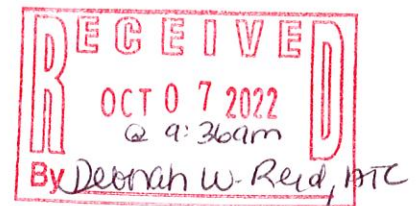


**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**



Minutes

**Monday, October 3, 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 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

On September 27th, retired Town Clerk Lori Trahan passed. At this time, the Council would like to observe a moment of silence in honor of her memory.

Mayor Pendleton handed out citations to the Eastern Region Little League Champions; next to the Mayor stood State Representative Tom Delnicki and Senator Anwar.

Players:

Dominic Caputa
Jesse DellaFera
Lyle Dresser
Weston Durbois
Corbyn Falco
Caysen Lewie
Jayden Matos
Adrian Morales
Grady Moynihan
Zachary Powers

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Wes Prather
Elliot Wenzel
Jacob Zande

Coaches:

Joe Caputa
Matthew Durbois
Seth Falco
Steve Lewie

Mayor Pendleton took time to highlight some of the important topics of awareness for the month of October including; Breast Cancer Awareness Month, Autism Awareness Month, National Bullying Prevention Month, Domestic Violence Awareness Month and Fire Prevention Month. Mayor Pendleton then went on to thank the South Windsor Fire Department for all of their efforts in the community, for helping to bring awareness and offering safety tips. Madam Mayor opened the floor to the rest of the Council Members, no one had any commentary to add. They moved on to observe a moment of silence for retired Town Clerk Lori Trahan, who had passed away on September 27, 2022.

5. Adoption of Agenda

Councilor Koboski made a motion to adopt this agenda, motion was second by Councilor Gamble. **Motion Carries**

6. Communications and Reports from the Town Manager

Town Manager Michael Maniscalco attended the online ICMA conference and worked on credentials that consisted of 40 hours of classes and has been approved for credentials for the upcoming year. The list of classes that Mr. Maniscalco took are available in the written report. Work for repaving Town Hall parking lot has begun, replacing the catch basins and sidewalk work. Paving should start sometime the first week of October. The public should be aware of changing parking patterns and locations. Work on the COVID-19 Memorial has started at the Major Michael Donnelly Preserve. Home Depot donated a majority of the supplies, time and effort that went into the completion of the memorial.

The Strategic Planning Committee has voted to retain the services of UConn to help with the strategic plan. They will be conducting a survey of plans for residents holding focus groups and will submit a final report by July. In the very early stages of this project, more updates to come.

In the agenda packet, there is a listing of all the RFP's as well as the bid waivers that the Council has approved, as requested during the last meeting for the last 12 months.

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Councilor Gamble followed up with a question about the waiver of competitive bidding did not have any cost associated, awarded bid numbers are available upon request. Councilor Gamble noted the Council is not waiving just to expedite the process, they are doing it for safety reasons. He then went on to ask about creating an ordinance or resolution to change the \$5,000 limit. His opinion is that, that is a low budget in terms of public safety spending.

Mr. Maniscalco did ask the Town Attorney, just waiting for a response.

Councilor Koboski went on ask about the list of classes Mr. Maniscalco took, specifically pertaining to Priority Based Budgeting. Mr. Maniscalco summed up the class was an overview of a scientific study that was done about priority-based budgeting and the impacts it can have on municipalities. There is no impact on the amount of money that can be saved on departments for essential services. However, there seemed to be a negative impact where it pertained to non-essential services such as human services, library services.

Councilor Paterna congratulated Mr. Maniscalco on his credentials. He went on to thank Home Depot and recognized Councilor Evans for contributions.

The pickleball courts are set too open sometime soon, though no specific date.

Councilor Evans gave her take on the COVID-19 memorial and also thanked Home Depot for their contributions. She went to visit the memorial herself and was pleased with the work that was done. Asked about an opening ceremony for the memorial.

