



## Town Council

### Town of South Windsor

#### Minutes

Monday, November 21, 2022  
7:00 pm

#### 1. Call Meeting to Order

The Town Council Regular Meeting was called to order at 7:00pm.

#### 2. Pledge of Allegiance

#### 3. Roll Call

Members present

Councilor Evans  
Councilor Koboski  
Councilor Lopez  
Councilor Paterna  
Mayor Pendleton  
Deputy Mayor King  
Councilor Kozikowski  
Councilor Lydecker

Others present:

Michael Maniscalco, Town Manager  
Scott Roberts, Assistant Town Manager/ CIO/ Emergency Mgmt.  
Vanessa Perry, Assistant Town Manager/ HR Director

#### 4. Mayor's Remarks

Mayor Pendleton begins her remarks. Good evening, South Windsor, I would like to take this opportunity to mention a few things before I begin.

My Comments tonight come with 2 warnings, now that's a scary thought right, the Mayor is giving us warnings before she speaks. Trust me, there's no reason to be nervous, it won't be that bad. Are you ready?

Warning #1 - In all the years I have been on the Town Council I don't ever recall a Mayor taking the time to say or do what I'm about to say or do...some could say, it could be considered a little unconventional. But that's O.K. Because unconventional is a good thing sometimes in certain circumstances.

Okay, now for the second warning, brace yourselves...

Warning #2 - I know I'm known for having shorter meetings than we had with past councils, which by the way, is greatly appreciated by many. We are still able to accomplish the task at hand and get the job done...This council is amazing! Unfortunately, tonight, I may not live up to the shorter meeting expectations and I ask that you please indulge me a moment of your time and bear with me because this meeting may run a little longer than usual due to everything I have to say, and I truly hope you won't be disappointed.

So, with that said, I would like to begin...

Since it is the season of thanksgiving and giving, words of gratitude and appreciation are very appropriate and go a long way. A simple THANK YOU or I APPRICIATE YOU could positively affect someone's

life and brighten their day, and the best part is, saying these simple words don't cost you anything and can be said all year round not just now.

This council and myself as your Mayor have been in position for 1 year, so in celebration of our 1-year anniversary, I would like to take this opportunity to relay my heartfelt words of gratitude and appreciation to so many people that provide services to our residents and businesses in our community on a daily basis.

I would like to reflect upon the past year and the accomplishments we have achieved together as a council, working with town staff or collaborating with the Board of Education. I would also like to point out the various highlights of each of our departments, a year in review if you will.

I would like to begin by calling up the Vice - Chair of the Board of Education Jessica Waterhouse.

Thank-you Jessica for being here in place of the Chair of the Board of Education Craig Zimmerman.

Jessica, all too often, the Board of Education only interacts with the Town Council when its concerning money. Well tonight you're here for a special reason and it has nothing to do with money. this is a free gift if you will...

I would like to thank you and all the elected officials on the Board of Education for their dedication to South Windsor's children by volunteering and giving of their time, energy and effort. Thank you to the Board of Education staff, from the custodians to the superintendent and everyone in between who faithfully and dutifully show up to their jobs and positivity affect our children's lives. Most importantly, thank you for working collaboratively with the town council and town staff to achieve and meet the new school's needs. Please take my words of gratitude back to the staff and pass it along to everyone involved in our school system. Keep up the great job of educating our children!

Now, I would like to address our town staff and their departments. I feel it's very important to acknowledge and praise the employees of our municipality for the many hours, ideas, and hard work they put in for betterment of our whole community. I have a listing in front of me with some of the highlights each department accomplished over the past year or any major project or projects that were completed.

Since Mr. Maniscalco is the Town Manager and CEO of our town, I am going to ask him to read this listing that was provided by his staff pointing out various highlights or accomplishments for each department.



## **2022 Department Accomplishments**

Mr. Maniscalco begins detailing the accomplishments of each department.

### **BUILDING DEPARTMENT**

Opening of Costco on a very fast track schedule. The department also had personnel changes and was able to keep up with permits and inspections.

### **ENGINEERING**

Main Street Bridge was a huge challenge but once the permits and approvals were realized, the project was completed in nearly 6 months, that's 2 months earlier than scheduled and the project was also completed \$70,000 under budget.

Buckland Road was milled and paved in less than a month limiting impacts to surrounding businesses. This project was also completed ahead of schedule and within budget.

### **FINANCE DEPARTMENT**

During the 21/22 Fiscal Year, the Finance Department accomplished:

- The Assessor's office compiled and submitted the 10/1/21 Grand List on time to OPM, recording a growth of 2.91% or \$3.2m estimated additional revenue.
- The Collector of Revenue attained a collection rate of 99.50% and held a tax-sale, which exceeded prior-year and interest budgeted revenues by \$2.6m.
- The Finance office completed the Town's June 30, 2021, delivered the Audit on time to OPM and received the Annual Comprehensive Financial Report (ACFR) award designation from the GFOA for the fourth time.

