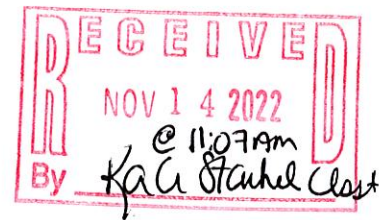


**TOWN COUNCIL  
TOWN OF SOUTH WINDSOR**



**Minutes**

**Monday, November 7, 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 7:00pm.

**2. Pledge of Allegiance**

**3. Roll Call**

Members present:

- Mayor Pendleton
- Deputy Mayor Steven King Jr.
- Councilor Erica Evans
- Councilor Jamie Gamble
- Councilor Koboski
- Councilor Kozikowski
- Councilor Lopez
- Councilor Lydecker
- Councilor Paterna

Others Present:

- Michael Maniscalco, Town Manager
- Scott Roberts, Assistant Town Manager/CIO/Emergency Mgmt

**4. Mayor's Remarks**

Mayor Pendleton begins the Mayors remarks with an acknowledgement for Bags of Love. On Saturday November 5, 2022 there was a sleep out to raise awareness for homelessness in the Town of South Windsor as well as the State of Connecticut. The Wapping Community Church will be holding a sleeping bag drive for the homeless.

The month of November is Military Family Month and Native American Heritage Month.

Upcoming Events:

Election Day November 8, 2022 (no school)

Veterans Day November 11, 2022 Veterans Ceremony at VMP at 11:00am

Veterans Recognition Ceremony for Vietnam Era November 30<sup>th</sup> and December 1<sup>st</sup> 2022 at SWHS

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Councilor Paterna speaks on behalf of the South Windsor Irish Committee. The annual Irish Oktober Fest is going to be held on Thursday, November 10, 2022 from 5:30pm-8:00pm at the lodge at Maneeley's. This year the honoree will be Kathy Kennsion. Art Slydak is the South Windsor Town Marshal.

**5. Adoption of Agenda**

Deputy Mayor King made a motion to add 13 E a resolution for a transfer of \$749,556 from the Capital Non-Recurring Account to the Pleasant Valley Capital Account

Motion was seconded by Councilor Paterna and was passed by unanimous voice vote.  
**MOTION CARRIES**

Deputy Mayor King made a motion to adopt the agenda as amended. The motion was seconded by Councilor Lydecker and passes with a unanimous voice vote. **MOTION CARRIES.**

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

Town Manager, Michael Maniscalco reports that the Public Works Department is in the process of planning the Pleasant Valley Bridge replacement.

Mr. Maniscalco said that for the Purchasing Ordinance trying to find a solution within the charter while meeting the current financial challenges has proven to be difficult. The original plan will not work for the ordinance due to the restricting nature of the charter. Mr. Maniscalco is looking into the idea that the Town Council pass a number of resolutions that will allow certain exemptions for a period of time.

The new pickle ball courts have been well received by the community.

The Finance Department has received the GFOA Award for this years' annual budget. The award is given to those who demonstrate a constructive spirit of full disclosure to clearly communicate its financial story. Mr. Maniscalco extends his congratulations to the entire Finance Department.

The parking lot paving at Town Hall is almost complete. All that remains is the striping and some of the hand work to backfill sections around the parking lot.

The Planning and Zoning Commission has given a favorable 8-24 review for the addition of the splash pad at Nevers Park. It is expected to be operational by the summer of 2023.

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Mr. Maniscalco reminds the residents of South Windsor of the road hazards due to debris in the roads. Residents are expected to adhere to Town Ordinances section 86-91 which requires residents to clear sidewalks of snow and ice within 24 hours after the end of weather activity. This also prohibits home owners and business owners from moving snow onto the traveled portion of the road. This is for everyone's safety.

Tax collections are currently at 56.48% collected which is standard for this time in the year.

Deputy Mayor King asks Mr. Maniscalco about leaf collection. Depending on the location, there are different designated days for pick-up. Residents can find their specific leaf pick-up date on the town website.

Mayor Pendleton also extends her congratulations to the Finance Department for their award.

**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.

John Pelkey 446 Pleasant Valley Road speaks on behalf of the South Windsor Historical Society item 13 A. The society is celebrating 75 years, and part of that has included maintenance and repairs. There are two projects in particular that may be considered as safety concerns. This includes the sidewalk as well as the removal of a maple tree on the property. After consulting with an arborist, it is recommended that it be removed.

