

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Revised Minutes

Page 1

September 16, 2019

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

1. Call Meeting to Order

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

2. Roll Call

Members Present: Mayor Andrew Paterna
Deputy Mayor Liz Pendleton
Councilor Audrey Delnicki
Councilor Mary Justine Hockenberry
Councilor Cesar Lopez
Councilor Karen Lydecker
Councilor Lisa Maneeley (arrived at 8:05 p.m.)
Councilor Matthew Riley

Members Absent: Councilor Janice Snyder

Others Present: Michael Maniscalco, Town Manager

5. Communications and Reports from Town Manager

Mr. Maniscalco reported on the following:

- Project Hammer, Ellington Road – The Town is working with the developer to get additional questions answered and to move the Tiger Beetles to the Barton property before the middle of October.
- The Connecticut State Legislature has not passed the bond package yet. Mr. Maniscalco stated that he is keeping an eye on this item because it could start impacting municipalities in terms of road funding and other types of grant funding that the municipalities receive from the State.
- There are two promotions within the Police Department. Mark Halibozek has been promoted from Corporal to Sergeant, and David Gesualdi has been promoted from Police Officer to Corporal.

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Revised Minutes

Page 2

September 16, 2019

ITEM:

5. Communications and Reports from Town Manager (Continued)

Answering questions from the Council, Mr. Maniscalco stated that he would report back to the Council about how the Registrar of Voters will be informing residents about the closing of Philip R. Smith Elementary School as a polling location for the November election. Councilor Pendleton explained that for the last election, the Registrar of Voters had sent everyone in the district a letter informing them that Philip R. Smith was closed as a polling location and where they should go to vote. Signs were posted at Philip R. Smith, informing the public where to go vote.

Mr. Maniscalco informed the Council that he believes the formula that includes the cost escalator for snow removal in the condo complexes was done in early 2000. The way the formula was set up is based on the cost for the Department of Public Works to remove the snow and the distances for the different roads. When this information is being reviewed, the Council should also address the actual dollar amount that is allocated in the budget.

Mr. Maniscalco then informed the Council that the Town is going to try to get some local restaurant owners in the area to provide some personal testimony as to how it is to operate and open a restaurant in South Windsor. It is hopeful that this information will go on social media and will be beneficial.

6. Public Input (Items Not on the Agenda)

Mrs. Mary Etter, Director of the South Windsor Public Library, informed the Council and public that due to the installation of the new elevator at the South Windsor Public Library, the Library hours would be changed. On Tuesday, September 17, 2019, through Thursday, September 19, 2019, the Library will not open until noon, and then on Friday, September 20, 2019, the Library will be closed for the entire day. The elevator will be closed for approximately six weeks. There will be parking spaces on the upper parking lot that will be designated for Library use while the elevator is being installed. If people have trouble coming to pick up or bringing something back, please call the Library, and someone will come out to the car to help. In October there will be another Food for Fines. The Library is asking people not to donate books for the next month for the book sale because there is no available space to locate them.

(Continued on Next Page)

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Revised Minutes

Page 3

September 16, 2019

ITEM:

6. Public Input (Items Not on the Agenda) (Continued)

Mrs. Ginny Hole, 185 LeFoll Boulevard and Chairperson of the South Windsor Walk & Wheel Ways announced that on September 21, 2019, there will be an event to celebrate the new sidewalks on the Buckland Road and Sullivan Avenue. The celebration will begin at 11:00 a.m. in front of the South Windsor Public Library.

Mrs. Hole then informed the Council and public that the 4th Grade Bicycle Education Safety program would begin on September 23, 2019, at the new Orchard Hill Elementary School. On October 7, 2019, the program will be held at Pleasant Valley Elementary School. The South Windsor Walk & Wheel Ways are looking for volunteers to help with this program. Mrs. Hole reminded everyone that as the days get shorter, riders should have a white light on the front of their bikes, a red light on the back of their bikes, and should wear bright reflective clothing.

Mr. Toby Lewis, 32 Linda Lane stated on October 26, 2019, Avery Street Church will hold a Children Trunk and Treat from 6:00 p.m. to 7:30 p.m. in the parking lot. Mr. Lewis then requested that South Windsor be a Town that says no to tolls and encourages the Town Council to discuss this issue during a meeting.