Each of these above factors contributed favorable to the upgrade of our bond rating to a AAA rating by Standard and Poor. Something we were working on for many years and finally achieved...

### **FIRE MARSHALLS OFFICE**

Performed a successful town wide disaster tabletop exercise conducted by Texas A&M Engineering Extension Services. All town departments participated creating a great team building event with after action items to work on.

Construction of VMP communication tower and communication infrastructure upgrades. All preliminary work, planning, and ordering for communication infrastructure updates on the Sand Hill tower were completed.

### **FIRE DEPARTMENT**

- Placing the new Support Vehicle (FP9) in service as well as increasing our Support Company (Company 6) membership.
- Placing the New Heavy Duty Rescue Truck in service
- Board of Fire Commissioners - Re-Appointment of Chief Cooney for another five (5) year term
- Completed phase three (3) of Door FOB and Exterior Camera Project
- Replaced hazardous apparatus floor at Station 3
- Successful Annual (2nd) RESCUE WEEKEND - Bringing over 100 Firefighters from over 45 different FD's to South Windsor
- Installed new electronic sign at Fire HQ

## **FLEET SERVICES**

Implemented a new hook lift approach to the overall fleet resulting in the creation multi-use trucks. The trucks can be a flatbed truck, a dump truck, a salt sander, a leaf box, or a water trucks, creating flexibility, efficiencies and improving safety for our staff.

Fleet services also enhanced their vehicle preservation program. Undercoating several trucks to prevent the spread of corrosion and in turn will also make the mechanics job easier because they won't struggling be with rusty stuck bolts or premature wear of parts.

## **HEALTH DEPARTMENT**

Applied for and received a second Enhanced Laboratory Capacity grant from the Department of Public Health to support additional staff. This additional staff completed a comprehensive Community Health Needs Assessment of our town which resulted in settingv the health education priorities and guides future health department programming for this department and South Windsor. This report details many aspects of health in South Windsor that are otherwise not captured, and the report is available to view on our Towns website.

## **HUMAN RESOURCES**

Performed many interviews throughout the year due to personnel changes in various departments making sure our departments are fully staffed.

Vanessa was also instrumental in Union Contract Negotiations with multiple collective bargaining units resulting in positive outcomes for all.

## **HUMAN SERVICES DEPARTMENT**

Is using ARPA funds to provide behavioral health services for youth and adults including one on one therapy, groups and a bereavement group. South Windsor was the first town in the area to provide this, starting in October 2021, by increasing current part time youth counselors, hiring additional staff as well as contracting with Intercommunity Health Care to provide services. This is a direct response of seeing the increased need because of Covid-19 and the state of the world.



Human Services has also been able to respond to the financial needs of residents effected by the Covid-19 pandemic by using ARPA funds to assist residents with their bills while they struggle to make ends meet. These funds are in addition to the Fuel Bank, Food Bank, and Special Needs Fund, which are all private donations from the community.

## **IT DEPARTMENT**

The largest project that the Information Technology Department completed during Fiscal Year 2021-2022 was migrating our on-premises email system to cloud-based O365. This involved closely coordinating with outside technical resources. We completed this project in a timely fashion. As a result, our email is now accessible from anywhere there is reliable internet connectivity, enabling us to remain in touch anywhere in the world.

Another major accomplishment was the migration of all users to a new multifactor authentication (MFA) application. The new application is easier to manage, and we greatly improved network security.

## **PARKS AND RECREATION**

After a year of planning, challenges and thinking out the box, the Park and Recreation completed the much-anticipated Pickleball courts at Rye Street Park. The outdoor facility opened for our community on October 24! The department is very excited to offer this recreation space to continue the growth of the sport.

The Parks and Recreation also had a very successful second season with the Farmers Market! The market ran from May through October and had an average of 1,300 community members attend each Saturday. The department implemented improvements to the market resulting in nearly doubling our local vendors and provided healthier food options and local business shopping opportunities to our community.

## **PLANNING DEPARTMENT**

In responses to changes in legislation, the Planning Department worked with the Planning and Zoning Commission to create new regulations to streamline the creation of accessory apartments in town. With the change to our Zoning Regulations, it is now easier for residents to create accessory apartments, while still allowing the Planning and Zoning Commission requirements on size and ownership of these apartments. This accomplishment aligns with Town's newly adopted Affordable Housing Plan.

Also, the planning staff have engaged the community on invasive species and managements through in person workshops and displays at Wood Memorial Library and through the ongoing development of the educational trail behind Town Hall. By providing educational opportunities to people of all ages but especially young children, we hope this encourages more people to get outdoors and to further learn about invasive species while raising awareness on how to manage these species in their own backyards.

## **POLICE DEPARTMENT**

"The dominant theme at the Police Department over the last year has been that of change. We have seen changes to our facility, our practices, and our personnel. The process of encountering and embracing

these changes without interrupting our service to the Community translates directly to, and defines, our accomplishments.

