

**TOWN COUNCIL**  
**TOWN OF SOUTH WINDSOR**

**Minutes**

**Page 1**

**March 7, 2022**

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**TOWN COUNCIL – REGULAR MEETING**

**1. Call Meeting to Order**

Mayor Pendleton called the Regular Meeting to order at 7:02 p.m.

**3. Roll Call**

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

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

**4. Mayor's Remarks**

Mayor Pendleton stated that she asked Mary Justine Hockenberry to speak about National Women's Day. Ms. Hockenberry came forward and gave an overview of the meaning of International Women's Day and spoke about the women in South Windsor who have made a great impact in empowering and uplifting other women. Mayor also added, that she would like to say a few prayers for Ukraine and Russia and to keep one of our firefighter family, the Sanzo Family in our prayers

**5. Adoption of Agenda**

Councilor Gamble made a motion to adopt the agenda as presented. Council Paterna seconded the motion.

Deputy Mayor King made a motion to move Item 13.A. (Board of Education FY23 Budget Presentation), Item 13.B. (Discussion Item: Presentation on Future Road Work) and Item 13.C. (Motion to Reconsider vote on the Adoption of the Registrar's of Voters Updated Polling District Map) to after Item 7 (Public Input).

Councilor Evans made a motion to add Item 13.K. (Resolution Appointing William Meyers (D) to the Strategic Planning Committee) and Item 13.L. (Resolution Appointing Lindsay Ruszczyk (U) to the Strategic Planning Committee) from the Amended Agenda item to 13. New Business.

**TOWN COUNCIL**  
**TOWN OF SOUTH WINDSOR**

**Minutes**

**Page 2**

**March 7, 2022**

---

Councilor Paterna seconded the motion and it passed unanimously.

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

Mr. Maniscalco gave reports on the following topics:

COVID-19 Update: Mr. Maniscalco said that they have moved all Town facilities to a masks recommendation but not required status. This is consistent with CDC requirements and the direction we are receiving from the State of CT. We are moving to a more passive monitoring situation with COVID-19 moving forward. The Town still has masks for public use if any businesses are interested they can reach out to Emergency Management or use the online portal.

Proposed Welcome Sign on Rt. 5 and Sullivan Ave: Through conversations with Mr. Shepherd he is requesting the input of the Town Council on the Rt. 5 welcome sign. He and others from that area of Town are working on that project. They are looking for any feedback the Town Council may have so they can move ahead with their project.

Tax Collection Report: The Town is right in line where they need to be. The current collection rate is 97.87%.

Building Department Regionalization: The Town is providing mutual aid to the Town of Windsor and the Town of East Windsor. The Town is getting reimbursed so there is no impact on the tax payers.

Budget Calendar: Mr. Maniscalco stated that the budget calendar is almost completed and they will begin to move forward with the budget process.

Mr. Maniscalco concluded his report and added that he wanted to thank the Public Works staff, ASM and the South Windsor Police Department for their life saving efforts due to an incident that occurred.

Councilor Paterna called attention to the report from the finance department regarding the Elderly Homeowner's Program for 65 and older residents and asked how the word is getting out to let residents know that this program is available. Mr. Maniscalco said he would reach out to Human Services to come up with some other ideas and get back to the Council.

Councilor Gamble asked for more detail regarding the regional building department. Mr. Maniscalco said, currently the Towns of Windsor and East Windsor do not have Chief Building Officials. The State of Connecticut shut down their training and licensing program due to Covid so the Towns have been looking at having one Chief Building Official to oversee all three towns and have regional inspectors that would work in those towns.

**TOWN COUNCIL**  
**TOWN OF SOUTH WINDSOR**

**Minutes**

**Page 3**

**March 7, 2022**

---

Councilor Gamble also asked if we are still providing IT services to other towns. Mr. Maniscalco said, yes we are still providing IT services to five towns, however not to Windsor and East Windsor. Council Gamble asked if the town was still exploring using different colored garbage bags and revamping the trash collection program. Mr. Maniscalco informed Council Gamble, that this is a pilot program that will be coming out through the State of Connecticut. The Town has submitted their application and is waiting to hear more on this.

Councilor Evans asked what is the time frame for the John J. Mitchell Fairgrounds sign to be installed. Mr. Maniscalco said it has been delayed due to weather but that he would get more information about when they plan to install the sign.

