

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

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February 1, 2016

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

1. Call Meeting to Order

Mayor Delnicki called the Regular Meeting to order at 7:01 p.m.

4. Roll Call

Members Present: Mayor Thomas Delnicki
Deputy Mayor Carolyn Mirek
Councilor M. Saud Anwar
Councilor William Carroll (arrived at 7:15 p.m.)
Councilor Edward Havens
Councilor Lisa Maneeley
Councilor Liz Pendleton
Councilor Matthew Riley

Members Absent: Councilor Janice Snyder

Also Present: Matthew B. Galligan, Town Manager
Keith Yagaloff, Town Attorney

5. Public Input

Mr. Robert Dickinson, 19 Birch Road and a member of the South Windsor Walk & Wheel Ways came before the Town Council to present a SHARO stencil that will be given to the South Windsor Public Works Department for use in marking frequently used bike routes on various road throughout Town. This SHARO will guide bicyclists on where to ride and remind motorists to be alert for bicycles along the route.

Mr. Ken Sek, 285 Griffin Road, a member of the South Windsor Walk & Wheel Ways, mentioned that Eversource is working on the power lines throughout Town. South Windsor Walk & Wheel Ways will try to coordinate with them in the future to see if some of the land under the power lines can be used to improve the biking capabilities in Town as well as pedestrian walk ways.

Mr. Robert O'Connor, 126 Krawski Drive, a member of the South Windsor Walk & Wheel Ways came forward and thanked the Public Works Department.

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ITEM:

5. Public Input *(Continued)*

They have helped with the creation of the SHARO signs. The signs will remind people throughout Town to share the road with bicyclists and pedestrians. Mr. O'Connor reminded the public that they should walk against traffic and bike with traffic.

Mr. Jim Throwe, 1330 Main Street came forward and stated that the Town Council has the rare opportunity to take over control of the street lights and replace them with LED streetlights. The Council should not wait for prices to go down and should begin this project right away.

Mr. Don Gonsalves, 40 Bayberry Trail questioned why it takes 175 days to get an audit report when the private sector can get an audit report in 30 days. There may be a limited amount of auditor firms out there and it may cost the Town money. If that is the reason then I can accept that. Another question is why do the auditors compare the result to the final budget? The final budget is never discussed here. What is the difference between the original budget and final budget? The audit report should be against the original budget. An item in the audit that he feels is incorrect is the way over or under is used; the auditor should be using favorable or unfavorable. Footnotes should also be used in the audit report. They were not used in last year's audit report.

Mr. Roy Normen, Homestead Drive came forward to speak in favor of farmland development acquisition rights. Mr. Normen stated he would like to see it broadened out a little more and is hoping that the policy would go beyond the purchasing of development rights and also acquire development rights. All of the farmland throughout Town should be looked at.

Mr. Joe Kennedy 81 Alison Drive came before the Town Council to urge the Council to support the resolution of the use of development rights for farmland preservation.

Mr. Dwight Johnson explained to the Town Council that he is upset that the Tri-Town Homeless Shelter will be closing as well as another shelter in Manchester. Mr. Johnson requested the Town Council to seek a regional solution.

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5. Public Input (Continued)

Mr. Tim Shepard, 45 Newberry Road thanked the Town Council for recognizing the value of purchasing development rights. This endeavor will open the door for many other opportunities and gives landowners the method to preserve farmland in South Windsor.

Mr. Andy Paterna, 301 Strawberry Lane came forward and explained that there was a meeting held this morning regarding the purchase of development rights. There were approximately 50 landowners from South Windsor in that meeting which shows there is a high level of interest from landowners in this Town to preserve farmland and the purchasing of development rights is certainly one option. Mr. Paterna stated he is here tonight to support the resolution. This resolution will open the door for farmland preservation through purchasing development rights, but it also opens the door to other options. This will help to bring in public and private partners to the Town.

Ms. Jessica Glass, 1837 Main Street stated that there are exquisite soils in South Windsor as stated at the meeting this morning. Ms. Glass said she is in favor of the resolution tonight for the purchase of development rights.

6. Environmental Health & Safety Message

Deputy Mayor Mirek informed the Council and public that it is American Heart Month and reminded everyone to see their physicians. It is also Children's Dental Health Month. Parents should help their children and supervise their oral health.

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 Meetings: Regular Meeting Minutes of January 19, 2016.