As we continue to navigate the waters of change, we often rely on our longstanding Mission Statement to steer and guide us. This past year, two tenets of our Mission Statement under which significant accomplishments were made are “Keeping the Department Modern” and “Responsive to the Public’s Needs.”

The biggest accomplishment in the arena of modernity has been the upgrades made to our police facility and infrastructure. Most noticeable is the perimeter fence that was installed with automated gates and provides site security that protects critical town infrastructure such as vehicles, radio towers, communication equipment sheds, and fuel storage tanks. Less noticeable but no less important, is the renovation and expansion of the Women’s Locker Room which has created a ripple effect of renovation and repurposing of the areas adjacent to the Locker Room. This project is modernizing our facility and making it more conducive to our modern workforce.

In the area of “Responsive to the Public’s Needs”, the department continued to embrace the changes called for by this era of police reform and the Department officially applied for accreditation. This application marks a milestone in our agency’s demonstration that we are employing nationally recognized best practices with modern polices and standards. Tangential to the accreditation process are several initiatives that we started locally. For instance, an internal Fair and Unbiased Policing workgroup here at the police department was developed. The members of this group volunteered for this assignment, they met monthly to discuss, review, and address a variety of discussion points, topics, and trends. This work group has done excellent work and already brought to the surface changes in practice that can better serve South Windsor and ensure that the police department continues to provide a public safety product that is fair and professional.

Proudly, I report that neither renovation, nor reform, have disrupted our ability to answer approximately 30,000 calls for service in the last year. Police personnel have saved lives, solved crimes, assisted victims, and connected with the Community with a very high degree of success, and we will continue to do so for years to come."

### **PUBLIC BUILDINGS DIVISION**

Removed and replaced all the carpeting on the first floor of the Public Library.

Through Eversource’s Small Business Energy Advantage Program we were able to upgrade the lighting inside the library building and received a substantial incentive for the upgrades. This change resulted in the energy use for the lighting being cut in half.

### **REFUSE/RECYCLING**

Diverted over 2300 tons of material from the waste stream through the single stream, textile, electronic and scrap metal recycling programs. This saved \$190,000 in MSW tip fees.

### **STREET SERVICES**

Had a management group study the snow removal program and determined that there was value to be found by acquiring additional plow trucks allowing us to able to transition away from hired plow



contracted services. This would not only create more control of the quality of the plowing but also create an estimated financial savings between 60k to 120k depending on the amount of snowfall.

Street services has also been finding more value with their operating budget. Taking savings realized throughout the year to mill and fill known pothole problem areas in Town. This year the program milled and filled nearly 5,000 square yards of poor condition roadway at various locations in town, providing a better quality of ride for residents and saving time and money on repeatedly patching the same potholes annually.

Street services continues to collaborate with other divisions of the town with many other projects. Having the town staff perform these tasks on various projects as opposed to outsourcing, results in a financial savings that are beneficial to the town's taxpayers. Examples of the town department collaborations are, the Fire Marshalls office with installing electrical conduit for the cell phone tower, the police department install of security gates at Vibert Road, Water pollution control with plant improvements, and many, many more.

### **TOWN MANAGER**

Continued Economic Development with respect to the revitalization of the Promenade shops at Evergreen Walk 2.0

Negotiated the purchase and development of the Scantic River Property to create a Scantic River Blue Way Park for our community members.

### **WPCA**

The WPCA allocated \$2.5m in ARPA funding that would have otherwise cost rate payers an additional \$192 to fund.

UV Disinfection is under design and expected to be in construction within the next year, at a cost of \$1.2 million. This upgrade will further improve our disinfection processes, reduce our energy consumption and improve our discharge.

Phase IV Sewer Improvements was the last phase of the 2015 sanitary sewer evaluation study recommended improvements. The improvements included lining 40 pipe segments totaling 6,165 feet which cost \$1 million dollars. The cost to dig/replace piping is estimated to be \$1.7 million dollars and we also rehabbed 28 manholes in various capacities.

Mayor Pendleton goes on to say, thank you, Mr. Maniscalco, I'll take it from here.  
Hang in there, I'm almost done...

As you have heard the many highlights or accomplishments from each department, please be aware it takes quality employees to make all this happen. I would like to say thank you, to all the staff for these amazing highlights or accomplishments that were achieved this past year.

Your collaboration with each other resulted in financial savings for the town.

Your ability to think out of the box creating new ways of doing business resulting in new programs or a cost savings to the town.

Your ability to address the needs of South Windsor by creating regulations, opportunities to purchase healthy food, welcome a new sport or providing much needed mental health services to our residents.

Thank you for your forward thinking, improvements, educational opportunities and financial savvy resulting in savings for our taxpayers.

Thank you, to our first responders including our dispatchers for the continue protection and services you provide to our community.

Here in South Windsor, we are very fortunate to have creative, intelligent, exemplary employees who get the job done! We appreciate you and look forward to another great year!

