

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Minutes

**Tuesday, September 6, 2022
7:00 p.m.**

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

1. Call Meeting to Order

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

2. Pledge of Allegiance

3. Roll Call

Members Present: Mayor Elizabeth Pendleton
Deputy Mayor Steven King Jr.
Councilor Jamie Gamble
Councilor Cesar Lopez
Councilor Marek Kozikowski
Councilor Andrew Paterna
Councilor Erica Evans
Councilor Philip Koboski

Others Present: Michael Maniscalco, Town Manager
Vanessa Perry, Assistant Town Manager/Director of H.R.
Scott Roberts, Assistant Town Manager/CIO/Emergency Mgmt.

4. Mayor's Remarks

Mayor Elizabeth Pendleton welcomed everyone back and highlighted some of South Windsor's community events during the month of August including the Farmers Market and Summer Concert Series.

Mayor Pendleton updated community members of the Clerk of the Council Interviews and congratulated the Robotics Team for their second place win, and the Little League for winning the Northeast Region Championship, which will be further recognized at next month's Council meeting.

Mayor Pendleton read a letter from South Windsor's Operation Graduation, thanking the Council for the donation.

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In an effort to bring awareness to the health or social issues recognized during the month of September, each Council Member reported on a topic and showed their support by dressing in the color representing the particular issue.

In recognition of National Senior Center Month, Andrea Cofrancesco, Director of Human Services discussed the various services provided by the Senior Center such as fitness programs, Meals on Wheels, wellness services, and the Theater Program which are all available to residents ages 55 and up.

5. Adoption of Agenda

Councilor Cesar Lopez made a motion to adopt the September 6, 2022 agenda. Deputy Mayor Steven King made a motion to move agenda item #17 (Executive Session) to after item #7 (Public Input), additionally to move items #13J (Resolution Accepting the Resignation of Kathryn Hale from the Mass Transit and Highway Advisory Commission) and #13K (Resolution Accepting the Resignation of David Basile as an Alternate for the Zoning Board of Appeals) to after item #7 (Public Input). Councilor Andrew Paterna seconded the motion which passed by unanimous voice vote. **MOTION CARRIES.**

6. Communications and Reports from the Town Manager

Mr. Maniscalco reported on the completion of the Main Street Bridge which was jointly funded by the Town and the State of Connecticut. The Town held a ribbon cutting ceremony in August to celebrate the opening of the bridge. Mr. Maniscalco discussed the progress of the Buckland Road Project which was funded through referendum bond funds. The milling and paving portion of the project has just been completed, and it is expected that the finishing work will be done in the following weeks.

Mr. Maniscalco spoke about his opportunity to conduct department tours throughout the month of August and shared how he was able to spend the day working alongside employees in Street Services, the Town Garage, Water Pollution Control, and Parks and Recreation.

Mr. Maniscalco provided an update on the Parks and Rec Facilities Committee and how it has been continuing to work through the reports from Colliers in an effort to narrow down the best location for the Parks and Rec Department. Mr. Maniscalco reported that the Strategic Planning Committee has had a presentation from Dr. Alkadry from UConn, whom is putting together a proposal for surveying the community and providing administrative support.

Mr. Maniscalco discussed how Ford has canceled all the Town's orders for Police Cruisers, so the Police Department has found a solution by purchasing similarly priced Chevy Tahoes.

Lastly, Mr. Maniscalco invited Council Members to the Town's Employee Picnic on Thursday, September 8th to recognize employees for their hard work.

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7. Public Input for Items on the Agenda
None

17. Executive Session

Deputy Mayor Steven King made a motion to go into executive session at 7:33 p.m. to discuss items #17A (Personnel Issue (Agreement between the Town of South Windsor and UPSEU Local 424, Unit #65 Municipal Employees through June 30, 2025)) and item #17B (Possible Sale of Property owned by the Town of South Windsor at 785 Sullivan Avenue) and invited the Town Manager, Michael Maniscalco, Assistant Town Manager, Vanessa Perry, and Assistant Town Manager, Scott Roberts into executive session. Councilor Andrew Paterna seconded the motion which passed by unanimous voice vote. **MOTION CARRIES.** The Council returned from Executive Session at 8:16 p.m.

