

## Revised Action Minutes

TOWN COUNCIL  
COUNCIL CHAMBERS  
SOUTH WINDSOR TOWN HALL

REGULAR MEETING  
Tuesday, February 20, 2024  
TIME: 7:00 P.M.

### 1. Call Meeting to Order

Mayor Delnicki called the meeting to order at 7:00pm.

### 2. Pledge of Allegiance

### 3. Roll Call

Members present: Mayor Audrey Delnicki  
Deputy Mayor Matthew Siracusa  
Councilor Richard Balboni  
Councilor Michael Buganski  
Councilor Carolyn Carey  
Councilor Steven King Jr.  
Councilor Toby Lewis  
Councilor Elizabeth Pendleton

Others present: Michael Maniscalco, Town Manager  
Richard Carella, Town Attorney  
Scott Roberts, Assistant Town Manager  
Michele Lipe, Director of Planning  
Walter Summers, Fire Marshal

### 4. Mayor's Remarks

### 5. Adoption of Agenda

Councilor Lewis made a **Motion** to adopt the agenda as presented.  
Councilor Pendleton **seconded the Motion**.

Deputy Mayor Siracusa made a **Friendly Amendment** to the agenda

- Item: 5 Adoption of Agenda - Change the date of the approval of minutes to February 5, 2024.
- Item 13B Correct the spelling of the word "contingency"
- Item 11 Consent Agenda – Should read Item 11 B 1 - 11 B 2
- Item 11 Consent Agenda – Should read Item 11 B 3 - 11 B 6

Councilor Lewis **seconded the Motion**, which was approved by unanimous voice vote.  
**MOTION CARRIES.**

6. **Communications and Reports from the Town Manager**

7. **Public Input for Items on the Agenda**

Public Input shall not exceed thirty (30) minutes. When recognized by the Mayor, the speaker(s) shall approach the lectern, give their name and address. Speakers shall avoid personal attacks or impugning or alleging an improper motive to any person. The speaker(s) may address the Council on any item on the agenda. The speaker(s) shall limit their speaking time to five (5) minutes.

8. **Adoption of Minutes of Previous Meeting**

**Approval of the February 5, 2024, Town Council Meeting Minutes**

**BE IT RESOLVED**, that the South Windsor Town Council hereby approves the minutes of the Regular Town Council meeting of February 5, 2024.

Councilor Carey made a **Motion to Approve** the minutes of February 5, 2024, as presented.

Councilor Pendleton **seconded the Motion**, which was approved by unanimous voice vote.  
**MOTION CARRIES.**

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

10. **Reports from Committees**

11. **Consent Agenda**

[All items listed under this section are considered routine by the Town Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council member so requests, in which event the item will be removed from the Consent Agenda and be considered in its normal sequence on the agenda.]

**A. First Reading**

**None**

**B. Second Reading**

Councilor Balboni made a **Motion to Approve 11 B 1 – 11 B 2** as a second reading on the consent agenda.

Councilor Lewis **seconded the Motion**, which was approved by unanimous voice vote.  
**MOTION CARRIES.**

**1. Resolution Appointing John Murphy III (R) as an Alternate on the Inland Wetlands Agency/ Conservation Commission**

**BE IT RESOLVED**, that the South Windsor Town Council hereby appoints John Murphy III (R) as an alternate on the Inland Wetlands Agency/ Conservation Commission, for a term ending December 1, 2027.

**2. Resolution Appointing Lauren Chung (R) as a Member of the Personnel Board of Appeals**

**BE IT RESOLVED**, that the South Windsor Town Council hereby appoints Lauren Chung (R) as a member of the Personnel Board of Appeals, to replace the expired term of Elizabeth Kuehnel (D), for a term ending November 30, 2026.

Councilor Pendleton made a **Motion to Approve 11 B 3 – 11 B 6** as a second reading on the consent agenda.

Councilor King **seconded the Motion**, which was approved by unanimous voice vote.  
**MOTION CARRIES.**

**3. Resolution Appointing Paul Bernstein (D) as a Member of the Planning & Zoning Commission**

**BE IT RESOLVED**, that the South Windsor Town Council hereby appoints Paul Bernstein (D) as a member of the Planning & Zoning Commission, to fill the unexpired term of Bart Pacekonis (D) for a term end date of November 8, 2027.

**4. Resolution Appointing Atif Quarishi (D) as an Alternate on the Planning & Zoning Commission**

**BE IT RESOLVED**, that the South Windsor Town Council hereby appoints Atif Quarishi (D) as an alternate on the Planning & Zoning Commission, to replace the unexpired term of Paul Bernstein (D), for a term ending December 1, 2025.

**5. Resolution Reappointing Dwight Johnson (D) as a Member of the Housing Authority**

**BE IT RESOLVED**, that the South Windsor Town Council hereby reappoints Dwight Johnson (D) as a member of the Housing Authority, for a term ending November 30, 2028.

**6. Resolution Appointing Megan Macomber (D) as a Member of the Human Relations Commission**

**BE IT RESOLVED**, that the South Windsor Town Council hereby appoints Megan Macomber (D) as a member of the Human Relations Commission, to replace the unexpired term of Anitha Elango (D), for a term ending November 30, 2024.

**C. Miscellaneous**  
None.

**12. Unfinished Business**

None.