I would be remiss if I didn't mention our other staff that offers so many direct services to our community members in various ways on a daily basis.

### **PUBLIC LIBRARY**

I'd like to thank the South Windsor Public Library for offering over 500 in-person programs along with a variety of programs virtually.

They also ordered over 19,000 items for South Windsor residents from other libraries across the State and Country through the Inter-library Loan systems.

Thank you, Mary, for making sure our residents can still utilize the inter-library loan system here in CT!

### **REGISTRARS OF VOTERS**

The South Windsor Registrars of Voters for handling the task of informing nearly 900 voters of the new redistricting in town and where their new voting location would be. They accomplished this by mailing letters in March, August and October out each impacted voter.

The registrars of voters conducted two major election events this year. One being the Democratic and Republican primaries that were held on August 9<sup>th</sup> and the other being the Gubernational Election that was held on Nov. 8<sup>th</sup>. All polling locations were staffed and ready for voter turnout.

Our very own Democratic Registrar Sue Larsen was awarded the Medallion Award from the National Secretaries of State for her outstanding leadership as President of the Registrar of Voters Association during the 2020 Presidential Election.

Congratulations Sue!!!

### **TOWN CLERK**

The Town Clerk's office for being the records management and information center for the Town.



The Connecticut General Statutes and Town Charter charge the staff with hundreds of functions here are only just a few:

- Record, report and maintain all land records
- Maintain birth, death and marriage records of South Windsor residents and those vital events that occur in South Windsor
- Issue certified copies of vital records
- Issue marriage licenses
- Issue dog licenses and maintain records
- Process and record all Town resident notary appointments
- Issuance and processing of Absentee Ballots
- Record and maintain election results
- Process and publish Town ordinances
- Accept lawsuits and claims for filing
- Implemented the Department of Public Health's new Electronic Death Registration System in the office

Thank you, Town Clerks office, for being the guardian of the most vital documents of our residents and community!

I would also like to recognize the 2 employees that have direct contact with the Town Council...

### **TOWN ATTORNEY**

Thank you for coming on board and dealing with our legal matters resulting in positives outcomes for the town

The legal advice offered to our council and staff and

For your availability and timely response to the town staff and town council

And the last of the staff I would like to recognize is the most important staff member this council has, and that is the...

### **CLERK OF THE COUNCIL**

Thank you for jumping in and learning as quickly as possible and dealing with the challenges and the many aspects of your position. You are an invaluable and integral part of the TEAM and I and we sincerely appreciate you!

And now last, but far from least, our Town Council Members!

I would like to point out this month we are celebrating our one-year anniversary together. A year ago, at our first meeting we changed our seating arrangement to unify our ability to work well together, it seems to have worked. I also asked all council members to remember these three components while

conducting our business meetings, self-respect, mutual respect, and decorum, this we also accomplished at every meeting and again, I thank you!

I would like to express my deepest gratitude to each and every one of you, for your time, ideas, collaboration and respect we have shared together over the past year, it certainly has made our job much easier.

Ya know, we're probably the most under-appreciated people in our community because we're the ones who set the mill rate which ends up in the math equation that generates the tax bills.

However, folks need to remember the tax bill is what helps pays for the services they receive and all those highlights and projects that were mentioned above and so much more. It also pays the staff that completed those projects, the Board of Education staff who teach our children, along with others that make South Windsor an amazing community to live in!

We make a great team and have accomplished so much over this past year while maintaining transparency, listening to each other, listening to our citizens, and listening to our town manager. I look forward to working with all you and the progress this Council will achieve over the next year. We can accomplish even more exciting things by working together with continues support of our economic development and redevelopment, infrastructure, budgets, Capital Improvements, first responders, schools, inclusivity, and a permanent home for our Parks and Recreation Department! Thank you!!!

Now I can't forget to recognize the many volunteers of our community from the Fire Department to the American Legion and the other civic groups of community, the volunteers on our Boards, Commissions, and committees who are all instrumental in making so many programs and events happen. I Thank you!

In closing I would like to say...

This is the season of giving thanks and gratitude is one of the many positive emotions one could have. It's about focusing on what's good in our lives and being thankful for the things we have and saying so. Gratitude is pausing to notice and appreciate the things that we often take for granted, like having an amazing community to live in, created by so many people...and for that, I say a very heartfelt THANK YOU to everyone who is involved in making South Windsor a great place to live, work, learn, and play!!!

## 5. Adoption of Agenda

### - **Councilor Lydecker**

-

- Motion was seconded by Deputy Mayor King. Councilor Paterna makes a motion to move item 13 A, discussion of revaluation presented by Mary Huda right after the adoption of the agenda. Councilor Evans seconded the motion to revise the agenda. Councilor Kozikowski makes a motion to adopt the revised agenda, the motion was seconded by Councilor Paterna. **MOTION PASSES.**



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

Mr. Maniscalco updates the council on some daycare legislation that the State of Connecticut recently passed. Public Act 22-81 which allows municipalities to provide assessment ferals to daycares within their communities by passing an ordinance. The abatement can be up to five years and up to 100% of the property value. The town does not have a definitive list of daycares within the community. If each daycare was eligible for an abatement that would cost the town \$204,525 a year or \$1,022,625 over the lifespan of the abatement agreement. Mr. Maniscalco says that should council members be interested, he can work with them and draft a plan accordingly.