19. Executive Session

At 7:24 p.m. Deputy Mayor Pendleton made a motion to suspend the rules to go to Item 19. Executive Session to discuss a personnel issue (evaluation of the Clerk of the Council), a possible tax assessment agreement which would result in disclosure of public records or information contained therein which is exempt from disclosure at this time pursuant to Connecticut General Statutes §1-210(b)(1) and §1-210(b)(5)(B), and to discuss pending litigation (460 Miller Road) pursuant to Connecticut General Statutes §1-210(b)(4) and §1-200(6)(E). Councilor Hockenberry seconded the motion; and it was approved, unanimously.

The following individuals went into Executive Session: Mayor Paterna; Deputy Mayor Pendleton; Councilor Delnicki; Councilor Hockenberry; Councilor Lopez; Councilor Lydecker; Councilor Maneeley; Councilor Riley (recused himself from discussion on pending litigation (460 Miller Road); Michael Maniscalco, Town Manager; Vanessa Perry, Assistant Town Manager/Director of Human Resource, and Attorney Richard Carella from Updike, Kelly & Spellacy, P.C.

(Executive Session Continued on Next Page)

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Revised Minutes

Page 4

September 16, 2019

ITEM:

19. Executive Session (*Continued*)

At 8:22 p.m. Deputy Mayor Pendleton made a motion to adjourn Executive Session. Councilor Maneeley seconded the motion; and it was approved, unanimously.

At 8:24 p.m. the Regular Meeting reconvened.

Deputy Mayor Pendleton made a motion to suspend the rules to go to Item 15. C. on the agenda. Councilor Riley seconded the motion; and it was approved, unanimously.

15. New Business

C. Resolution Authorizing an Appropriation from the Contingency Fund for a Traffic Calming Study for the Laurel Street Area

WHEREAS, the Town has received a petition from the Laurel Street residents regarding traffic concerns; and

WHEREAS, in order to prepare a Traffic Calming Study, it will be necessary to hire a consultant to collect additional field data and evaluate that data for developing recommendations; and

WHEREAS, the cost of the Traffic Calming Study is estimated to be \$13,200

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby authorizes a transfer of \$13,200 from the Contingency Account to a Capital Project Account to conduct a Traffic Calming Study of the Laurel Street Neighborhood.

Was made by Councilor Lydecker
Seconded by Deputy Mayor Pendleton

(Resolution Continued on Next Page)

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Revised Minutes

Page 5

September 16, 2019

ITEM:

15. C. (Continued)

Answering questions from the Council, Mr. Maniscalco explained that the Town did an RFP for this project.

Councilor Delnicki questioned why the Town is not doing something temporary until after the winter? Mr. Maniscalco stated that after discussions with the Chief of Police, he learned that there are traffic standards that a municipality is required to maintain and according to those traffic standards, temporary speed bumps on public roads are not allowed.

Answering further questions, Mr. Maniscalco stated that the traffic study would take place on Laurel Street and surrounding roads. The consultants will be doing the study and could come up with several recommendations.

Mayor Paterna called for a vote on the motion; it was approved, unanimously.

Deputy Mayor Pendleton made a motion to suspend rules to go to Item 15. B. on the agenda. Councilor Lydecker seconded the motion; and it was approved, unanimously.

B. Resolution Authorizing Town Manager Michael Maniscalco or His Designee to Establish a Composting Program

WHEREAS, the Town of South Windsor annually generates green waste from its curbside leaf pick-up program and other works for the process of composting; and

WHEREAS, the product of the composting process, hereby known as "compost", has historically been sold via an auction approach; and

WHEREAS, it would be in the Town's best interest to set rates for the inbound and outbound wholesale, or non-wholesale of compost and compost bi-products and feedstocks, based upon market trends and other factors

(Resolution Continued on Next Page)

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Revised Minutes

Page 6

September 16, 2019

ITEM:

15. B. (Continued)

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council, pursuant to Section 82-104 Rules and Regulations of the Town Charter, hereby approves the Town Manager or his designee, the right to establish and promulgate reasonable rules and regulations as to the manner, days and times, and charges for the collection, sorting, transportation, sale and/or marketing of recyclable material, particularly compost and compost bi-products, in order to encourage the recovery of material resources while minimizing the cost of the recycling program.