Deputy Mayor King gave his support for the welcome sign and asked who would be responsible for maintaining the grass. Mr. Maniscalco said that it is private property. Deputy Mayor King asked how maintenance would be enforced. Mr. Maniscalco said that it would be enforceable through the Blight Ordinance and normal requirements that are enforced by the Town. Deputy Mayor King gave recognition to the Public Works Department in their hard work in taking care of our streets and ensuring they are clean and safe.

Mayor Pendleton asked Councilor Paterna to speak more on the 65 and over taxes for the residents. Council Paterna informed the council that in order for residents to be eligible, you need to be 65 years old or older by December 31, 2021, you must own your own home, reside in your South Windsor home, and there are certain income limits

Mayor Pendleton asked when the ECS payments would be received. Mr. Maniscalco said that the Town received their first payment and they typically get two payments annually. He will get more information for the next meeting.

Mayor Pendleton also mentioned the Welcome sign and said that Mr. Shepard requested input from the Council and she asked what type of feedback he was looking for. Mr. Maniscalco said that Mr. Shepard is looking for a general consensus from the Council.

**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

Mr. Dan Edwards of 131 Hilton Drive came forward and spoke about the agenda and meeting materials being attached to the agenda. He also gave his support for Phil Richards and Lindsay Ruszczyk to the Strategic Planning Committee. He also spoke about his comments at the last Town Council meeting regarding a disinformation

**TOWN COUNCIL**  
**TOWN OF SOUTH WINDSOR**

**Minutes**

**Page 4**

**March 7, 2022**

---

campaign by a high ranking member of Town Council and said the Town looks to the Town Council for guidance.

Mr. Joseph Kennedy of 181 Allison Drive came forward and spoke about the South Windsor Agricultural Land Preservation Commission name change to the Agricultural Commission. He also said that over 900 acres of land have been preserved due to the work of the Open Space Task Force, Zoning Board, Inland Wetlands Commission, the Agricultural Commission and Land Trust.

**13. New Business**

**A. Board of Education Budget Presentation**

Mr. Craig Zimmerman, Chairperson for the Board of Education thanked the Administrators, teachers and staff for their remarkable efforts and performance during the pandemic and to include acknowledgement on how much they are respected and appreciated.

Dr. Kate Carter, Superintendent of South Windsor Public Schools came forward and presented on the FY23 Board of Education Budget (*See Attachment A, South Windsor Public Schools Board of Education Proposed FY 2023 Budget Presentation*)

Dr. Carter reported that new appropriation for FY2023 is a 4.95% increase from last year. The areas that are driving the budget, are Contractual Obligations/ Maintenance of Operations, Increasing Enrollment, Special Education, and Strategic Planning/Program Improvements. Reserve funds have grown due to maintaining appropriate reserve levels which is part of the equation, however the reserves have increased beyond needed levels as a result of Covid-19. As a result of Covid-19, savings were generated in areas such as salaries, transportation, underutilized healthcare, and bus driver shortages. Dr. Carter shared that she is requesting an appropriation that puts us on a path to becoming less reliant on reserve funds. Last year the FY 2022 spending plan for the utilization of 2.7 million in reserves. This year Dr. Carter recommended for FY 2023 spending plan that utilizes 1.9 million in reserves. In FY 2021, 92% of school districts have spent more per pupil than South Windsor in The rising cost associated with being among the fastest growing school district in the state, the 2-3% budget increases that she proposed in the past will not meet the needs of a growing district.

Mayor Pendleton asked Dr. Carter to explain what we're spending per student looking at the number \$16,668, on page 17 of the power point presentation that seems like a low number compared to the other towns. How does that number come together?

Dr. Carter explained that the number is not something that the Town comes up with but rather a State provided number. It's a pretty complicated calculation to determine NCEP. The State calculates your NCEP number based on variety of calculations. The Town budget as a whole is looked at and incorporated into a formula.

**TOWN COUNCIL**  
**TOWN OF SOUTH WINDSOR**

**Minutes**

**Page 5**

**March 7, 2022**

---

**B. Discussion Item: Presentation on Future Road Work (*Vincent Stetson to be present*)**

Mr. Stetson presented a power point presentation on The South Windsor Paving for Progress Plan. Mr. Stetson explained that pavement management is planning for the maintenance, rehabilitation and maximizing the value for the Towns pavement. The longer we wait to address the pavement issues the more it will cost to repair the roads. This is a five year plan of road work laid out in the presentation. Residents can go into the presentation and zoom in on the roads that will be worked on in the future. Funding is currently available to work on Buckland Road this summer and Beelzebub Road after that, and there is partial funding for Pleasant Valley Road. Any road work beyond that funding will be necessary to make this plan complete.