As the holiday season approaches, Mr. Maniscalco reminds everyone that the food bank is still accepting donations. Over the coming months planning for road paving will begin. The plans will be available on the Town website.

Scott Roberts thanks Mr. Maniscalco and begins the Emergency Management Presentation given by the IT Department. This presentation highlights how to prepare for sever weather and how to pack a go bag in case of an emergency. Details, including a list of supplies to pack can be found on the South Windsor Town home page under Emergency Management.

Per Deputy Mayor King's request, Mr. Maniscalco and Mr. Roberts will look into the reverse 911 system to send an email or alert to make the public aware of updates and changes.

### **13 A Discussion of the Revaluation:**

Mary Huda approaches the podium. The 2022 personal property declarations have been filed. The majority of personal property declarations have been received. Those that have not filed or have received an extension will be penalized accordingly, based on the assets on file. If those that have not filed failed to do so by the time the grand list comes out, that will be an estimate. The penalty will then be calculated based on the estimate.

All Connecticut municipalities are required by state statute to revalue. The revalue includes all parcels within the town boundaries on a given five-year cycle. A complete revaluation of all the real-estate in town results in the uniformity of real property valuations and secures a more equitable distribution of the property tax burden. This ensures that everyone is responsible for their fair share, no more, no less. Also required by statute, is to make sure that the Town continues to receive state funding.

November 14<sup>th</sup> through the beginning week of December, the assessor's office will be holding informal hearings. The assessor's office is more than willing to work with tax payers to go over the assessment. November and December, they will be working on finalizing the personal property declarations and applying exemptions. December 5<sup>th</sup>, they will be receiving the motor vehicle records from DMV. December 20<sup>th</sup> is the target date for the adjustment letters. The Town assessor's office is looking to meet a deadline of January 26, 2023. The grand list will be signed January 31, 2023. This will give the council their starting point for their budget process. This will give a net value of the overall town properties. Ms. Huda references the assessors page on the town website to use as a tool. Overall, the town increased about 26%, that is prior to adjustments that are being looked at now.

Councilor Lydecker asks if it is possible to roll out the increase, or in other words ease the burden. Ms. Huda explains that in terms of taxes, there is no such possibility. For assessment purposes there is a municipal local option.

Councilor Evans asks if there may be some changes to numbers. Once the grand list goes out, there will be change in the overall tax value that tax payers are seeing. The mill rate is what will affect the taxes.

**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 Meetings**

**Councilor Koboski**

**Approval of November 7, 2022 Town Council Meeting Minutes**

**BE IT RESOLVED**, that the South Windsor Town Council hereby approves the Minutes of the Regular Town Council Meeting of November 7, 2022.

Motion was seconded by Councilor Lydecker the motion passes with unanimous voice vote.  
**MOTION PASSES.**

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

Councilor Lydecker reports that the Board of Education is holding a presentation about student enrollment on November 22, 2022. Councilor Lydecker encourages council members and tax payers to tune in.

Councilor Evans brings up the Social Justice Racial Equity Commission. She asks fellow council members to consider taking a look at this commission. The commission has experienced difficulties finding meeting times and dates, there are only five appointed commissioners, with four remaining seats. In order for a meeting to take place, all members must be present. When the commission was created in June of 2021, the ordinance was created in such a way to be as non-political as possible. Now, Councilor Evans asks the rest of the council if they would consider adjusting the ordinance. She notes that the Republican Town Committee has only brought forth one member. Councilor Evans invites members of the community to give feedback about the commission and share their thoughts with the council.

Councilor Kozikowski reports on behalf of the Planning and Zoning Commission. At the meeting on Tuesday, November 15, 2022 they approved two plans. One is for the expansion of a 30,000 square foot building at the scrap metal facility on Nutmeg Road North. The other, is an expansion of the solar farm on Rye Street, Sullivan Avenue.



## 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

Deputy Mayor King made a motion to approve items 11 A 1- 11 A 12 as a first reading on the consent agenda. The motion was seconded by Councilor Koboski the motion passes with unanimous voice vote. **MOTION PASSES.**

#### **1) Resolution reappointing Stephanie Dexter (R) to the Demolition Delay Committee**

**BE IT RESOLVED**, that the Town of South Windsor hereby reappoints Stephanie Dexter as a member of the Demolition Delay Committee for a term ending December 31, 2024, and postpones consideration of this motion until the Town Councils next regularly scheduled meeting.