Alan Cavagnaro 83 Pine Knob Drive speaks on the item 11 A 2, the appointment of Mitchell Marks to the Human Relations Commission. He speaks highly of Mr. Marks and thinks that Mitchell will be an asset to the commission.

Mayor Pendleton asks if anyone else would like to speak, no one comes forward.

**8. Adoption of Minutes of Previous Meetings**

**Approval of October 17, 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 October 17, 2022.



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Motion was seconded by Councilor Koboski, the motion carries with a unanimous voice vote. **MOTION CARRIES.**

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

Deputy Mayor King attended the Inland Wetlands Agency Conservation Commission meeting. They approved application 22-38p which is for climate control vertical self-storage at 249 Ellington Road. Any questions can be answered or referenced on the town website or by the committee.

Councilor Kozikowski reports on the Planning and Zoning Commission. They provided a favorable 8-24 review for the construction of the splash pad at Nevers Park. The commission also gave a favorable report on the temporary relocation of the Parks and Recreation Department to Old Orchard Hill. In terms of drafting an update for the conservation development, the commission chose to move forward with the collaborative proposal.

**10. Reports from Committees**

Councilor Lydecker reports that at the recent Pension Committee there were some unfavorable outcomes. There was a loss of almost 20% value in assets. There was discussion as to what will remain for investments and what can be moved. The loss of value seems to have impacted the nation, not just the town of South Windsor.

Councilor Kozikowski reports on the Strategic Planning Committee meeting. The committee reviewed a potential contract with a consultant from UConn who will help with public outreach. There is a signed agreement, the next phase will be public outreach, report to follow.

**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.]

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**A. First Reading**

**Councilor Paterna**

**Motion to approve items 11.A 1 through 11.A 3 as a First Reading on the Consent Agenda**

Motion was seconded by Deputy Mayor King; the motion carries with a unanimous voice vote. **MOTION CARRIES.**

**1) Resolution appointing David Basile (D) as a member of the Water Pollution Control Authority and Postponing Consideration of this Motion until the Town Council's next regularly scheduled meeting**

**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, and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

**2) Resolution appointing Mitchell Marks (D) as a member of the Human Relations Commission and Postponing Consideration of this Motion until the Town Council's next regularly scheduled meeting**

**BE IT RESOLVED**, that the Town of South Windsor hereby appoints Mitchell Marks (D) as a member of the Human Relations Commission to fulfil the unexpired term of Mary Justine Hockenberry (D) for a term ending November 30, 2024, and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

**3) Resolution appointing William Wollschlager (D) as a member of the Housing Authority and Postponing Consideration of this Motion until the Town Council's next regularly scheduled meeting**

**BE IT RESOLVED**, that the Town of South Windsor hereby appoints William Wollschlager (D) as a member of the Housing Authority to fulfil the unexpired term of Marion Burke (D), and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

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**B. Second Reading**

**Councilor Gamble**

**Motion to approve items 11. B 1 through 11. B 3 as a Second Reading on the Consent Agenda**

Motion was seconded by Councilor Kozikowski, the motion carries with a unanimous voice vote. **MOTION CARRIES.**

**1) Resolution appointing Kathy Daugherty (R) as a member of the Public Building Commission**

**BE IT RESOLVED**, that the Town of South Windsor hereby appoints Kathy Daugherty (R) as a member of the Public Building Commission for a term ending November 30, 2024.

**2) Resolution appointing Stephanie Dexter (R) as a member of the Blighted Properties Appeals Board**

**BE IT RESOLVED**, that the Town of South Windsor hereby appoints Stephanie Dexter (R) as a member of the Public Building Commission for a term ending November 30, 2024.

**3) Resolution appointing James Mitchell (R) as a member of the Economic Development Commission**

**BE IT RESOLVED**, that the Town of South Windsor hereby appoints James Mitchell (R) as a member of the Economic Development Commission for a term ending November 30, 2025.

**C. Miscellaneous**

None

**12. Unfinished Business**



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**13. New Business**

**A. Discussion item: Historical Society Mini Matching Grant**

Mr. Maniscalco opens the conversation. The Historical Society has already completed the application. The town attorney has reviewed the application and has given a favorable recommendation. The Mini Matching Grant fund contains an estimated \$1,400. There are not enough funds to pay for the grant. However, the ability to transfer funds remains. Mr. Maniscalco explains the options moving forward which includes; taking from Capital Non-Recurring, go through contingency, an additional appropriation, or wait until the spring to address the issues.

