 4, 2020 4:27 PM
To: Town Council
Cc: Maniscalco, Michael; Roberts, Scott
Subject: FW: Willow Brook Golf Course

-----Original Message-----

From: Paterna, Andrew
Sent: Monday, May 4, 2020 4:25 PM
To: Reid, Deborah <Deborah.Reid@southwindsor.org>
Subject: FW: Willow Brook Golf Course

hi Debbie.
here is the email I received about the golf course.
thanks
Andy

From: Thomas Rippchen [tjrippchen@yahoo.com]
Sent: Saturday, May 02, 2020 3:57 PM
To: Paterna, Andrew
Subject: Re: Willow Brook Golf Course

Hi Andy,

Back in the late 80's I was in the real estate business with ERA. I don't see why the tax payer has to pay for an appraisal on property. All the Sheppards have to do is contact several brokers, tell them they want to sell their property and the brokers will appraise the property and come up with a real estate contract that they present to the Sheppards in hopes of gaining the exclusive contract to sell the property for the Sheppards under a commissioned agreement. The appraisal is FREE.

Our Town can then make an offer for the property. Win or lose on this it costs our town taxpayer nothing for an honest appraisal.

I also don't see why the Sheppards would refuse a win win situation, if they want to have Our Town take over the property and that they are not losing this so called \$200,000 per year. Again as I stated at the Council Meeting I would love to go over the Profit and Loss numbers for the past 5 years. They had outside management operating Top Stone but not so for Willow Brook. Makes me wonder what was going on there.

To me Willow Brook offers a year round of at least 3 profit centers that will benefit Our Town and the Sheppards. They have nothing to lose and all to gain if Our Town operates the property. In either case after the Real Estate Brokers appraise the property make their presentations to the Sheppards and by chance they accept one of their offers who actually loses?

I am for ONE totally committed for our Town to take over Willow Brook and in making the Sheppards an upward yearly deal where they lose nothing but gain. The key to this is that there is no way that the money they already lost in the

past will be made up with tax payer money from OUR TOWN. Their bail out basically is from future positive cash flow starting when and if Our Town takes over these profit centers.

Most enthusiastic and committed to making Our Town's Willow Brook a win win for all.

God Bless and Stay Safe,

Tom Rippchen

Exhibit L



HAZARD PAY

Resolution passed by the Town Council on 4.20.20

What is in the resolution

► Preamble:

- Governor on March 10, 2020 declared an Emergency and a Public Health Emergency;
- Town Manager on March 13, 2020 declared an Emergency and a Public Health Emergency
- Municipal business is considered essential and although Town offices are closed to the public, much of the business of the Town is still conducted in person placing employees at risk of contracting coronavirus;

► Resolution:

- Starts April 13, 2020 and ends May 20, 2020
 - Allowed to end sooner if school goes back and non-essential businesses reopen.
 - Allows for the Council to reconsider extension or ending on May 20, 2020
 - April 13th was the date the Town went to an extremely limited staffing due to Governors Executive Order
- Provides \$200 for each employee that works for an entire week.



Exhibit M

Who is Eligible

- ▶ Current staffing is approximately 47 FTE per week
(Normally we are over 100FTE)
 - ▶ Only staff coming into work must have an interaction with the public
- (ALL ESSENTIAL EMPLOYEES WHO CAN WORK FROM HOME MUST WORK FROM HOME)**
- ▶ Staff that are home are asked to accomplish as much work as possible but are **NOT ELIGIBLE** for Hazard pay



How is it getting paid for

- ▶ *Hazard pay shall come from the Economic Development Professional Account 11330300-00320 (Language from the Resolution)*
 - ▶ Fund was created by the Council to give loans to the Cannabis industry to promote that work in South Windsor
 - ▶ Funds came from contingency
 - ▶ It has been determined by the Town Attorney that giving Loans from Municipal funds is not allowed by State Statute
 - ▶ Additionally, it is recommended that the Town apply for reimbursement from FEMA to replenish the fund if possible



Exhibit M



Is there a real risk to Town Employees?