Was made by Deputy Mayor Pendleton
Seconded by Councilor Hockenberry

Mr. Gantick informed the Council that there would be free compost for residents.

Mr. Maniscalco explained that the wholesale compost is for larger organizations. The ultimate goal of this project is to get to the point where the Town will be covering the costs of the leaf collection in the future. Mr. Gantick explained that the leaf program does not benefit everyone like the commercial and industrial areas. The Town is trying to reduce costs to the taxpayers and provide additional services. If there are any changes that need to be implemented into this program, those changes will be brought to the Council. Eventually, the Town will look to remove cost expenditures in the Public Works budget by doing this program. The Town will be giving the residents a viable place in South Windsor to bring some of their yard waste, which will help to reduce the total tonnage and keep costs down.

Mr. Maniscalco then explained that the Town is looking to charge commercial entities who will be buying large amounts of compost.

Mayor Paterna explained that in the future, the Council always has the ability to vote to maintain the free compost to residents.

Mr. Stetson informed the Council that the compost is sent to Penn State Lab, who tests the quality of the compost. When the Town sells the compost or gives it to the residents, the Town knows it is a good clean product.

(Resolution Continued on the Next Page)

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Revised Minutes

Page 7

September 16, 2019

ITEM:

15. B. (Continued)

Mayor Paterna announced that if any Council members want to visit the facility to see how the compost is made, they can go to the Town Garage on Wednesday, September 18th, at 8:00 a.m.

Mr. Stetson explained to the Council that the process of composting has become extremely fast. For one-year worth of leaves, it would take the Town approximately 55 days per year to turn that into compost. The composting machine can turn two-year's worth of leaves in one day.

Mayor Paterna stated that the unknown portion of this program is how many people from outside of Town would commercially come in and buy the compost. There is potential for this program to become a regional operation.

Mayor Paterna called for a vote on the motion; it was approved, unanimously.

7. Adoption of Minutes of Previous Meetings

BE IT RESOLVED that the South Windsor Town Council hereby approves the Minutes of the following Town Council Meeting: Regular Meeting Minutes of September 3, 2019.

Was made by Councilor Lopez
Seconded by Councilor Delnicki
The motion was approved, unanimously

8. Public Petitions

None

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Revised Minutes

Page 8

September 16, 2019

ITEM:

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

Councilor Hockenberry, Liaison to the Human Relations Commission announced that on Saturday, September 21, 2019, International Day of Peace will be held in conjunction with the South Windsor Public Library at the Farmers Market. The event would be held from 9:30 a.m. to 11:30 a.m.

Councilor Riley stated that the Parks and Recreation Commission held a tremendous 50th Anniversary celebration with a great turnout.

Councilor Pendleton, Liaison to Wood Memorial informed the Council and public that on Saturday, September 21, 2019, The Harvest Moon Dinner is being held at Wood Memorial Library and Museum. Tickets can be purchased by going on the website. The funds will go to complete the Native Village.

10. Reports from Standing Committees

None

11. Reports of Temporary Committees

None

12. Public Participation (Items on the Agenda)

Mr. Paul Burnham, 25 Pear Tree Lane, and a member on the Economic Development Commission came before the Council and explained that the Commission would like to be involved with the different projects going on in Town instead of reading about projects in the newspaper. It is hopeful that the Commission will be able to work with the Town Manager.

13. Consent Agenda

None

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Revised Minutes

Page 9

September 16, 2019

ITEM:

14. Unfinished Business

None

15. New Business (Continued)

A. Possible Action on Executive Session Items

Mayor Paterna recessed the Regular Meeting at 9:00 p.m. The Regular Meeting reconvened at 9:02 p.m.

Councilor Riley recused himself from this item.

BE IT RESOLVED that the South Windsor Town Council hereby hires Attorney Richard Carella of Updike, Kelly & Spellacy, P.C. to represent the Town of South Windsor on all legal matters associated with 460 Miller Road; and

BE IT FURTHER RESOLVED that the cost of these services shall not exceed \$80,000.