Mayor Pendleton asked for a copy of the slides that were presented also if there is a financial game plan or ideas on how to fund the paving of the streets in the Town.

Councilor Gamble asked what the biggest factor is in the deterioration of our roads is and are there different mixtures that are put together based on the traffic of the road. Mr. Stetson stated that the deterioration of the road starts with how the road was built. As far as pavement mixtures, there are class 1, class 2 and a specific mixture can be designed.

Councilor Kozikowski asked with the cost estimates that are provided in the presentation, where are sidewalk maintenance and new installations factor in. Mr. Stetson explained that Pleasant Valley Road does not have sidewalks and the price is built into that project. Also there is a fund out there for sidewalk maintenance, it is not funded as well as other projects.

**C. Motion to Reconsider vote on the Adoption of the Registrar's of Voters Updated Polling District Map**  
**(Councilor Kozikowski)**

NOW, THEREFORE, BE IT RESOLVED, that the South Windsor Town Council hereby approves the recommendations of the Registrars of Voters to realign the borders of Districts 2,3,4 and 5 as shown on the attached map. District 1 realignment was approved by the Connecticut General Assembly under CGS 169(a) and published by the Secretary of the State on November 11, 2021.

Was made by Councilor Kozikowski

Seconded by Councilor Paterna

The motion was passed with a roll call vote of 5 ayes (Councilors Evans, Lopez, Deputy Mayor King, Councilor Paterna and Mayor Pendleton) and 3 nays (Councilors, Kozikowski, Gamble and Koboski)

**TOWN COUNCIL**  
**TOWN OF SOUTH WINDSOR**

**Minutes**

**Page 6**

**March 7, 2022**

---

**ITEM:**

Councilor Gamble stated that he is not in favor of this change in the map, he's not in favor if there is no good reason to do so. This comes at a cost to the tax payers that he believes is unnecessary and unwarranted. If there was a discussion on possibly consolidating districts that it should be considered.

Councilor Kozkowski stated that he is also not in support of the change in the voting district map. By this new proposed map some streets are going to be split where one side is going to one district and the other side of the street to a different polling location.

Councilor Paterna asked how many voters are in the Town of South Windsor and how many voters will be affected by the new changes.

Sue Larsen informed the Council that there about 17,500 registered voters and about 50-75 households will be affected by this change.

Council Evans thanked Sue Larsen and Sue Burnham for providing a great explanation on the reason for the change in re-districting for the voting locations. With the changes in this proposal, by sending households to different locations, is there going to be any type of burden on one polling location vs another location.

Sue Larsen informed the Council that the only area that would have an impact would be Pleasant Valley School, because there is a big shift from District 5 over to Pleasant Valley School, District 1, but that impact should only be a year until the new school opens.

Mayor Pendleton added that the maps will have to be changed regardless as the State has changed the realignment of District 1, this will not add an extra cost to the tax payers.

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

None

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

Councilor Paterna stated that he serves as the liaison to the Senior Advisory Committee at the Senior Center. He attended a meeting recently and they have some concerns with some projects, such as the Geissler's Plaza, why that has not moved ahead and a long discussion on Economic Development and lastly when the pickle ball courts will be completed.

**TOWN COUNCIL**  
**TOWN OF SOUTH WINDSOR**

**Minutes**

**Page 7**

**March 7, 2022**

---

Councilor Evans reported as the liaison for the Human Relations Commission she invited MJ Hockenberry to share some information on an upcoming event.

Ms. Hockenberry stated that this Commission has grown and continues to be available for the residents of South Windsor. The Commission is going to have a standing in solidarity with Ukraine, a candle light vigil on Wednesday, March 16, 2022 at 7 to 8 pm at the Town Hall.

Counselor Evans informed the Council that there will be a photo contest running through the Human Relations Commission. There is information about this on the HRC website and their Facebook page. The art work will be displayed at the library and awards will be presented by Mayor and some other individuals. For the Art Commission and Social Justice Racial Equity Commission they do have a new member to be approved for the Art Commission. She hopes that they can continue to find individuals to fill the seats in both of these Commissions.

Mayor Pendleton stated these are registered voters within those party affiliations but do not necessarily need to be an affiliate or on a party committee just that type of registered voter. Those registered voters that are interested can contact Councilor Evans, Councilor Kozkowski at which time the names will be forwarded for their nominations.