- ▶ It can be transferred from person to person by:
 - ▶ Touch
 - ▶ Cough
 - ▶ Sneeze
 - ▶ Waste
- ▶ Symptoms can take 2-14 days to present themselves.
- ▶ April 20, 2020 the Town had enough PPE to distribute to each department.
 - ▶ While training has been provided for effective use Town staff are not professionals for the safe use of PPE providing greater risk of infection

How long the new coronavirus can live on surfaces

SURFACE	APPROXIMATE SURVIVAL
Fabric and glass paper**	3 hours
Copper**	4 hours
Cardboard**	24 hours
Wood**	2 days
Cloth**	2 days
Stainless steel**	2-3 days
Polypropylene plastic**	3 days
Glass**	4 days
Paper money**	4 days
Outside of surgical mask**	7 days



Exhibit M

What have we done to keep employees safe

- ▶ Switched to A, B, C schedule to allow for social distancing and continuity of services in the event of mass infection amongst staff;
- ▶ Weekly deep cleaning of all Town Facilities;
- ▶ Mandatory quarantine of staff because of travel, exposure and symptoms;
- ▶ Temperature taking of all staff on a daily basis (anyone with a temp over 100.4F is sent home for quarantine);
- ▶ Closure of all Town facilities to public (but maintained all service delivery through appointment and public interactions as required);
- ▶ PPE distribution to all staff.



Some examples of Essential employees at work in their own words

- ▶ Waste Water:
 - ▶ "Our biosolids are not stabilized meaning that the virus is potentially active within them."
- ▶ Town Clerk:
 - ▶ "we must administer an oath in person to the individuals getting married, have them sign the license in our presence after administering the oath, and then accept payment and process the document (we must sign the license in three fields and then make a copy for our records). We have been performing these tasks directly outside Town Hall."
- ▶ Building Department:
 - ▶ "Mike and I mix with the public on a daily basis and bring back (to the hive) potential exposure. This practice is also common to Planning and Engineering. This does not include the casual interaction of other building personnel excepting packages/mail from public or delivery persons"
- ▶ Youth and Family Services:
 - ▶ "Staff takes in donations face to face, even though there is a box out front to limit that. Today we had a truck load delivered by a resident who posted on FB. Would never fit in the box!"
 - ▶ "Staff meets with people out front to have them provide proof of income and to sign documents for energy assistance and other financial assistance programs."