Mayor Pendleton highlighted the importance of preparing for severe weather and natural disasters and referenced ready.gov

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, and 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

(Councilor Evans)

BE IT RESOLVED that the South Windsor Town Council hereby approves the Minutes of the Town Council Meeting September 19, 2022

Motion was made by Councilor Evans, motion was second by Councilor Paterna. **Motion Carries**

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

Councilor Kozikowski reported that the Planning and Zoning Commission had a meeting on Tuesday, September 27, 2022 in which there were a few public hearings. This public hearing approved a special exception for Revolutions Bowling for a new multipurpose athletic field. Three sub committees were developed to oversee subdivision regulations, multi-family regulations, and warehouse distribution regulations. Sub committees have been meeting through the summer and do have updates upon request.

Councilor Paterna stated that the energy committee has been discussing the addition of electric vehicle chargers being placed in various locations around town. Looking at private companies that will come in and work with the state to put some EV chargers.

Councilor Evans said that the Art Commission and Social Justice Racial Equity Commission have been unable to meet. The Social Justice Commission is working hard to find a date to meet, three of the five seats on the commission still need to be filled. Some interested in joining, no commitment at this time.

10. Reports from Committees

Mayor recognizes Matt Montana from the Park and Recs Facilities Committee.

Matt (acting Chairman for Parks and Recs) and the committee have been meeting since March. A review of the program needs and assessing existing buildings for temporary need and touring new sites for a potential new permanent facility. Orchard Hill is being used temporarily, with plans to relocate permanently. Colliers International, helped investigate 3 properties for a new facility and quoted \$60-\$80 million. The committee decided that in the best interest of the town it would be wise to gather a survey from the public. The committee looked into purchasing the old L. A. Fitness building. The commission has discussed the idea of using old Orchard Hill Elementary School in conjunction with the old L. A. Fitness building. Neither location would be able to support all the new program needs. A preliminary report suggests that some funds would have to be used to update the facilities. Mr. Montana asked the council to review purchasing option for the old L. A. Fitness building as well as temporarily relocating the Parks and Recs to old Orchard Hill.

Councilor Gamble asks how much funding would be needed to consider purchasing the old gym facility. Matt estimates between \$15,000 - \$20,000.

Councilor Paterna verified that the town will be acquiring Old Orchard Hill.

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Councilor Koboski thanks Mr. Montana for his time and efforts. He then goes on to state that he is in favor of both buildings being used. In the event of a power outage due to natural disasters or storms having both facilities available for use is wise.

Mr. Maniscalco guesses that the continued use of Colliers will be an estimated \$10,000 for them to assess old L. A. Fitness building. At this time, he does not recommend that the town take any more money out of the budget. Due to inflation and the winter season approaching it is not wise to invest more money into the viability study.

Councilor Gamble confirms that a study should be conducted, just not at this time.

Councilor Paterna reminds the council that during the purchase of the Rockville Bank building, there was a push back from residents about tax rolls.

Mayor Pendleton would like a survey to be done in order to determine what the tax payers would like to see in the new Parks and Recs facility.

11. Consent Agenda

A. First Reading

None

B. Second Reading

None

C. Miscellaneous:

None

12. Unfinished Business:

None

13. New Business:

A Resolution: opt out of Public Act 21-29 relating to requirements for allowance of accessory apartments in single family zones
(Marek Kozikowski)

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WHEREAS, the State of Connecticut recently adopted Public Act 21-29 which modified Section 8-2 of the General Statutes to establish specific provisions regarding zoning regulations for accessory apartments; and

WHEREAS, the adapted law does not allow the town to create standards any greater than those set forth in a single-family residence as it relates to the bulk zoning requirements including setbacks, landscaping and does not permit required ownership; and

WHEREAS, unless a municipality affirmatively votes to opt out there from, local zoning regulations would be required to adhere to the PA 21-29 provisions regarding accessory apartments; and

WHEREAS, no municipality may opt out of the accessory apartment provisions of section 8-2 of the CT General Statutes, as amended by PA 21-29, on or after January 1, 2023; and