#### **2) Resolution reappointing Tim Shepard (R) as a member of the Demolition Delay Committee**

**BE IT RESOLVED**, that the Town of South Windsor hereby reappoints Tim Shepard (R) as a member of the Demolition Delay Committee for a term ending December 31, 2024, and postpones consideration of this motion until the Town Councils next regularly scheduled meeting.

#### **3) Resolution reappointing Justin Bordua (R) as a member of the South Windsor Agricultural Commission**

**BE IT RESOLVED**, that the Town of South Windsor hereby reappoints Justin Bordua (R) as a member of the South Windsor Agricultural Commission for a term ending November 30, 2025, and postpones consideration of this motion until the Town Councils next regularly scheduled meeting.

#### **4) Resolution reappointing James Futtner (R) to the South Windsor Agricultural Commission**

**BE IT RESOLVED**, that the Town of South Windsor hereby reappoints James Futtner (R) as a member of the South Windsor Agricultural Commission for a term ending November 30, 2025, and postpones consideration of this motion until the Town Councils next regularly scheduled meeting.

**5) Resolution reappointing Frank Niederwerder (R) as a member of the South Windsor Agricultural Commission**

**BE IT RESOLVED**, that the Town of South Windsor hereby reappoints Frank Niederwerder (R) as a member of the South Windsor Agricultural Commission for a term ending November 30, 2025, and postpones consideration of this motion until the Town Councils next regularly scheduled meeting.

**6) Resolution reappointing Tim Shepard (R) as a member of the South Windsor Agricultural Commission**

**BE IT RESOLVED**, that the Town of South Windsor hereby reappoints Tim Shepard (R) as a member of the South Windsor Agricultural Commission for a term ending November 30, 2025, and postpones consideration of this motion until the Town Councils next regularly scheduled meeting.

**7) Resolution reappointing Tad Bistor (R) as a member of the Historic District Commission**

**BE IT RESOLVED**, that the Town of South Windsor hereby reappoints Tad Bistor (R) as a member of the Historic District for a term ending November 30, 2027, and postpones consideration of this motion until the Town Councils next regularly scheduled meeting.

**8) Resolution reappointing Carolyn Carey (R) as a member of the Human Relations Commission**

**BE IT RESOLVED**, that the Town of South Windsor hereby reappoints Carolyn Carey (R) as a member of the Human Relations Commission for a term ending November 30, 2025, and postpones consideration of this motion until the Town Councils next regularly scheduled meeting.

**9) Resolution reappointing Arthur Sladyk (R) as a member of the Patriotic Commission**

**BE IT RESOLVED**, that the Town of South Windsor hereby reappoints Arthur Sladyk (R) as a member of the Patriotic Commission for a term ending December 31, 2025, and postpones consideration of this motion until the Town Councils next regularly scheduled meeting.

**10) Resolution reappointing Natalie O'Brien (U) as a member of the South Windsor Arts Commission**

**BE IT RESOLVED**, that the Town of South Windsor hereby reappoints Natalie O'Brien (U) as a member of the South Windsor Arts Commission for a term ending December 31, 2024, and postpones consideration of this motion until the Town Councils next regularly scheduled meeting.



**11) Resolution reappointing William Keohane (R) as a member of the Redevelopment Agency**

**BE IT RESOLVED**, that the Town of South Windsor hereby reappoints William Keohane (R) as a member of the Redevelopment Agency for a term ending December 31, 2027, and postpones consideration of this motion until the Town Councils next regularly scheduled meeting.

**12) Resolution reappointing Nick Jones (R) to the South Windsor Agricultural Commission**

**BE IT RESOLVED**, that the Town of South Windsor hereby reappoints Nick Jones (R) as a member of the South Windsor Agricultural Commission for a term ending November 30, 2025, and postpones consideration of this motion until the Town Councils next regularly scheduled meeting.

**B. Second Reading**

Councilor Paterna made a motion to approve items 11.B 1 through 11.B 3 as a second reading on the Consent Agenda. Councilor Lopez seconded the motion, motion passes with unanimous voice vote. **MOTION PASSES.**

**1) Resolution appointing David Basile (D) as a member of the Water Pollution Control Authority**

**BE IT RESOLVED**, that the Town of South Windsor hereby appoints David Basile (D) as a member of the Water Pollution Control Authority to fulfill the unexpired term of Carol Fletterick (D) for a term ending November 30, 2025.

**2) Resolution appointing Mitchell Marks (D) as a member of the Human Relations Commission**

**BE IT RESOLVED**, that the Town of South Windsor hereby appoints Mitchell Marks (D) as a member of the Human Relations Commission to fulfill the unexpired term of Mary Justine Hockenberry (D) for a term ending November 30, 2024.

**3) Resolution appointing William Wollschlager (D) as a member of the Housing Authority**

**BE IT RESOLVED**, that the Town of South Windsor hereby appoints William Wollschlager (D) as a member of the Housing Authority to fulfill the unexpired term of Marion Burke (D).