Mr. Pelkey says that the most urgent need is the removal of the tree. The Historical Society is not a town agency, it is a non-profit LLC. Therefore, the Town of South Windsor cannot take the tree down.

Councilor Paterna acknowledges the importance of the Historical Society and the many functions they serve to the community.

Councilor Kozikowski asks if there is a plan to replace the tree. There have been talks of memorial trees, however, the Historical Society has not yet decided.

Councilor Evans asks if it is possible to tell the age of the tree once removed. She goes on to suggest that there be some kind of display for the tree once removed. Lisa Copper goes on to share some history of the tree and the future plans the society has in place.

Deputy Mayor King asks Mr. Pelkey where checks and other donations should be made out to.

Councilor Evans makes a motion for the following resolution:

**B. Resolution Accepting the Old Orchard Hill School to Temporarily House the Parks and Recreation Department and Formally Start the Process of Moving the Parks and Recreation Department to Old Orchard Hill.**

**WHEREAS**, the Town had leased Wapping School from the Board of Education to house the Parks and Recreation Department and Facilities Department; and

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**WHEREAS**, the Board of Education needs Wapping School to house an increase in students at the High School; and

**WHEREAS**, the Town has an immediate need to temporarily relocate the Parks and Recreation and Facilities Departments to the Old Orchard Hill School; and

**WHEREAS**, the Parks and Recreation Facilities Implementation Committee recommended Old Orchard Hill as a temporary housing solution for the Department; and

**WHEREAS**, the Town Council directed Town Manager, Michael Maniscalco, pursuant to Section 8-24 of the Connecticut General Statutes to seek a favorable recommendation from the Planning and Zoning Commission; and

**WHEREAS**, the Planning and Zoning Commission unanimously provided a recommendation to the Town;

**BE IT RESOLVED**, that the Town Council hereby approves the Old Orchard Hill School to temporarily house the Parks and Recreation and Facilities Department and formally direct Town Manager, Michael Maniscalco, to begin the process of relocating both departments to the Old Orchard Hill School.

Councilor Kozikowski made a motion to amend the resolution as follows:

**Resolution Accepting the Old Orchard Hill School to Temporarily House the Parks and Recreation Department and Formally Start the Process of Moving the Parks and Recreation Department to Old Orchard Hill.**\_\_\_\_\_

**WHEREAS**, the Town had leased Wapping School from the Board of Education to house the Parks and Recreation Department and Facilities Department; and

**WHEREAS**, the Board of Education needs Wapping School to house an increase in students at the High School; and

**WHEREAS**, the Town has an immediate need to temporarily relocate the Parks and Recreation and Facilities Departments to the Old Orchard Hill School; and

**WHEREAS**, the Parks and Recreation Facilities Implementation Committee recommended Old Orchard Hill as a temporary housing solution for the Department; and



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**WHEREAS**, the Town Council directed Town Manager, Michael Maniscalco, pursuant to Section 8-24 of the Connecticut General Statutes to seek a recommendation from the Planning and Zoning Commission; and

**WHEREAS**, the Planning and Zoning Commission unanimously provided a favorable recommendation to the Town;

Deputy Mayor King seconded the motion adopting the agenda. The motion passed by a unanimous voice vote. **MOTION CARRIES.**

The motion was seconded by Councilor Gamble the motion carries with a unanimous voice vote. **MOTION CARRIES.**

Deputy Mayor King makes a motion for the following resolution;

**C. Resolution Approving the application for the Emergency Management Performance Grant**

**BE IT RESOLVED**, that the South Windsor Town Council may hereby enter into, with and deliver to the State of Connecticut, Department of Emergency Management and Homeland Security any and all documents which it deems necessary or appropriate for the “Memorandum of Agreement Regarding use of Federal Fiscal Year 2022 State Homeland Security Grant Funding and Custodial Ownership of Regional Assets in DEMHS Region 3”; and

**BE IT FURTHER RESOLVED**, that Michael Maniscalco, Town Manager of the Town of South Windsor is authorized and directed to execute and deliver any and all documents on behalf of the Town of South Windsor and to do and perform all acts and things which he deems to be necessary or appropriate to carry out the terms of the “Memorandum of Agreement Regarding Use of Federal Fiscal Year 2022 State Homeland Security Grant Funding and Custodial Ownership of Regional Assets in DEMHS Region 3” including, but not limited to, executing and delivering all agreements and documents contemplated by such documents.