WHEREAS, the Planning and Zoning Commission of a municipality, by a two-thirds vote, may initiate the process by which such municipality opts out of the PA 21-29 provisions regarding accessory apartments; and

WHEREAS, the Planning and Zoning Commission desires to retain local zoning control over the regulation of accessory apartments by opting out of the provisions of PA 21-29 regarding accessory apartments; and

WHEREAS, in an effort to meet the spirit of the law Planning and Zoning Commission recently adopted new Accessory Apartment zoning regulations to allow accessory apartments through issuance of a zoning permit, simplifying the process to create an accessory unit

WHEREAS, the Planning and Zoning Commission held a public hearing 4/26/22 and 7/12/22 and voted unanimously to opt out of the accessory apartment provisions of Section 8-2, as amended by the applicable provisions of PA 21-29

WHEREAS, the Town of South Windsor Council hereby recognizes the recent regulation changes made by the PZC that make creating an accessory apartment easier by reducing application costs and creating greater flexibility in future uses of existing apartments created; and

NOW, THEREFORE, BE IT RESOLVED that the Town Council opts out of the accessory apartment provisions of Section 8-2, of the CT general Statutes, as amended by the applicable provisions of PA 21-29

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

Councilor Evans asks for clarification on the opt out. Is it only a result of what the state is moving forward, the town has already had this in place.

Mr. Maniscalco does confirm that Planning and Zoning already has regulations in place. PAZ has the ability to modify their regulations as they see fit.

At 8:02 Mayor Pendleton stops the meeting to begin the public hearing.

Public Hearing

Citizen input on the Health Department Ordinance Chapter 50 Article 5-10
(Amanda Poma)

Notice is hereby given that the South Windsor Town Council has set **Monday, October 3, 2022 at 8:00 p.m.**, in the Council Chambers of the South Windsor Town Hall, 1540 Sullivan Avenue, South Windsor, Connecticut, as the time and place for a Public Hearing to receive citizen input on the proposed updates to Article V, Article VIII, Article IX and Article X of the Health Department Ordinance, a copy of which is on file in the Office of the Town Clerk

Mayor opens the floor to the public, no one came forward. Public hearing is closed at 8:05pm.

Going back to 13. New Business: A. Resolution: opt out of Public Act 21-29 relating to requirements for allowance of accessory apartments in single family zones

A. Councilor Paterna asks for clarification. The changes are, there are no short-term rentals, it must be owner occupied, increase the space you can have in the apartment, the process to get the permits has been stream lined. They are easier to acquire, standard permit, whereas the current process requires a public hearing from PAZC. The application cost has been decreased because there is no longer a need for a public hearing, therefore no public hearing fee.

Councilor Kozikowski is asked, if there are towns that do not have any regulations for accessory apartments, to which he answers yes there are some towns that do not have this available.

The new zoning regulations allow for the accessory apartment to be in a detached building from the primary house.

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Councilor Gamble made a motion for the resolution, Councilor Koboski seconded the motion which passed by unanimous voice vote. **MOTION CARRIES.**

B. Resolution Approving the Sale of Surplus Monopole Tower Parts
(Councilor Gamble)

WHEREAS, the Town of South Windsor completed the purchase of a 115-foot monopole tower from Valmont Industries for the Veterans Memorial Park Project and;

WHEREAS, the Town vendor Eastern Communications has completed the construction of said tower; and

WHEREAS, Valmont industries has shipped three extra mount kits for the tower and, that were not billed or paid for by the Town; and

WHEREAS, Valmont Industries has informed the Town that Valmont Industries does not want the parts returned and has authorized the Town to disposed of the three extra mount kits as the Town sees fit; and

THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby authorizes Town Manager Michael Maniscalco to sell the extra mount kits from Valmont Industries and any monies received be deposited into Emergency Communications Upgrade Capital Account.

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

Scott Roberts approaches the podium to answer some questions for the Council. There are a couple vendors that complete communication projects throughout the state, 2 of whom are interested in purchasing these extra parts. Councilor Gamble verifies the use of the towers. Their main use is in cases of emergencies for residents to use.