Exhibit M

Some examples of Essential employees

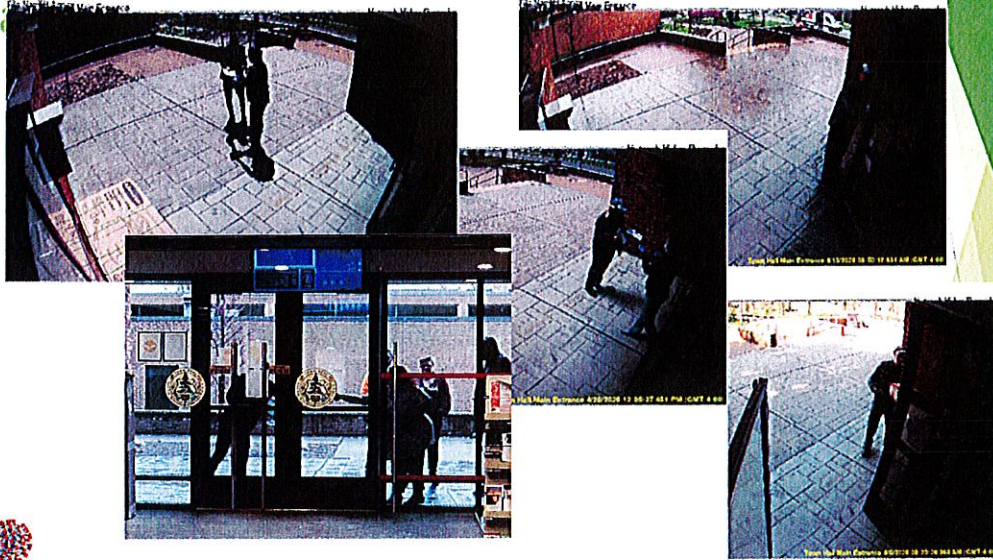
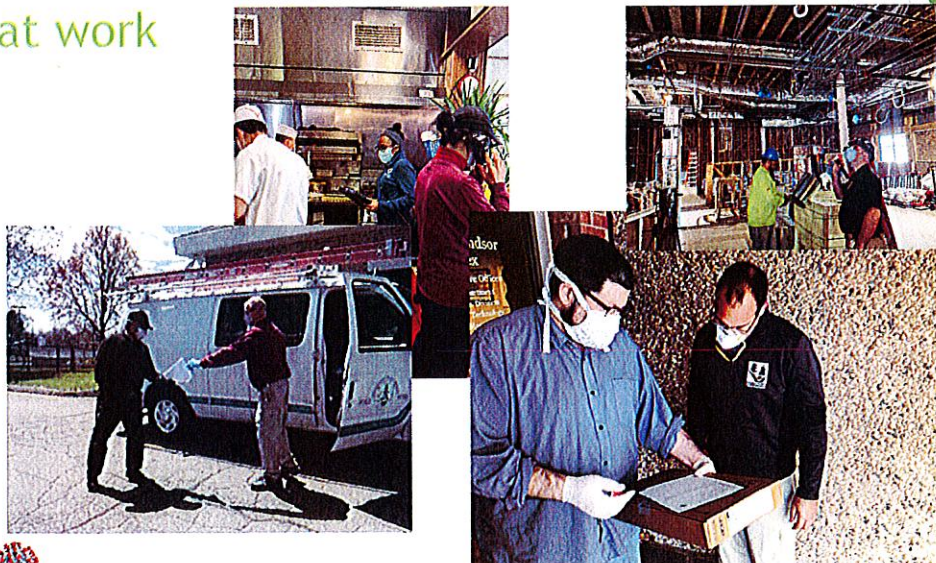
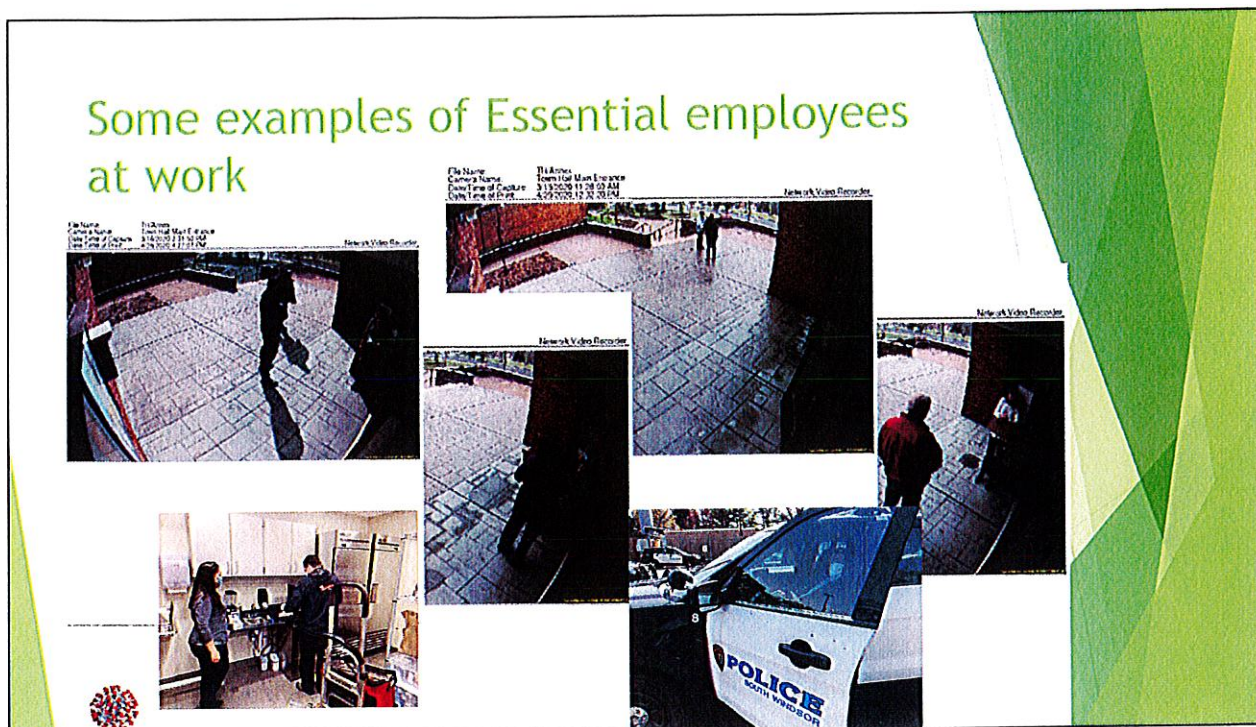
Some examples of Essential employees
at work

