

**TOWN COUNCIL  
TOWN OF SOUTH WINDSOR**

**Action Minutes**

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**May 3, 2021**

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**TOWN COUNCIL – REGULAR MEETING  
VIRTUAL MEETING**

**1. Call Meeting to Order**

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

**3. Roll Call**

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

Others Present: Michael Maniscalco, Town Manager  
Scott Roberts, Asst. Town Manager/CIO/Emergency Mgmt.

Others Absent: Vanessa Perry, Asst. Town Manager/Director of H.R.

**5. Adoption of Agenda**

Councilor Hockenberry made a motion to adopt the agenda as presented. Deputy Mayor Pendleton seconded the motion, and it was approved unanimously.

**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: Special Meeting Minutes of April 12, 2021.

Was made by Councilor Snyder

Seconded by Councilor Koboski

The motion passed on a Roll Call vote of 7 to 0, with Councilor Evans and Councilor Lydecker abstaining.

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

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**ITEM:**

**8. Adoption of Minutes of Previous Meetings (Continued)**

BE IT RESOLVED that the South Windsor Town Council hereby approves the Minutes of the following Town Council Meeting: Regular Meeting Minutes of April 19, 2021.

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

**13. New Business**

**B. Resolution Adopting the Board of Education Budget for Fiscal Year 2021/2022**

BE IT RESOLVED that the South Windsor Town Council hereby adopts a Board of Education Budget with expenditures totaling **\$77,958,844**; for the Fiscal Year commencing on July 1, 2021, and terminating on June 30, 2022, a copy of which Budget is on file on the Board of Education website ([www.southwindsorschools.org](http://www.southwindsorschools.org)).

Was made by Councilor Lydecker  
Seconded by Councilor Hockenberry  
The motion was approved unanimously

**C. Resolution Adopting the Budget for the Special Revenue Recreation Fund for Fiscal Year 2021/2022**

BE IT RESOLVED that the South Windsor Town Council hereby adopts a Special Revenue Recreation Fund Budget with expenditures totaling **\$2,737,506**; for the Fiscal Year commencing on July 1, 2021, and terminating on June 30, 2022, a copy of which Budget is on file on the Town of South Windsor website ([www.southwindsor-ct.gov](http://www.southwindsor-ct.gov)).

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

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**ITEM:**

**13. New Business (Continued)**

**E. Resolution Adopting the Capital Projects Budget for Fiscal Year 2021/2022**

BE IT RESOLVED that the South Windsor Town Council hereby adopts a Capital Projects Budget with General Fund contributions totaling **\$1,924,472**, for the Fiscal Year commencing on July 1, 2021, and terminating on June 30, 2022, a copy of which Budget is on file on the Town of South Windsor website ([www.southwindsor-ct.gov](http://www.southwindsor-ct.gov)).

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

**F. Resolution Adopting the General Government Budget for Fiscal Year 2021/2022**

BE IT RESOLVED that the South Windsor Town Council hereby adopts a General Government Budget with expenditures totaling **\$48,083,472**; for the Fiscal Year commencing on July 1, 2021, and terminating on June 30, 2022, a copy of which Budget is on file on the Town of South Windsor website ([www.southwindsor-ct.gov](http://www.southwindsor-ct.gov)).

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

**G. Resolution Setting the Tax Rate for Fiscal Year 2021/2022**

BE IT RESOLVED that the tax rate of **37.86** mills be levied on the Grand List of October 1, 2020, based upon Total Revenues excluding current taxes of **\$17,585,526**, which includes an appropriation from Fund Balance in the amount of **\$0.00** and an appropriation from the Tax Stabilization Fund in the amount of **\$500,000** to finance total expenditures of **\$127,966,788** made up of a Board of Education Budget of **\$77,958,844**, a Capital Projects Budget of **\$1,924,472**, and a General Government Budget of **\$48,083,472**, all of which have been adopted by the South Windsor Town Council for the Fiscal Year commencing on July 1, 2021, and terminating on June 30, 2022.

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**ITEM:**

**13. G. (Continued)**

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

**H. Resolution Appointing a Rate Maker for Fiscal Year 2021/2022 and Postponing Consideration of this Motion until the Town Council's Next Regularly Scheduled Meeting**

BE IT RESOLVED that the South Windsor Town Council hereby appoints Michael Maniscalco, Town Manager, as Rate Maker for Fiscal Year 2021/2022, and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

Was made by Councilor Koboski  
Seconded by Councilor Hockenberry  
The motion was approved unanimously

**I. Resolution Waiving Competitive Bidding for Consulting Services to Create an Affordable Housing Plan**

WHEREAS, the Town of South Windsor is required to prepare an Affordable Housing Plan under the provision of CGS §8-30j and submit it to the Connecticut Department of Housing by July 1, 2022; and

WHEREAS, the Town is pursuing the services of a consultant to assist in the development of an Affordable Housing Plan and has established a \$15,000 budget; and

WHEREAS, an RFP was issued on March 24, 2021, with a closing date of Monday, April 12, 2021; and

WHEREAS, the Town did not receive any proposals for this work and the preparation of this study can only be performed by certain firms; and

WHEREAS, the Town has contacted a consulting firm familiar with preparing affordable housing plans who has also worked previously in South Windsor on the Plan of Conservation and Development to review the challenges with the current proposal; and

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**ITEM:**

**13. I. (Continued)**

WHEREAS, the consultant presented a modified Scope of Work suggesting changes to the original timeframes and more clearly defining the consultant's role in the public process; and

WHEREAS, the consultant has agreed to prepare the Affordable Housing Plan for the original budgeted amount of \$15,000

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby waives competitive bidding for the services of a consultant to develop an Affordable Housing Plan; and

BE IT FURTHER RESOLVED that the Town Council authorizes Town Manager Michael Maniscalco to sign any agreements necessary to hire a consultant to perform this work.

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

**J. Resolution Accepting the Resignation of Erik Dabrowski (R) from the Blighted Property Appeals Board**

BE IT RESOLVED that the South Windsor Town Council hereby accepts with regret the resignation of Erik Dabrowski (R) from the Blighted Property Appeals Board effective April 19, 2021; and

BE IT FURTHER RESOLVED that the South Windsor Town Council extends its thanks to Erik Dabrowski for the time he has dedicated to serving his community by his membership on the Blighted Property Appeals Board.

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

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**13. New Business (Continued)**

**K. Resolution Appointing Megan Powell (R) an Alternate to the Historic District Commission and Postponing Consideration of this Motion until the Town Council's Next Regularly Scheduled Meeting**

BE IT RESOLVED that the South Windsor Town Council hereby appoints Megan Powell (R) an Alternate to the Historic District Commission for a term ending November 30, 2022, to fill the unexpired term of Philip Koboski and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

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

**L. Resolution Appointing James Ainsworth (R) to the Blighted Property Appeals Board and Postponing Consideration of this Motion until the Town Council's Next Regularly Scheduled Meeting**

BE IT RESOLVED that the South Windsor Town Council hereby appoints James Ainsworth (R) to the Blighted Property Appeals Board for a term ending November 30, 2024, to fill the unexpired term of Erik Dabrowski and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

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

**18. Adjournment**

At 9:21 p.m., Councilor Hockenberry made a motion to adjourn the meeting. Councilor Maneeley seconded the motion, and it was approved unanimously.

Respectfully submitted,

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Deborah W. Reid  
Clerk of the Council