13. New Business

J. Resolution Accepting the Resignation of Kathryn Hale (D) from the Mass Transit and Highway Advisory Commission

Councilor Erica Evans made a motion for the adoption of the following resolution:

BE IT RESOLVED that the South Windsor Town Council hereby accepts, with regret, the resignation of Kathryn Hale (D) from the Mass Transit and Highway Advisory Commission effective July 21, 2022; and

BE IT FURTHER RESOLVED that the South Windsor Town Council extends its thanks to Kathryn Hale for the time she has dedicated to serving her community by her membership on the Mass Transit and Highway Advisory Commission.

Councilor Andrew Paterna seconded the motion which passed by unanimous voice vote. **MOTION CARRIES.**

K. Resolution Accepting the Resignation of David Basile (D) as an Alternate for the Zoning Board of Appeals

Councilor Marek Kozikowski made a motion for the adoption of the following resolution:

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BE IT RESOLVED that the South Windsor Town Council hereby accepts with regret the resignation of David Basile (D) from the Zoning Board of Appeals effective August 23, 2022; and

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

Deputy Mayor Steven King seconded the motion which passed by unanimous voice vote. **MOTION CARRIES.**

8. Adoption of Minutes of Previous Meetings

Councilor Cesar Lopez made a motion for the adoption of the following resolution:

BE IT RESOLVED, that the South Windsor Town Council hereby approves the Minutes of the Regular Town Council Meeting of July 18, 2022.

The motion was seconded by Deputy Mayor King which was passed by a roll call vote of 7 ayes (Mayor Pendleton, Deputy Mayor King, Councilors Evans, Koboski, Lopez, Paterna and Gamble), 0 nays, and 1 abstention (Councilor Kozikowski). **MOTION CARRIES.**

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

Councilor Marek Kozikowski reported on the zoning text amendments and site plans approved by the Planning and Zoning Commission during their last two meetings.

Councilor Erica Evans reported on the Social Justice and Racial Equity Commission, which is looking for additional members, specifically two individuals associated with the Republican Party as well as one unaffiliated individual.

Mayor Pendleton announced that the Personnel Committee held interviews for the Clerk of the Council position and selected a candidate. The position was verbally accepted and an announcement will be made at the next Town Council Meeting.

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10. Reports from Committees

Councilor Erica Evans discussed how the Mobile Filming Solutions Subcommittee will be meeting this month to discuss the mobile filming options for boards and commissions.

11. Consent Agenda

A. First Reading

Councilor Erica Evans made a motion to approve item 11.A.1 through 11.A.2 as a First Reading on the Consent Agenda.

- 1. Resolution Appointing David Basile (D) as a member of the Mass Transit and Highway Advisory 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 David Basile (D) as a member of the Mass Transit and Highway Advisory Commission for a term ending November 30, 2025, and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

- 2. Resolution Appointing Elizabeth McGuire (D) as an Alternate member of the Zoning Board of Appeals 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 Elizabeth McGuire (D) as an Alternate member of the Zoning Board of Appeals for a term ending November 30, 2025, and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

Councilor Philip Koboski seconded the motion which passed by unanimous voice vote. **MOTION CARRIES.**

B. Second Reading

Deputy Mayor Steven King Jr. made a motion to approve item 11.B.1 as a Second Reading on the Consent Agenda.

- 1. Resolution Appointing Srinivasa Chalikonda (D) as a member of the Park and Recreation Commission for a term ending December 31, 2023.**

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BE IT RESOLVED, that the South Windsor Town Council hereby appoints Srinivasa Chalikonda (D) as a member of the Park and Recreation Commission for a term ending December 31, 2023

Councilor Andrew Paterna seconded the motion which passed by unanimous voice vote. **MOTION CARRIES.**

C. Miscellaneous
None

12. Unfinished Business
None

13. New Business [SK1][SK2][SK3]

A. Discussion Item: Health Department Ordinance Update

Heather Oatis, Director of Health reviewed Health Department regulations and answered Council member's questions regarding the regulations and current operating procedures.

B. Discussion Item: Acceptance of Deeds for Streets in the following Subdivisions: Estates at South Windsor, Farm Hill Road and Longmeadow Drive; Vintage Hills I, Vintage Lane (partial); Vintage Hills II, Release of property from temporary cul de sac

Michele Lipe, Director of Planning presented and answered Council member's questions regarding the two subdivisions that are complete and ready to have their roads accepted by the Town.