Was made by Deputy Mayor Pendleton
Seconded by Councilor Delnicki
The motion was approved, unanimously

D. Resolution Authorizing the Sale, Donation, or Disposal of Surplus Vehicles/Equipment

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

Was made by Councilor Maneeley
Seconded by Deputy Mayor Pendleton
The motion was approved, unanimously

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Revised Minutes

Page 10

September 16, 2019

ITEM:

15. New Business (*Continued*)

E. Resolution Waiving the Competitive Bidding Process for CivicPlus

WHEREAS, the Town of South Windsor is currently under contract with CivicPlus, who is the Town's current website provider, and would like to update the Town websites (Town, Police, and SWAN); and

WHEREAS, South Windsor and CivicPlus agree to modify terms set forth in our agreement; and

WHEREAS, the cost of this update is approximately \$5,750.00, which ordinarily requires the Town to go out to competitive bidding; and

WHEREAS, the effort for another vendor to build the Town's websites from scratch would cost between \$20,000 to \$25,000

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

Was made by Councilor Hockenberry
Seconded by Councilor Delnicki

Answering questions from the Council, Mr. Maniscalco explained that anything under \$5,000 does not need to go through the bidding process. The website has not been improved upon for approximately three years. The vendor will make the website more user-friendly and easier to search for items. The vendor will not go any lower than \$5,750.00 to do these improvements to the website.

Councilor Lydecker voiced her concerns regarding the wording in the contract under payment and would like to make sure the vendor is getting their final payment when the website goes live. Mr. Maniscalco stated that he would have that straighten out.

Mayor Paterna called for a vote on the motion; it was approved, unanimously.

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Revised Minutes

Page 11

September 16, 2019

ITEM:

15. New Business (Continued)

F. Resolution Adjusting the Car Allowance for the Town Manager and Assistant Town Managers

WHEREAS, the Town of South Windsor employs a Town Manager with an employment contract, and in turn, the Town Manager employs two Assistant Town Managers with letter agreements; and

WHEREAS, all agreements were voted on and approved by the Town Council on March 26, 2019, and December 18, 2017, respectively; and

WHEREAS, each of the above-noted agreements identifies a car allowance in the amount of \$700 for the Town Manager and \$750 for the Assistant Town Managers; and

WHEREAS, through the Fiscal Year 2019/2020 budget cycle, the allowances for the Assistant Town Managers were reduced to \$600; and

WHEREAS, the Finance Department is required to view car allowances as additional income reducing the amount taken home by the above employees; and

WHEREAS, the Town is contractually obligated to provide specific amounts in a car allowance and wishes to meet its obligations

NOW, THEREFORE, BE IT RESOLVED that the Town Council effective September 16, 2019, will increase the amount of the Town Manager's Car Allowance from \$700 to \$750 to meet the Town's contractual obligation and directs the Town Manager to increase the Assistant Town Managers Car Allowance from \$600 to the contractually agreed-upon amount of \$750.

Was made by Councilor Riley
Seconded by Deputy Mayor Pendleton

(Resolution Continued on Next Page)

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Revised Minutes

Page 12

September 16, 2019

ITEM:

15. F. (Continued)

Councilor Riley stated that he feels a car allowance is given to an employee who uses a car for the job that they are performing. While the Assistant Town Managers may periodically use their vehicles, he does not think it is the most cost-effective way to compensate them for that use by giving them a car allowance and feels a more appropriate compensation would be a mileage allowance. Councilor Riley stated he feels the issue of allowing employees to take a car home and car allowance should be reviewed. Councilor Riley then stated that he never thought about whether this was a taxable item but thought it was a benefit and should not be raised to compensate employees for the amount being taxed, so he would not support this resolution.

Mayor Paterna explained that the resolution is not a question about taxable and non-taxable; it is a question about the total amounts being given.

Mr. Maniscalco stated that the Assistant Town Managers were not charged taxes at first and then towards the end of one year, they were charged all of the taxes for the year out of one paycheck. The resolution is requesting for the Assistant Town Managers go back to their contractual amounts of \$750.00 which is before taxes, and for the Town Manager to receive \$750.00 before taxes, which will end up being approximately \$700.00 as stated in his contract. So this resolution will raise all three car allowances to \$750.00 and then that amount will be a taxed.

Councilor Riley and Councilor Lydecker apologized to the employees who were affected by this benefit not being taxed previously and then having to pay the back taxes.

Mr. Maniscalco felt that if the Council does not honor their contractual obligations, there could be potential exposure in the future. The Council could renegotiate the Town Managers contract in the future, but the letters of agreement do not have an end date in the contract, therefore the Council would have to direct the Town Manager to renegotiate with the Assistant Town Managers, and that would come to the Town Council for approval.