Mr. Maniscalco says that there will be left over space available for leasing purposes for private cell phone companies to hang equipment off of the tower, that will then benefit the members of the community.

C. Resolution Approving a Refund of Taxes to thirty-nine (39) South Windsor Taxpayers, the total of said refunds being \$10,059.93
(Councilor Paterna)

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BE IT RESOLVED that the South Windsor Town Council hereby approves a refund of property taxes to thirty-nine (39) South Windsor Taxpayers, the total of said refunds being \$10,059.903 and as more fully describes on attachment exhibit A

A motion was made by Councilor Paterna and seconded by Councilor Koboski.
Motion carries.

D. Resolution Setting Time and Place for a Public Hearing to receive citizen input on the transfer of \$749,556 from the non-recurring Capital Account to fund two portables at Philip R. Smith Elementary School.

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

BE IT RESOLVED that the Town of South Windsor hereby sets October 17, 2022 at 8:00 pm in the Council Chambers of the South Windsor Town hall, 1540 Sullivan Avenue, South Windsor Connecticut, as the time and place for a Public hearing to receive citizen input on the transfer of \$749,556 from the Non-recurring capital Account to fund the addition of two portables at Philip R. Smith Elementary School.

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

Scott Roberts approaches the podium. If a project in Capital closes with a balance left over, financial accounting with the finance department requests that it be transferred to Capital Non-Reoccurring Fund, if a project on the capital projects wants to go forward they can make a request for those funds. Which is then followed by a public hearing, if it passes with a resolution made by the council, finance will then transfer the money from that Non-Reoccurring account to the new capital project account.

For clarification purposes Councilor Gamble asks if there was a discussion item regarding this in the last meeting.

Mayor Pendleton explains that since this is a request for capital accounts, that the Board of Education went to the Capital meeting with this request.

Mr. Maniscalco goes on to note that the Council will still have to pass a resolution to approve and move forward, to be done during the resolution or at a later time.

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

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E. Resolution amending a previously approved resolution from the September 19, 2022 Town Council Meeting Resolution Appointing Amanda Poma as Clerk of the Council

Deputy Mayor King made a motion for the adoption of the following resolution:

WHEREAS, that the South Windsor Town Council previously adopted a resolution appointing Amanda Poma as Clerk of the Council on September 19, 2022, which stated an incorrect term end date; and

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby appoints Amanda Poma as Clerk of the Council for a term ending November 13, 2023 to fill the unexpired term of Scott Nolan.

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

Mayor Pendleton brings Amanda to the podium to exchange a few words.

F. Resolution accepting the resignation of Carol Fletterick (D) from the Water Pollution Control Authority effect 9-13-22

BE IT RESOLVED, that the South Windsor Town Council hereby accepts, with regret the resignation of Carol Fletterick (D) from the Water Pollution Control Authority effective 9-13-22; and

BE IT FURTHER RESOLVED that the South Windsor Town Council extends its thanks to Carol Fletterick for the time she has dedicated to serving her community by her membership on the Water Pollution Control Authority.

Motion was made by Councilor Evans and seconded by Councilor Paterna

Councilor Paterna extends his gratitude to Carol Fletterick for her many years of service.

14. Passage of Ordinance

None

15. Public Input for any Matter

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Mr. Joseph Kennedy 81 Allison Drive, he thanks the councilors, commissioners, and board members for their dedication during the pandemic. He pushes the older members of the community to get their booster shots. On behalf of the Agricultural Commission, they are looking to change the meeting format. The South Windsor Farmers Market will host its last event of the season on October 8, 2022.

16. Communications from the Council

On Thursday October 6, 2022 Friends of Wood Memorial Library & Museum is celebrating 50 years of service. The South Windsor Historical Society is celebrating their 75th anniversary.

17. Executive Session

None

18. Adjournment

At 8:32 Deputy Mayor King made a motion to adjourn the Regular Meeting. Councilor Koboski seconded the motion, and was approved unanimously.

Respectfully submitted,



Amanda Poma
Clerk of the Council