C. Resolution Accepting Deeds for Streets in the following Subdivisions: Estates at South Windsor, Farm Hill Road and Longmeadow Drive; Vintage Hills I, Vintage Lane (partial); Vintage Hills II, Release of property from temporary cul de sac

Councilor Marek Kozikowski made a motion for the adoption of the following resolution:

BE IT RESOLVED that the South Windsor Town Council hereby accepts the deed for streets within the following Subdivisions:

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South Windsor Estates

Farm Hill Road	653 L.F.
Longmeadow Drive	2,571 L.F.

Vintage Hills II

Vintage Lane (partial)	235 LF.
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BE IT FURTHER RESOLVED that the South Windsor Town Council hereby deeds the area of the cul de sac wings back to abutter within the following Subdivisions:

Vintage Hills II

Lot #11	.05 Ac.
Lot #10	.045 Ac.
Lot #9	.005 Ac.

Councilor Jamie Gamble seconded the motion which passed by unanimous voice vote. **MOTION CARRIES.**

D. Resolution Authorizing Town Manager, Michael Maniscalco to sell, donate or otherwise dispose of four (4) Surplus Vehicles as described on the attached Exhibit A

Councilor Jamie Gamble made a motion for the adoption of the following resolution:

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

Deputy Mayor Steven King seconded the motion which passed by unanimous voice vote. **MOTION CARRIES.**

E. Discussion Item: Waiver for Competitive Bidding for the purchase of Body Armor for the South Windsor Police Department

Chief of Police, Kristian Lindstrom reviewed the Police Department’s plan to purchase three sets of heavy level body armor with grant monies to replace those that are set to expire.

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F. Resolution Waiving the Competitive Bidding for the purchase of Body Armor for the South Windsor Police Department

Councilor Philip Koboski made a motion for the adoption of the following resolution:

WHEREAS, the Town of South Windsor Police Department is an active partner agency within the Capitol Region Emergency Services Team (CREST). South Windsor's personnel currently assigned to CREST are currently in the process of replacing their body armor that is due to expire. This armor is essential in their ability to safeguard our community and other CREST member communities, and

WHEREAS, in order for this initiative to be effective, it is imperative that new armor is compatible with existing accessories and armor worn by other teammates. CREST command staff have identified TYR Tactical as their vendor for the purchase of tactical body armor. The aggregate cost of these pieces of protective equipment will exceed the limit set forth locally that requires a competitive bidding process. In addition, Chief Lindstrom recently applied for, and received, a grant that would allow for the purchase of this armor without spending the money from within the general operating budget; and

WHEREAS, it is believed that it would be in the Town's best interest to waive competitive bidding for the purchase and acquisition costs of the aforementioned specialized gear.

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby waives the competitive bidding process for this project.

Councilor Andrew Paterna seconded the motion which passed by unanimous voice vote. **MOTION CARRIES.**

G. Discussion Item: Approving an offer of Tax Assessment Agreement with 150 Sullivan Ave, LLC^[SK4].

Mr. Maniscalco reviewed and answered questions pertaining to the draft resolution approving a tax abatement for 150 Sullivan Ave, LLC.

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H. Resolution Approving an Agreement between the Town of South Windsor and UPSEU Local 424, Unit 65 Municipal Employees through June 30, 2025

Councilor Andrew Paterna made a motion for the adoption of the following resolution:

BE IT RESOLVED that the Town of South Windsor hereby approves the proposed “Agreement between the Town of South Windsor and UPSEU Local 424, Unit 65 – Municipal Employees for the period of July 1, 2022, through June 30, 2025.

Councilor Erica Evans seconded the motion which passed by unanimous voice vote.
MOTION CARRIES.

I. Resolution Approving a Refund of Taxes to sixty-two South Windsor Taxpayers, the total of said refunds being \$27,912.81

Councilor Erica Evans made a motion for the adoption of the following resolution:

BE IT RESOLVED that the South Windsor Town Council hereby approves a refund of property taxes to sixty-two (62) South Windsor Taxpayers, the total of said refunds being \$27,912.81 and as more fully described on attached **Exhibit B**.

Councilor Philip Koboski seconded the motion which passed by unanimous voice vote. **MOTION CARRIES.**

14. Passage of Ordinance

None

15. Public Input for Any Matter

None

16. Communications from the Council

None

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18. Adjournment

At 9:07 p.m., Deputy Mayor King made a motion to adjourn the Regular Meeting. Councilor Marek Kozikowski seconded the motion, and it was approved unanimously.

Respectfully submitted,

Lisa Giroux
Assessment Clerk