**13. New Business**

*Deputy Mayor Siracusa*

**A. Discussion Item: South Windsor Business Registry (Michele Lipe, Marc Melanson, Walter Summers)**

*Councilor Buganski*

**B. Resolution Approving a Transfer of \$40,000 from the Contingency Account to the Feasibility Study for Recreation Building Expenditures**

**BE IT RESOLVED**, that the South Windsor Town Council hereby approves a transfer of \$40,000 from the Contingency Account to go into the Feasibility Study for the Recreation Building. This transfer will cover costs to study the programming needs, and facility needs of the Recreation Department Building (ie Old Orchard Hill School).

Councilor Buganski made a **Motion to Approve** the transfer of \$40,000 from the Contingency Account to the Feasibility Study for Recreation Building expenditures

Councilor Lewis **seconded the Motion.**

Councilor Balboni stated that this was previously presented to Town Council but that they did not ask for as much money previously. Councilor Balboni said that the number needed is \$59,800 and is broken down as follows:

Architect - \$24,500

Owners Rep - \$15,000

Contingency - \$20,000

Councilor Balboni made a **Friendly Amendment** to increase the transfer amount to \$59,800.

Councilor Lewis **seconded the Motion** which was approved by unanimous voice vote.  
**MOTION CARRIES.**

*Councilor Balboni*

**C. Resolution Reappointing CliftonLarsonAllen as the Town Auditor for the Fiscal Year ending June 30, 2024, at a fee of \$68,250**

**BE IT RESOLVED**, that the South Windsor Town Council hereby reappoints the firm of ClifftonLarsonAllen LLP of West Hartford, Connecticut, to audit the books and accounts of the Town of South Windsor, as provided in the General Statutes of the State of Connecticut; and

**BE IT FURTHER RESOLVED**, that the fee for said auditing services by ClifftonLarsonAllen LLP will be \$68,250 for Fiscal Year ending June 30, 2024, for a term expiring December 31, 2024.

Councilor Balboni made a **Motion to Approve** the reappointment of ClifftonLarsonAllen as the Town Auditor for the fiscal year ending June 30, 2024, at a fee of \$68,250.

Deputy Mayor Siracusa **seconded the Motion** which was approved by unanimous voice vote.  
**MOTION CARRIES.**

*Councilor King*

**D. Resolution Accepting the Resignation of Erica Evans (D) from the South Windsor Town Council**

**BE IT RESOLVED**, that the South Windsor Town Council hereby accepts, with regret, the resignation of Erica Evans (D) from the South Windsor Town Council effective February 6, 2024, as more fully described in **exhibit A**.

**BE IT FURTHER RESOLVED**, that the South Windsor Town Council extends its thanks to Erica Evans (D) for the time she has dedicated to serving her community by her membership on the South Windsor Town Council.

Councilor King made a **Motion** accepting the resignation of Erica Evans from the South Windsor Town Council.

Councilor Pendleton **seconded the Motion** which was approved by unanimous voice vote.  
**MOTION CARRIES.**

*Councilor Carey*

**E. Resolution Accepting the Resignation of Amanda Poma, Clerk of the Council**

**BE IT RESOLVED**, that the South Windsor Town Council hereby accepts, with regret, the resignation of Amanda Poma, Clerk of the Council effective February 16, 2024, as more fully described in **exhibit B**.

**BE IT FURTHER RESOLVED**, that the South Windsor Town Council extends its thanks to Amanda Poma for the time she has dedicated as Clerk of the Council.

Councilor Carey made a **Motion** accepting the resignation of Amanda Poma, Clerk of the Council.

Councilor Pendleton **seconded the Motion** which was approved by unanimous voice vote.  
**MOTION CARRIES.**

*Councilor Lewis*

**F. Resolution Approving of Twenty-four (24) Refunds totaling \$27,100.94**

**BE IT RESOLVED**, that the South Windsor Town Council hereby approves twenty-four (24) refunds, the total of said refunds being \$27,100.94 and as more fully described in **exhibit C**.

Councilor Lewis made a **Motion to Approve** twenty-four (24) refunds totaling \$27,100.94.

Councilor King **seconded the Motion** which was approved by unanimous voice vote.  
**MOTION CARRIES**

**14. Passage of Ordinance**

None.

**15. Public Input for Any Matter**

Public Input for any other matter shall not exceed thirty (30) minutes. When recognized by the Mayor, the speaker(s) shall approach the lectern, give their name and address. Speakers shall avoid personal attacks or impugning or alleging an improper motive to any person. The speaker(s) may address the Council on any item. The speaker(s) shall limit their speaking time to five (5) minutes.

**16. Communications from the Council**

**17. Executive Session**

(Please invite Town Manager, Michael Maniscalco and Assistant Town Manager, Mr. Roberts and any other appropriate personnel deemed necessary).

Deputy Mayor Siracusa invited Town Manager, Michael Maniscalco and Assistant Town Manager, Scott Roberts to Executive Session. He also stated that the Regular Town Council meeting will adjourn from Executive Session.

**Executive Session began at 8:49pm**

Those in attendance include Councilor Buganski, Councilor Lewis, Councilor Balboni, Councilor Carey, Mayor Delnicki, Deputy Mayor Siracusa, Councilor King, and Councilor Pendleton, Michael Maniscalco – Town Manager, Scott Roberts – Assistant Town Manager

- a) **Potential purchase of property located at 36 Graham Road**
- b) **Potential sale of property located at 785 Sullivan Avenue**

**Executive Session concluded at 9:11pm.**

18. **Adjournment**

Deputy Mayor Siracusa made a **Motion** to adjourn the meeting at 9:12pm.

Councilor Lewis **seconded the Motion** which was approved by unanimous voice vote.  
**MOTION CARRIES.**

Respectfully submitted,

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Katherine J. Senerth  
Executive Assistant