(Resolution Continued on Next Page)

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Revised Minutes

Page 13

September 16, 2019

ITEM:

15. F. (Continued)

Councilor Maneeley questioned if the two employees could be compensated for the money they lost after being taxed? Mr. Maniscalco stated he could look into that in the future.

Councilor members discussed where the funds would come from to pay the car allowance that was taken out of the budget. Mr. Maniscalco stated that the funds could come from the Town Managers Account.

Councilor Riley stated that he would support the resolution because the amount for each employee will start at \$750.00 and then will be taxed instead of each employee bringing \$750.00 home after taxes.

Mayor Paterna called for a vote on the motion; it passed on a roll call vote of 7 to 1 with Councilor Delnicki voting in opposition of this resolution.

G. Resolution Authorizing Town Manager, Michael Maniscalco to Sign and Execute a Memorandum of Understanding with 360 Ellington Road, LLC ("Project Hammer")

WHEREAS, 360 Ellington Road, LLC ("Project Hammer"), intends to develop a commercial project at 360 Ellington Road; and

WHEREAS, after review by the Connecticut Environmental Policy Act (CEPA), the Big Sand Tiger Beetle (*Cincindela Formosa*), and Low Frostweed (*Crocanthemum Propinquum*), State Endangered Species, were found on the property and are using a small area within the site for breeding; and

WHEREAS, the CEPA review determined that Project Hammer could not incorporate on-site mitigation within the boundaries of the Project to preserve a habitat area for the Big Sand Tiger Beetles and Low Frostweed located on the site; and

(Resolution Continued on Next Page)

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Revised Minutes

Page 14

September 16, 2019

ITEM:

15. G. (Continued)

WHEREAS, the CEPA review determined that off-site mitigation measures at Barton Open Space, located at 75 Brookfield Street in the Town, would preserve the Big Sand Tiger Beetles and Low Frostweed

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby authorizes Town Manager, Michael Maniscalco to sign and execute a Memorandum of Understanding and any other necessary documentation with 360 Ellington Road, LLC ("Project Hammer").

Was made by Councilor Lopez
Seconded by Councilor Delnicki

Mr. Maniscalco explained to the Council that the Town was told that Project Hammer would need an agreement with the Town to house both the Tiger Beetle, as well as, the other plant life that lives on their property that is of a rare nature. The project will be giving the Town the dollar amount to cover the cost to maintain these habitats for the next five to ten years. The MOU has been sent to Project Hammer, but the Town has not heard back whether they are in agreement. If there is a significant change, the MOU will be brought back to the Council.

Deputy Mayor Pendleton made a friendly amendment to have the second paragraph to read as follows: WHEREAS, after review by DEEP of the Connecticut Environmental Policy Act (CEPA), the Big Sand Tiger Beetle (*Circindela Formosa*), and Low Frostweed (*Crocanthemum Propinquum*), State Endangered Species, were found on the property and are using a small area within the site for breeding. Councilor Lopez and Councilor Delnicki accepted the friendly amendment.

Mayor Paterna called for a vote on the motion; it was approved, unanimously.

(Resolution Continued on Next Page)

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Revised Minutes

Page 15

September 16, 2019

ITEM:

15. G. (Continued)

The resolution to read as follows:

WHEREAS, 360 Ellington Road LLC ("Project Hammer"), intends to develop a commercial project at 360 Ellington Road; and

WHEREAS, after review by DEEP of the Connecticut Environmental Policy Act (CEPA), the Big Sand Tiger Beetle (*Cicindela Formosa*), and Low Frostweed (*Crocanthemum Propinquum*), State Endangered Species, were found on the property and are using a small area within the site for breeding; and

WHEREAS, the CEPA review determined that Project Hammer could not incorporate on-site mitigation within the boundaries of the Project to preserve a habitat area for the Big Sand Tiger Beetles and Low Frostweed located on the site; and

WHEREAS, the CEPA review determined that off-site mitigation measures at Barton Open Space, located at 75 Brookfield Street in the Town, would preserve the Big Sand Tiger Beetles and Low Frostweed

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby authorizes Town Manager, Michael Maniscalco to sign and execute a Memorandum of Understanding and any other necessary documentation with 360 Ellington Road, LLC ("Project Hammer").