**C. Miscellaneous**

None

**12. Unfinished Business**

**13. New Business**

**A. Discussion item: Revaluation Mary Huda to be present**

Councilor Kozikowski made a motion for the following resolution:

**B. Resolution approving Town Manager, Michael Maniscalco to accept and execute a STEAP Grant from the State of Connecticut for the reconstruction of Kennedy Road**

**WHEREAS**, The Town of South Windsor has been awarded a grant from the State of Connecticut Small Town Economic Assistance Program in the amount of \$478,100 for the reconstruction of Kennedy Road; and

**BE IT RESOLVED**, that the South Windsor Town Council authorizes Town Manager, Michael Maniscalco on behalf of the Town of South Windsor accept a 2022 Connecticut STEAP Grant in the amount of \$478,100 for the reconstruction of Kennedy Road; and

**BE IT FURTHER RESOLVED**, that Town Manager, Michael Maniscalco, is hereby authorized to enter into and execute any and all agreements, contracts, and documents necessary to obtain said 2022 STEAP Grant with the State of Connecticut.

Motion was seconded by Councilor Evans the motion passes with unanimous voice vote.  
**MOTION PASSES.**

**C. Discussion item: Draft resolution regarding purchasing exemptions**

**WHEREAS**, Conn. Gen. Stat. § 4a-53a allows the Commissioner of Administrative Services (the “Commissioner”) to serve as the contracting agent for a group of three (3) or more municipalities that seek to purchase supplies, materials or equipment, upon the request of the such group, provided that (1) the Commissioner determines that the group will achieve a cost savings through the Commissioner serving as the contracting agent, and (2) such cost savings are greater than the administrative costs to the State; and

**WHEREAS**, Conn. Gen. Stat. § 7-148v(b) allows the Town of South Windsor (the “Town”) to purchase equipment, supplies, materials or services from the list of eligible entities listed in the statute; and



**WHEREAS,** The Town is constrained in its ability to purchase equipment, supplies, materials pursuant to the Town Charter Section 714 (“Section 714”); and

**WHEREAS,** pursuant to Section 714, the Town has a \$5,000 cap on purchases without the Town Manager, Michael Maniscalco inviting sealed bids or proposals or getting the Town Council to waive such bidding process; and

**WHEREAS,** Section 714 is a constraint on the Town’s ability to achieve cost savings because during the waiver process, supplies disappear, or the opportunity to implement cost savings has changed; and

**WHEREAS,** the Town Council has determined that requiring sealed bids for purchases greater than \$5,000 is not in the best interest of the Town; and

**BE IT RESOLVED,** that notwithstanding Section 714, the Town Council authorizes the Town Manager, Michael Maniscalco to participate with the State of Connecticut contracting programs for the purchase of supplies, materials or equipment pursuant to Conn. Gen. Stat. § 4a-53a.

**BE IT FURTHER RESOLVED,** that notwithstanding Section 714, the Town Council authorizes the Town Manager, Michael Maniscalco to purchase equipment, supplies, materials or services from the list of eligible entities listed in Conn. Gen. Stat. § 7-148v(b).

**BE IT FURTHER RESOLVED,** that notwithstanding Section 714, the Town Council has determined that the \$5,000 threshold requiring sealed bids for the purchase of equipment, supplies or materials is an impediment to the efficient operations of the Town, and is not in the best interests of the Town, and hereby authorizes the Town Manager, Michael Maniscalco to waive the bidding requirements for the purchase of equipment, supplies or materials for contracts valued at \$25,000 or less for the remainder of the fiscal year.

Mr. Maniscalco explains that due to inflation and the cost of goods, it may be wise to increase the limit from \$5,000 to \$25,000. Bidding everything costs more in terms of labor, staff using their time, missing out on time sensitive opportunities, and more issues from a purchasing perspective. This would waive the requirement for bidding moving forward for the rest of the fiscal year. The idea is that on an annual basis when passing the budget, this resolution will be brought forth for approval.

Councilor Lydecker expresses her concern. She mentions the option of opening the charter. Mr. Maniscalco explains that opening the charter would take 12-18 months. Councilor Lydecker goes on to say that she prefers town business be brought to the attention of the council before proceeding. Councilor Lydecker brings up the possibility of opening the charter while also have the purchasing exemption as a temporary option while the charter is in the process of being opened.

Mr. Maniscalco explains that a charter revision would require the council to pass a resolution to set up a charter revision commission. They would have to be put on a time line and conduct research and review the charter. That commission would then have to

put together a report and present it to the council. After that the council would need to determine which parts they would want to keep, and which to decline. That would then go on a referendum ballot for the community to vote on.

Councilor Kozikowski goes on to ask, how long the original \$5,000 has been in place for. Since the 1960's that has been the agreement. Adjusting the number for inflation would be a wise decision, Councilor Kozikowski agrees. The general consensus of the council is not violating the charter.