Exhibit M

Some examples of Essential employees at work



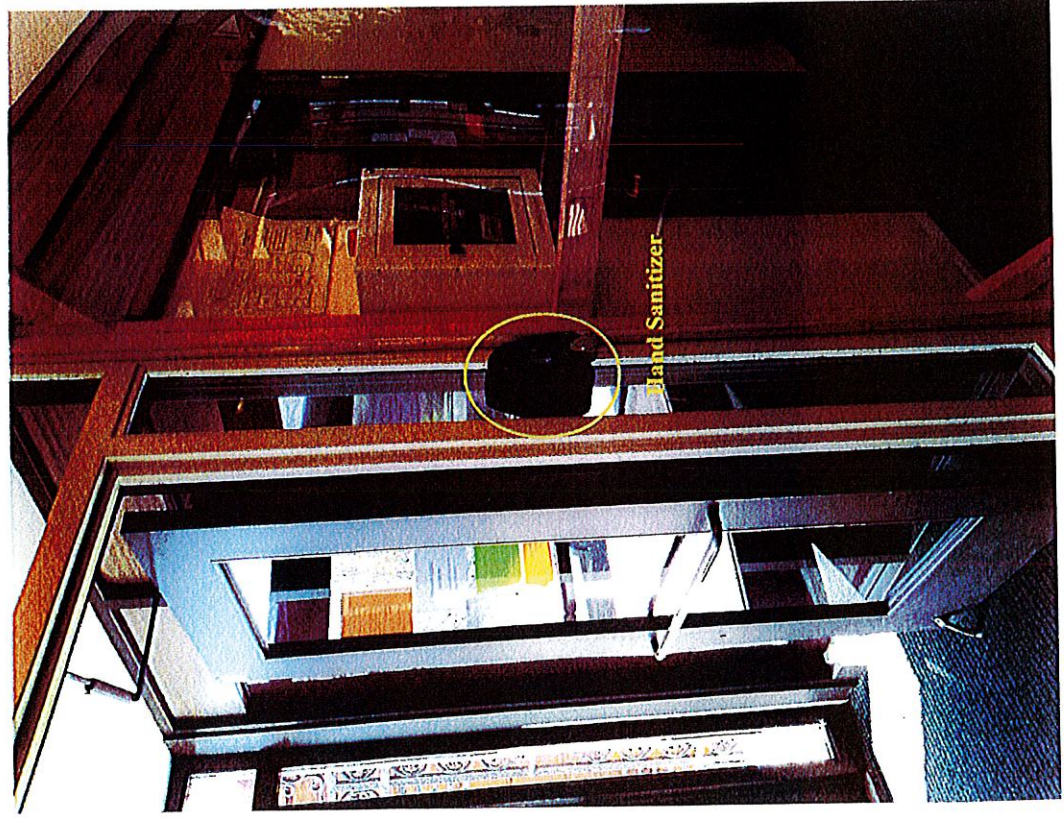
06  74

It is important to say:

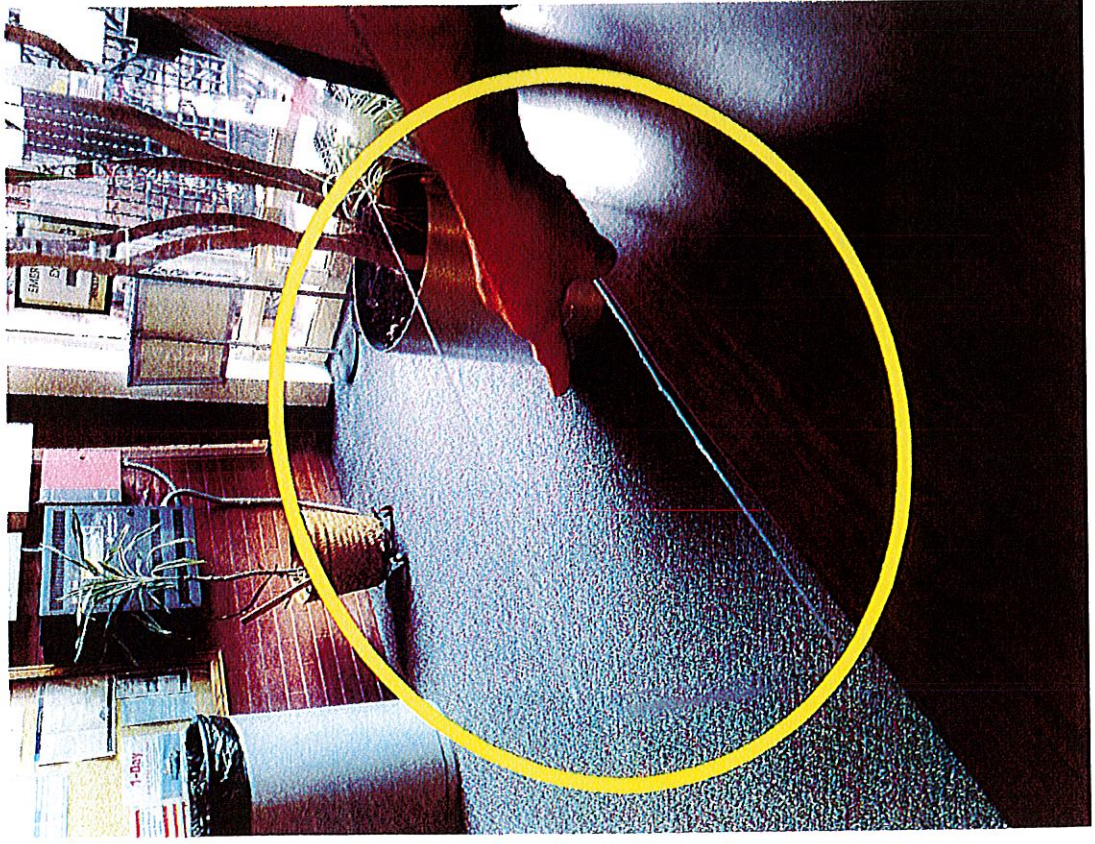
Thank you to everyone who is keeping
our Community running.

THANK YOU!