Mayor Paterna called for a vote on the motion; it was approved, unanimously.

H. Resolution Authorizing Town Manager Michael Maniscalco to Sign and Execute a Memorandum of Understanding with 475 Governors Highway, LLC ("Governors")

WHEREAS, 475 Governors Highway, LLC ("Governors"), intends to develop a commercial project at 475 Governors Highway; and

(Resolution Continued on Next Page)

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Revised Minutes

Page 16

September 16, 2019

ITEM:

15. H. (Continued)

WHEREAS, after review by the Connecticut Environmental Policy Act (CEPA), the Big Sand Tiger Beetle (*Cicindela Formosa*), State Endangered Species, was found on the property and is using a small area within the site for breeding; and

WHEREAS, the CEPA review determined that Governors could not incorporate on-site mitigation within the boundaries of the Project to preserve a habitat area for the Big Sand Tiger Beetles located on the site; and

WHEREAS, the CEPA review determined that off-site mitigation measures at Barton Open Space, located at 75 Brookfield Street in the Town, would preserve the Big Sand Tiger Beetles

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby authorizes Town Manager, Michael Maniscalco to sign and execute a Memorandum of Understanding and any other necessary documentation with 475 Governors Highway, LLC ("Governors").

Town Manager, Michael Maniscalco advised the Council not to take any action on this resolution until an issue has been resolved between DEEP and the developer.

I. Resolution Authorizing Town Manager, Michael Maniscalco to Execute and Deliver any and all Documents Deemed to be Necessary or Appropriate to the State of Connecticut, Department of Emergency Management and Homeland Security on behalf of the Town of South Windsor

BE IT RESOLVED that the Town of South Windsor may 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 2019 State Homeland Security Grant Funding and Custodial Ownership of Regional Assets in DEMHS Region 3"; and

(Resolution Continued on Next Page)

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Revised Minutes

Page 17

September 16, 2019

ITEM:

15. I. (Continued)

BE IT FURTHER RESOLVED that Michael Maniscalco, Town Manager of the Town of South Windsor is hereby 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 2019 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.

Was made by Councilor Maneeley
Seconded by Deputy Mayor Pendleton

Mr. Maniscalco explained that this is a standard resolution that the Council passes every year in order to be eligible for grant monies in the amount of \$13,000 or \$14,000.

Mayor Paterna called for a vote on the motion; it was approved, unanimously.

J. Resolution Inviting the Minority Leader or Their Designee to the Agenda Meetings

WHEREAS, an agenda meeting is held prior to each Council meeting in order to set the agenda; and

WHEREAS, at this meeting, the Mayor or their designee is present; and

WHEREAS, depending upon the will of the Mayor, the minority leader or their designee may or may not be invited to the agenda meeting; and

WHEREAS, consistency in the attendees should be established for the agenda meetings so that both majority and minority members receive the same information at the same time

(Resolution Continued on Next Page)

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Revised Minutes

Page 18

September 16, 2019

ITEM:

15. J. (Continued)

NOW, THEREFORE, BE IT RESOLVED that both the Mayor or their designee, and the minority leader or their designee shall both be invited to the agenda meeting; and

BE IT FURTHER RESOLVED that those participating in the agenda meetings for Regular Meeting shall receive a print out of the date and time of each meeting.

Was made by Councilor Delnicki
Seconded by Councilor Riley

Councilor Delnicki explained that she brought this resolution forward in order to have minority representation at the agenda meeting.

Councilor Maneeley stated that she is the minority leader and would like to appoint Councilor Snyder, Councilor Riley, or Councilor Delnicki to attend the meetings at this time.

Mayor Paterna made a motion to table this item because he had sent Councilor Maneeley an invitation to be present at all future agenda meetings. The email also stated that if she could not attend a meeting, she could designate another member to attend. Councilor Hockenberry seconded the motion; and the motion passed on a roll call vote of 6 to 2 with Councilor Riley and Councilor Delnicki opposing the motion to be tabled.