Motion was seconded by Councilor Koboski, the motion carries with a unanimous voice vote. **MOTION CARRIES.**

Mayor Pendleton asks Town Manager, Mr. Maniscalco to clarify. He explains that this is a standard resolution that needs to be approved every year. It is a grant from the State of Connecticut for conducting Emergency Management activities. These activities can include preparations or actions for the health, safety and welfare of the community.

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Councilor Koboksi made a motion for the following resolution:

**D. Resolution approving Town Manager, Michael Maniscalco to enter into an agreement with the State of Connecticut Department of Emergency Services, and Public Protection, Division of Emergency Management and Homeland Security Grant**

**WHEREAS**, The Town of South Windsor Emergency Management Department applied for a 2022 Congressional Direct Spending Grant through Senator Murphy's Office for Emergency Operation Center Renovations and,

**WHEREAS**, the grant is administered by the Connecticut State Department of Emergency Services and Public Protection and the Connecticut Department of Emergency Management and Homeland Security and,

**WHEREAS**, the grant will be used to finish the construction of the dispatch room at the Emergency Operations Center Command Room and,

**WHEREAS**, the total project cost is \$112,000 and,

**WHEREAS**, the total FEMA award is 75% of the project costs totaling \$84,000 with a matching 25% match by the Town of South Windsor totaling \$28,000; and

**BE RESOLVED**, that the South Windsor Town Council authorizes the Town of South Windsor may enter into with and deliver to the State of Connecticut Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security, any and all documents which it deems to be necessary or appropriate; and

**BE IT FURTHER RESOLVED**, that Michael Maniscalco, as Town Manager of the Town of South Windsor, is authorized and directed to execute and deliver any and all documents on behalf of the Town of South Windsor and to do and perform all acts and things which he deems to be necessary or appropriate to carry out the terms of such documents.

Councilor Gambles addresses Mr. Maniscalco and asks if there is a matching grant fund in the existing budget. Mr. Maniscalco answers no, however when the budget is created they do try to anticipate these grants and implementing them as they see fit.

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Councilor Kozikowski asks where the money will be coming from. Mr. Maniscalco says there are a few locations where the funds can derive from. However, the process of allocating the funds has not yet been determined.

Motion was seconded by Councilor Evans; the motion carries with a unanimous voice vote. **MOTION CARRIES.**

Councilor Lydecker makes a motion for the following resolution:

**E. Resolution transferring \$749,556 from the Capital Non-Recurring Account to the Pleasant Valley Portable Classroom Capital Account**

**BE IT RESOLVED**, that the South Windsor Town Council hereby approves the transfer of \$749,556 from the Capital Non-Recurring Account to the Pleasant Valley Portable Classroom Capital Account.

A public hearing was held on Monday, October 17, 2022 at 8:00pm.

Motion was seconded by Councilor Paterna; the motion carries with a unanimous voice vote. **MOTION CARRIES.**

Mr. Maniscalco clarifies that the name of the account is the Pleasant Valley Portables account, however the funds will be used for the addition of portables at Philip R. Smith.

Councilor Evans made a motion to amend the resolution to read as follows:

**BE IT RESOLVED**, that the South Windsor Town Council hereby approves the transfer of \$749,556 from the Capital Non-Recurring Account to the Pleasant Valley Portable Classroom Capital Account.

A public hearing was held on Monday, October 17, 2022 at 8:00pm.

**BE IT FURTHER RESOLVED**, that the funds of said transfer will be allocated for the addition of portables at Philip R. Smith.

Deputy Mayor King seconded the motion. The motion was passed by unanimous voice vote. **MOTION CARRIES.**

**14. Passage of Ordinance**

**None.**



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**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**

Mayor Pendleton thanks the Town of South Windsor Veterans for their service. She also thanks the Patriotic Commission for their efforts.

**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)** Strategy and Negotiation regarding collective bargaining: Interest Arbitration South Windsor Town and South Windsor Police Union case number 2022-MBA-16

**B)** 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**

8:40pm