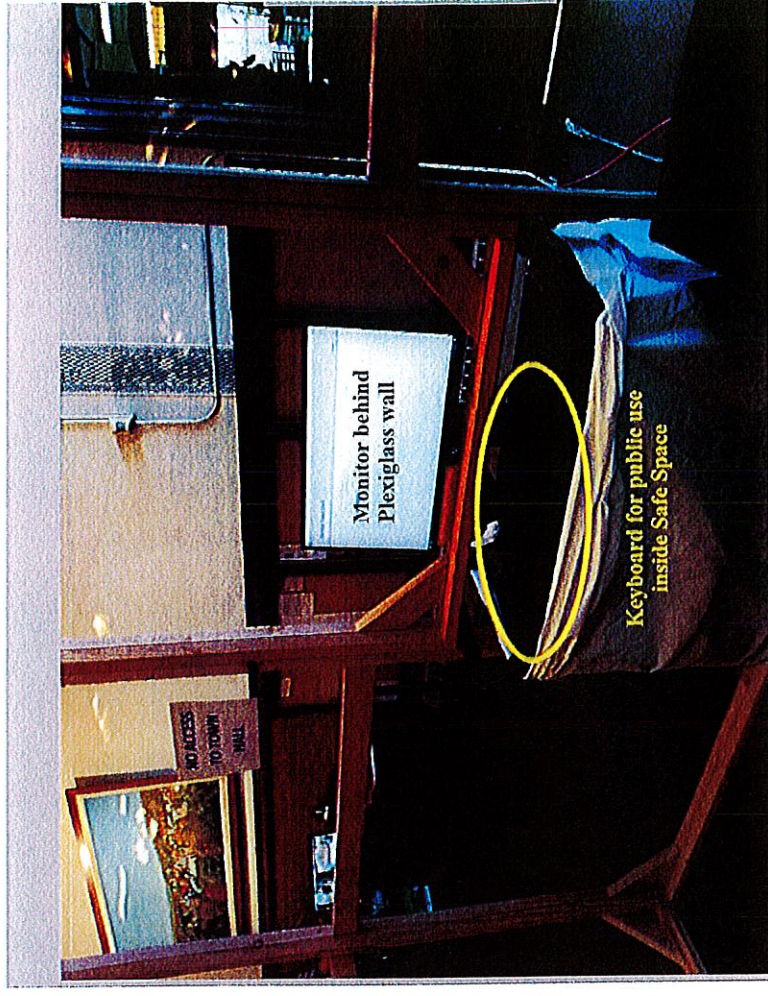
Main Safe Space Wall – Height – 8 feet



Slot for handing paperwork



Monitor is behind Plexiglass Wall



RANK	FIRST	LAST	4/12-4/18	4/19-4/25	4/27-5/2 estimated	5/3-5/9 potential	5/10-5/16 potential	5/17-5/23 potential
Community Service Officer	Robin	Bond	X	X	X	X	X	X
Sergeant	Charles	Bowes	X			X	X	X
Public Safety Dispatcher	Tracy	Bowman	X	X	X	X	X	X
Lieutenant	Glenn	Buonanducci	X	X	X	X	X	X
Public Safety Dispatcher	Rachel	Burnham	X	X	X	X	X	X
Officer	Daniel	Cain	X	X	X			
Officer	Megan	Casey	X			X	X	X
Sergeant	Mark	Cleverdon	X	X	X	X	X	X
Officer	PeggySue	Clouser		X	X	X	X	X
Public Safety Dispatcher	Steven	Cordeiro				X	X	X
Officer	Zachary	Cosenza	X			X	X	X
Public Safety Dispatcher	Alexander	Covill	X	X	X	X	X	X
Chief	Scott	Custer				X	X	X
Officer	Richard	Dabrowski	X	X	X	X	X	X
Officer	Thomas	DeFelice	X	X	X	X	X	X
Officer	Alexis	Deslauries	X	X	X	X	X	X
Sergeant	Elsie	Diaz-Duchesne		X	X	X	X	X
Sergeant	Michael	Dobler				X	X	X
Sergeant	Christophe	Duchesne				X	X	X
Officer	William	Eastwood		X	X	X	X	X
Lieutenant	Brian	Eckblom		X	X	X	X	X
Officer	Joseph	Fargnoli		X	X	X	X	X
Officer	Joseph	Futtner				X	X	X
Officer	Kevin	Geraci		X	X	X	X	X
Corporal	David	Gesualdi, Jr.	X	X	X	X	X	X
Sergeant	Mark	Halibozek		X	X	X	X	X
Officer	Linda	Hernando	X	X	X	X	X	X
Officer	Kyle	Higgins	X	X	X	X	X	X
Corporal	Stephen	Hoover		X	X	X	X	X
Officer	David	Johnson		X	X	X	X	X
Community Service Officer	Brian	Kelley	X	X	X	X	X	X
Public Safety Dispatcher	Patrick	Kelley	X	X	X	X	X	X
Officer	Edmund	Klein	X			X	X	X
Officer	Peter	Korchari	X	X	X	X	X	X
Support Services Tech.	Michael	Kowalczyk				X	X	X
Officer	Bianca	Krzynowek	X	X	X	X	X	X
Officer	Erika	Kuzara	X	X	X	X	X	X
Corporal	Kyle	LaPorte				X	X	X
Deputy Chief	Kristian	Lindstrom		X	X	X	X	X
Sergeant	Ronald	Littell, Jr.	X	X	X	X	X	X
Officer	Caleb	Lopez				X	X	X
Officer	Benjamin	Lovett		X	X	X	X	X
Officer	Scott	Madore		X	X	X	X	X
Public Safety Dispatcher	Christine	Meyerhans		X	X	X	X	X
Corporal	James	Nicoletta				X	X	X
Officer	Lawren	Owens		X	X	X	X	X
Public Safety Dispatcher	Edward	Patz	X	X	X	X	X	X
Officer	Christophe	Poehnert	X	X	X	X	X	X
Sergeant	Michael	Prescher				X	X	X
Public Safety Dispatcher	Gary	Rossignol	X			X	X	X
Officer	Tina	Roy	X			X	X	X
Corporal	Michael	Thompson		X	X	X	X	X
Officer	Jacob	Truebig				X	X	X
Lieutenant	Richard	Watrous, Jr.	X			X	X	X
Officer	Jeremy	Weiss				X	X	X