K. Resolution Accepting the Resignation of Nadine Caron (R) from the Historic District Commission

BE IT RESOLVED that the South Windsor Town Council hereby accepts, with regret, the resignation of Nadine Caron (R) from the Historic District Commission; and

BE IT FURTHER RESOLVED that the South Windsor Town Council extends its thanks to Nadine Caron for the time she has dedicated to serving here community by her membership on the Historic District Commission

(Resolution Continued on Next Page)

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Revised Minutes

Page 19

September 16, 2019

ITEM:

15. K. (Continued)

Was made by Councilor Riley
Seconded by Deputy Mayor Pendleton

Councilor Riley reminded the public that the Town Council would like to have people get involved in our community and welcomed anyone interested to contact the Republican Town Committee, Democratic Town Committee, or the Town Council.

Mayor Paterna called for a vote on the motion; it was approved, unanimously.

**L. Discussion Item: Establishing a Committee for the 2020 Census
(requested by Mayor Paterna)**

Mayor Paterna explained that he and the Town Manager would be meeting with a representative of the Federal Census Group to discuss forming a Committee to make sure the Census is conducted in the right way.

Mr. Maniscalco stated that the census is done every ten years, and it is important to get an accurate count as possible because funding is related to these numbers.

Councilor Lopez explained that it is his understanding that this is going to be one of the most complex census taken because of the complex households and increase in diversity. Libraries and Towns will be playing a major role in this census because there is a push to do the census through the internet.

16. Passage of Ordinance

None

17. Public Input/Participation (Any Matter)

None

TOWN COUNCIL
TOWN OF SOUTH WINDSOR

Revised Minutes

Page 20

September 16, 2019

ITEM:

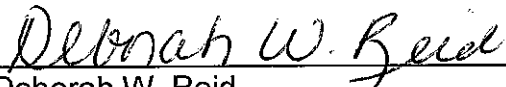
18. Communications and Petitions from Council

None

20. Adjournment

At 9:53 p.m. p.m., Councilor Delnicki made a motion to adjourn the Regular Meeting. Deputy Mayor Pendleton seconded the motion; and it was approved, unanimously.

Respectfully submitted,



Deborah W. Reid
Clerk of the Council

VEHICLE SURPLUS

VEHICLE ID	YEAR	MAKE	MODEL	VIN#	REASON TO BE REMOVED FROM SERVICE	DEPARTMENT
2095	2008	FORD	F150	1FTRX14W28FB10466	REPAIR COST EXCEEDS ITEMS VALUE	STREET
NA	1973	EMPIRE	450GGW-8E	438-113	REPAIR COST EXCEEDS ITEMS VALUE	STREET
2098	1994	INTERNATIONAL	2574	1HTGGADT8SH627850	REPAIR COST EXCEEDS ITEMS VALUE	STREET
2088	1979	ERIC	TRAILER	579U81193	REPAIR COST EXCEEDS ITEMS VALUE	STREET
2085	2003	GMC	K1500	2GTEC19T621194797	REPAIR COST EXCEEDS ITEMS VALUE	STREET
2293	1998	NEW HOLLAND	155	204691	HAD EQUIPMENT REPLACEMENT	STREET
2294	2009	NEW HOLLAND	155	Y8N013451	HAD EQUIPMENT REPLACEMENT	STREET
5070	1991	INTERNATIONAL	4600	1HTSCNKMXXMH374218	REPAIR COST EXCEEDS ITEMS VALUE	STREET
5304	1997	TORO	SAND PRO	30788-70860	DISMANTLED FOR PARTS	PARKS
NA	NA	JOHN DEERE	NA	NA	REPAIR COST EXCEEDS ITEMS VALUE	PARKS
6067	1968	ONAN	GENERATOR	2471	CAN NO LONGER OBTAIN PARTS	STREET
NA	NA	NEW HOLLAND	520	769411	HAD EQUIPMENT REPLACEMENT	PC
2132	NA	ODB	LCT6000	10064513	DISMANTLED FOR PARTS	STREET
NA	NA	SMALL	TRAILER	NA	REPAIR COST EXCEEDS ITEMS VALUE	STREET
NA	NA	55 GALLON	DRUM	NA	NO FURTHER USE FOR THIS ITEM	STREET
NA	NA	SMALL	TRAILER	SCRAP ONLY	REPAIR COST EXCEEDS ITEMS VALUE	PC
NA	NA	TIRE	TRAILER	SCRAP ONLY	REPAIR COST EXCEEDS ITEMS VALUE	STREET
2133	NA	ODB	LCT6000	7074749	DISMANTLED FOR PARTS	STREET