Deputy Mayor King asks who is the commissioner in the drafted resolution. Town Attorney Mr. Carella goes on to explain that the commissioner is the State Department of Administrative Services. The state statute specifically says notwithstanding any charter provisions of a municipality. Municipalities can combine with the state and complete state purchasing under a state purchasing blanket contract, through DAS. This is what the town has been doing in certain circumstances for purchasing. The second statute goes over councils of government or purchasing cooperatives, or other municipalities that have contracts that can be opened so that the Town of South Windsor may participate with those purchasing agreements. The last section is designed to handle the constraints that the current \$5,000 cap has on the Town Managers or the towns ability to enter into a contract timely and efficiently. Mr. Carella goes on to say that this exemption would only be applicable for the rest of this fiscal year, which is an additional four months.

Councilor Koboski points out that if the council were to create a commission to revise the charter, that would open up the charter for any revision. Not just the revision of purchasing exemptions. Though he does understand Councilor Lydeckers' perspective, he does prefer the resolution over opening the charter.

Councilor Evans is in favor of opening the charter. This may be a project better suited for a new council to oversee. By the time the charter is opened, the current council may not stand as is today. She suggests that next November the charter be opened.

Councilor Lydecker asks Mr. Maniscalco to provide a list of projects that would be eligible for this exemption. This would give the council a better understanding of the work that is to come and allow them to make a more informed decision. According to Mr. Maniscalco the original \$5,000 would be equivalent to \$50,000 today.

Mayor Pendleton asks that in the near future the councilors revisit this discussion. It is decided that the purchasing exemption be discussed again at another meeting.

Deputy Mayor King made a motion for the following resolution:

**D. Resolution accepting the resignation of Stephanie Weintraub (R) from the Human Relations Commission effective November 2, 2022**

**BE IT RESOLVED**, that the South Windsor Town Council hereby accepts, with regret the resignation of Stephanie Weintraub (R) from the Human Relations Commission effective November 2, 2022; and



**BE IT FURTHER RESOLVED**, that the South Windsor Town Council extends its thanks to Stephanie Weintraub (R) for the time she has dedicated to serving her community by her membership on the Human Relations Commission.

Motion was seconded by Councilor Lydecker the motion passes with unanimous voice vote. **MOTION PASSES.**

Mayor Pendleton extends her thanks to Stehanie.

Councilor Evans made a motion for the following resolution:

**E. Resolution Approving of eight (8) refunds, the total of said refunds being \$5,122.26**

**BE IT RESOLVED**, that the South Windsor Town Council hereby approves a refund of property taxes to eight (8) South Windsor Taxpayers, the total of said refunds being \$5,122.26 and as more fully described on attachment exhibit A

Motion was seconded by Councilor Koboski the motion passes with unanimous voice vote. **MOTION PASSES.**

Councilor Lopez made a motion for the following resolution:

**F. Resolution approving of eight (8) refunds, the total of said refunds being \$16,231.85**

**BE IT RESOLVED**, that the South Windsor Town Council hereby approves a refund of property taxes to eight (8) South Windsor Taxpayers, the total of said refunds being \$16,231.85 and as more fully described on attachment exhibit B

Motion was seconded by Councilor Paterna, the motion passes with unanimous voice vote. **MOTION PASSES.**

**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.

Dan Edwards 131 Hilton Drive speaks in regards to Councilor Evans comment on the Social Justice Racial Equity Commission. Mr. Edwards believes it to be a duplicate commission. He suggests getting rid of the Racial Equity Social Justice Commission and utilize the Human Relations Commission instead. He goes on to say that Republicans are not making nominations, he claims that in the past when they have made nominations they are rejected.

**16. Communications from the Council**

Councilor Evans goes on to explain that earlier in the meeting she did bring up the need for more volunteers on Social Justice Racial Equity Committee. She asks that volunteers reach out to the Republican Town Committee.

Councilor Lydecker adds that during the meeting there were twelve Republican nominations that were passed without discussion, comments or removals.

Deputy Mayor King thanks the staff of the Town Garage that are out in the cold night, in the dark collecting leaves. He recognizes their hard work and dedication.

**17. Executive Session**

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

**A)** Under CGS 1-200(6)(B) and 1-210(b)(4) for purposes of discussing strategy and negotiations with respect to pending claims or pending litigation related to 460 Miller Road including the following pending cases:

- 1) Town of South Windsor v Kristin Lanata a/k/a Kristin Norton, HHD-CV17-6083374-S; and
- 2) Kristin Norton v Town of South Windsor FIC #2022-0631; and
- 3) Luigi Satori Dir. Of Health Town of South Windsor v. Kristin Norton, a/k/a Kristin Lanata HHD-CV-20-6125402-S; and
- 4) Kristin Norton f/k/a Kristin Lanata v Town of South Windsor USBC Adv. Case No. 19-02011 JJT.

**18. Adjournment**

Meeting adjourns at 9:15pm.

The motion was made by Councilor Kozikowski the motion was seconded by Deputy Mayor King and passes with unanimous voice vote. **MOTION PASSES.**