28 36 36 55 55 55
\$ 9,800 \$ 12,600 \$ 12,600 \$ 19,250 \$ 19,250 \$ 19,250

Receiving \$200 Hazard Pay:

Records Specialist	Peggy	Malaney-Lofstrom
Records Specialist	Jordan	Hosey
Office Administrator	Elizabeth	Hilton

Potential Total \$ 92,750
Average Potential Total \$ 72,800

Exhibit P

LAST NAME	FIRST NAME	# INCIDENTS
		4/13-4/24/20
ALBANI	DAN	1
ARILDSSEN	DAVID	6
BAKAS	BRYAN	5
BARAL	ROB	9
BARILE	ANTHONY	3
BRAULT	SHAUN	1
BUCCIARELLI	ZACHARY	6
BURCH	DEBRA	3
BUSHEY	BRIANNA	1
BUSHEY	KEVIN	1
COONEY	KEVIN	10
COONEY	CHRISTINE	5
CORTESE	TAI	2
COUILLARD	BENJAMIN	11
DEPTULA	ANDREW	3
DILLON	THOMAS	3
DROST	AMANDA	2
FALLETTI	MATTHEW	3
FINE	NOAH	10
FINE	SCOTT	4
FUTTNER	JEFF	6
GIROUX	MICHAEL	8
GOKEY	RICHARD	1
GOLDSTEIN	ADAM	8
GORE	MICHAEL	1
HANKARD	TIMOTHY	4
HOLMES	BRYAN	2
KATZBEK	DAN	12
KOWALCZYK	MICHAEL	3
LEFKOVICH	ALEX	13
MARCHESSEAU	DONALD	3
MASCIOVECCHIO	NICK	4
McDONALD	BRAD	4
MILLIKEN	MICHAEL	3
MUMLEY	SCOTT	3
MURTHA	JAY	10
PAPP	TIMOTHY	3
PECK	BRIAN	6
PEDERZOLI	THOMAS	7
PELLETIER	JARED	2
PENDLETON	ROBIN	9
PIACENTINI	CARLO	7
PIACENTINI	CRAIG	4
PIACENTINI	CORREY	4
REED	JACKSON	9

Exhibit P

REYNOLDS	KEITH	4
SAMSEL	MICHAEL	3
SMITH	MATTHEW	7
SODERBURG	PAUL	2
ST. AMAND	JAKE	10
ST. ONGE	ROBERT	5
SULLIVAN	ROBERT	12
ULITSCH	MICHELLE	2
VALENTE	NICK	4
WOODS	DYLAN	9
WOODS	TYLER	1
		284
	4/13-4/24 Cost	\$ 3,692.00
	Total Approximate Cost 4/13-5/20/20	\$ 11,076.00

VEHICLE SURPLUS						
VEHICLE ID	YEAR	MAKE	MODEL	VIN #	REASON TO BE REMOVED FROM SERVICE	DEPARTMENT
7030	2004	CHEVY	1500	1GTEK14X842302280	REPAIR COSTS EXCEED ITEMS VALUE	BUILDING
2085	2003	GMC	1500	1GETK14V23Z267653	REPAIR COSTS EXCEED ITEMS VALUE	STREET
	2011	FORD	CROWN VIC	2FABP7BV1BX173218	REPAIR COSTS EXCEED ITEMS VALUE	RECREATION
7033	2005	FORD	E150	1FTWE24W86HA65245	REPAIR COSTS EXCEED ITEMS VALUE	RECREATION
	2006	CHEVY	IMPALA	2G1WB58K069341381	REPAIR COSTS EXCEED ITEMS VALUE	FIRE MARSHAL
	1993	PIERCE	PUMPER	4EW5AAAA86D1002341	REPAIR COSTS EXCEED ITEMS VALUE	FD

EQUIPMENT SURPLUS			
QUANTITY	EQUIPMENT	REASONS TO BE REMOVED FROM SERVICE	DEPARTMENT
2	FIRE RADIO REPEATERS	ABSOLETE	FD