Counselor Gamble stated that he is the liaison to the Library Board and he attended the first meeting last week with Director Mary Eder. He has nothing to report but wanted to recognize the Library in general. They have been opened almost the entire time during the pandemic, they were closed briefly in order to put some safety protocols in place. The number of visitors the Library normally gets, prior to the pandemic was 750-1000 visitors a day. Concerts were held in the Library's atrium before the pandemic and they plan on getting concerts back in the near future.

Mayor Pendleton announced that the Patriotic Commission has a banner program. The banner program recognizes Veterans that live in South Windsor. Currently, they are recognizing World War II, Korea and Vietnam. There are 23 confirmed sponsors, and 21 banners that are in possession of the Patriotic Commission. They have two more banners that can be filled. If anyone would like to bring forward a name they can contact the Patriotic Commission on the Town website. The essay contest, is up and running online, at the elementary schools and also on the Board of Education. The deadline is March 18, 2022. On May 21, 2022 the Armed Forces Day is still going forward at Nevers Road Park.

**TOWN COUNCIL**  
**TOWN OF SOUTH WINDSOR**

**Minutes**

**Page 8**

**March 7, 2022**

---

**10. Reports from Committees**

Councilor Evans reported on the two committees that has been an ongoing conversation. The Strategic Planning Committee and the Parks and Rec Facilities and Implementation Planning Committee. The Strategic Planning Committee can now move forward since we have enough to meet a quorum. The plan was to hand it over to Deputy Mayor King as the role of finding people to fill the seats is now complete. The Park and Rec Facilities and Implementation Planning Committee plan on meeting for March 10, 2022. That Committee is going to start working on finding a new home for the Parks and Recreation Department.

**11. Consent Agenda**

Councilor Evans made a motion to approve Agenda Items 11.a.A through 11.a.C. as a First Reading on the Consent Agenda. Councilor Evans seconded the motion, and it was approved unanimously.

**a. First Reading**

**A. Resolution Appointing Anitha Elango (D) to the Public Building Commission and Postponing Consideration of this Motion until the Town Council's Next Regularly Scheduled Meeting.**

BE IT RESOLVED that the South Windsor Town Council hereby appoints Anitha Elango (D) to the Public Building Commission for a term ending November 30, 2023, to fill the unexpired term of Bernard Thomas and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

**B. Resolution Appointing Joe Durette (D) to the Inland Wetlands Commission and Postponing Consideration of this Motion until the Town Council's Next Regularly Scheduled Meeting.**

BE IT RESOLVED that the South Windsor Town Council hereby appoints Joe Durette (D) to the Inland Wetlands Commission for a term ending December 01, 2024, to fill the unexpired term of Steven King Jr. and postpones consideration of this motion until the Town Council's next regularly scheduled meeting.

**C. Resolution Appointing Carolyn Emerson (D) to the South Windsor Arts Commission and Postponing Consideration of this Motion until the Town Council's Next Regularly Scheduled Meeting.**

(Mayoral Appointment)



**TOWN COUNCIL**  
**TOWN OF SOUTH WINDSOR**

**Minutes**

**Page 9**

**March 7, 2022**

---

BE IT RESOLVED that the South Windsor Town Council hereby appoints Carolyn Emerson (D) to the South Windsor Arts Commission.

Was made by: Councilor Evans  
Was seconded by: Councilor Paterna  
The motion passed unanimously

**11. Consent Agenda**

b. Second Reading  
None

c. Miscellaneous  
None

**12. Unfinished Business**

None

**13. New Business**

**D. Resolution Approving the South Windsor Non-Supervisor Professional Employees Union Contract for the period of July 1, 2020 through June 30, 2023**  
(Councilor Paterna)

NOW THEREFORE BE IT RESOLVED, that the South Windsor Town Council hereby approves the proposed "Agreement between the Town of South Windsor and the South Windsor Non-Supervisor Professional Employees Union" for the period of July 1, 2020 through June 30, 2023.

Councilor Paterna made a motion to postpone this resolution.  
Councilor Gamble seconded the motion and it passed unanimously

**E. Resolution Appointing Mindy Lewis (D) to the Strategic Planning Committee**  
(Councilor Evans)

BE IT RESOLVED that the South Windsor Town Council hereby appoints Mindy Lewis (D) to the Strategic Planning Committee.

Was made by Councilor Evans  
Seconded by Councilor Paterna  
The motion was approved unanimously.

**TOWN COUNCIL  
TOWN OF SOUTH WINDSOR**

**Minutes**

**Page 10**

**March 7, 2022**

---

**F. Resolution Appointing Karen Wagner (D) to the Strategic Planning Committee.**  
**(Councilor Lopez)**

BE IT RESOLVED that the South Windsor Town Council hereby appoints Karen Wagner (D) to the Strategic Planning Committee.

Was made by Councilor Lopez  
Seconded by Councilor Paterna  
The motion was passed with a roll call vote of 5 ayes (Councilors Evans, Lopez, Deputy Mayor King, Councilor Paterna and Mayor Pendleton) and 3 nays (Councilors, Kozikowski, Gamble and Koboski)

**G. Resolution Appointing Phil Richards (U) to the Strategic Planning Committee**  
**(Councilor Gamble)**

BE IT RESOLVED that the South Windsor Town Council hereby appoints Phil Richards (U) to the Strategic Planning Committee

Was made by Councilor Gamble  
Seconded by Councilor Koboski  
The motion was approved unanimously.

**H. Resolution Appointing Daniel Chavez (U) to the Park and Recreation Facility Planning Committee**  
**(Deputy Mayor King)**

BE IT RESOLVED that the South Windsor Town Council hereby appoints Daniel Chavez (U) to the Park and Recreation Facility Planning Committee.

Was made by Deputy Mayor King  
Seconded by Councilor Paterna  
The motion was approved unanimously.

**I. Discussion Item: FY 2023 Budget Calendar**

Councilor Gamble asked about a joint meeting with the Town Council and the Board of Education, would it be online or in person.

Mayor Pendleton indicated that it will be in person on March 23, 2022 at 7 pm.

Councilor Paterna asked if the date of May 2, 2022 for the final budget voting be moved to May 3, 2022 due to a religious holiday.

**TOWN COUNCIL**  
**TOWN OF SOUTH WINDSOR**

**Minutes**

**Page 11**

**March 7, 2022**

---

Town Manager Maniscalco stated that he would look into the room availability, but would look at working around that.

The Town Councilor agreed if possible to move the final budget vote from May 2, 2022 to May 3, 2022.

**J. Resolution Setting a Time and Place for a Public Hearing to Receive Citizen Input on the Proposed Board of Education Budget for Fiscal Year 2022/2023**

(Councilor Evans)

BE IT RESOLVED that the South Windsor Town Council hereby sets **Monday, April 4, 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 Board of Education Budget for Fiscal Year 2022/2023.

Was made by Councilor Evans  
Seconded by Councilor Paterna  
The motion was approved unanimously.

**K. Resolution Appointing William Meyers (D) to the Strategic Planning Committee**

(Councilor Evans)

BE IT RESOLVED that the South Windsor Town Council hereby appoints William Meyers (D) to the Strategic Planning Committee.

Was made by Councilor Evans  
Seconded by Councilor Koboski  
The motion was approved unanimously

**L. Resolution Appointing Lindsay Ruszczyk (U) to the Strategic Planning Committee.**

(Councilor Evans)

BE IT RESOLVED that the South Windsor Town Council hereby appoints Lindsay Ruszczyk (U) to the Strategic Planning Committee.

Was made by Councilor Evans  
Seconded by Councilor Kozikowski  
The motion was approved unanimously

**TOWN COUNCIL  
TOWN OF SOUTH WINDSOR**

**Minutes**

**Page 12**

**March 7, 2022**

---

**14. Passage of Ordinance**  
**(Councilor Koboski)**

**A. Resolution Adopting the Proposed Illicit Discharge and Connection Storm-Water Ordinance**

BE IT RESOLVED that the South Windsor Town Council hereby adopts the proposed Illicit Discharge and Connection Storm-Water Ordinance, as shown in **Exhibit A**.

Was made by Councilor Koboski  
Seconded by Councilor Kozikowski  
The motion was approved unanimously.

**15. Public Input for Any Matter**

None

**16. Communications from Council**

Deputy Mayor King gave recognition to Councilor Evans and Councilor Kozikowski for putting together and doing all the work regards to the Committees.

**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. To discuss the South Windsor Non-Supervisor Professional Employees Union Contract**

Was made by Councilor Deputy Mayor King  
Seconded by Councilor Paterna  
The motion was approved unanimously.

**18. Adjournment**

At 9:20 p.m., Councilor Paterna made a motion to adjourn the Regular Meeting. Councilor Gamble seconded the motion, and it was approved unanimously.

**TOWN COUNCIL  
TOWN OF SOUTH WINDSOR**

**Minutes**

**Page 13**

**March 7, 2022**

---

Respectfully submitted,

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Sandra Barone  
Temporary Clerk of the Council