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

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ITEM:

8. Public Petitions

None

9. Communications from Officers and Boards Directly Responsible to Council

Ms. Ginny Hole from the Historic District Commission came before the Town Council and explained she wanted to take this opportunity to share with the Council the work that the Historic District Commission has been doing over the past ten years. In 2005 a Windshield Survey was done in order to do a historic research inventory of the entire Town. The Historic District Commission obtained grants in the amount of \$40,000 which funded the entire project. There were 157 properties in the first phase, 101 in Phase II, and 110 in Phase III. The first two reports have been published and are available in the Town Libraries. It is hopeful to have them available for sale to the public in the future or to have them on-line. The consultants are here tonight to explain the project and show some of the buildings throughout Town.

Mr. Lucas Karmazinas, Future Past Preservation and Tod Bryant, Heritage Resources came before the Town Council to show the Historic Resources Inventory of the Town of South Windsor, Phase III, as shown in attached **Exhibit A**.

Councilor Havens stated that this presentation has introduced the historical part of South Windsor's community to the newer part of South Windsor's community. The Town should preserve its character and remind residents the valuable Town they live in.

Councilor Pendleton requested that the presentation be put onto the Town's website. In Virginia there is a program called Endangered Historical Places. There is a list of endangered buildings, parks, etc., and she questioned if there is anything like that in Connecticut and if not, is there a way to identify things in Connecticut like this?

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ITEM:

9. Communications from Officers and Boards Directly Responsible to Council
(Continued)

Mr. Karmazinas explained that The Connecticut Trust for Historic Preservation does a list every year consisting of the nine most endangered properties. There is a National List from the National Trust for Historical Preservation of the ten most endangered properties. The Historic District Commission could certainly put something together like that for South Windsor. Mr. Karmazinas encouraged the Historic District Commission to draft an endangered properties list for South Windsor.

Deputy Mayor Mirek stated that she found it interesting that the barns and the tobacco sheds were included in the report and felt it is important to preserve them.

Ms. Macro explained to the Council that the Connecticut Historic Preservation puts out a news letter that has a section on endangered Connecticut properties in hopes that someone will step forward with historical properties to find an alternative to demolishing a property. Ms. Macro informed the Council that the consultants that the Town has worked with have felt that South Windsor's Main Street is one of the finest in the State.

At 8:00 p.m. Mayor Delnicki recessed the Regular Meeting in order to call the Public Hearing to order. The Regular Meeting reconvened at 8:10 p.m.

Mr. Chuck Warrington and Mr. Mark Sklenka from Colliers International came before the Council to give an update of the South Windsor Orchard Hill Elementary School project, as shown in attached, **Exhibit B**.

Answering questions from Council members, Mr. Warrington explained that included in the plan is the design for solar panels on the roof. The cost would be \$350,000 which was not in the budget. There are other alternatives that could be looked at in the future such as power purchase agreements. A vendor will install the solar for free and then the Town would buy it back from them. Geothermal was also looked at which cost approximately \$1,000,000 which also in not in the budget. The multi-purpose playing field at the school is almost the size of a full size soccer field with some run out space. It is sloped to drain but does not have

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ITEM:

9. Communications from Officers and Boards Directly Responsible to Council
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irrigation. The field is within the project budget and will be built with this project. Both playgrounds will be fully fenced with black chain linked fence. The State security standards have been incorporated into the design. The ground breaking for this project is scheduled for Saturday, February 20, 2016. An alternate date has been set for Wednesday, February 24, 2016. The completion date is scheduled for April 30, 2017 with the project being ready for the August 2017 school year. The gym is not a full size gym and has a rubberized floor. It will be reviewed to see if latex is used in the gym flooring. After a finding is complete, Mr. Warrington said he would inform the Town Manager. The façade of the building is made of masonry and is being constructed to last 30-50 years. It has a full envelop with an air vapor barrier to prevent moisture and air to go through. All of the materials such as supplies, tables, desks, etc. are in the full project budget. Mr. Warrington explained the bidding process and why one bidder withdrew and one was disqualified. Mr. Warrington went on to explain that the building is ADA compliant and anyone disabled would have the ability to access the entire building. The project is approximately \$1,400,000 under construction budget. It would be up to the Public Building Commission if they would like to incorporate a full size gym into the project at this time. There would be a significant design and redesign cost associated with doing something like this, not to mention the construction cost. If something new was incorporated into the project at this time it could also delay the project. There have been discussions with Dr. Carter about possibly incorporating a full size gym in the next phase. Mr. Galligan added that there would be a reimbursement issue with incorporating additional items into the budget at this time. If the Town were to go beyond certain criteria of the State, the State would not reimburse the Town. Mr. Warrington explained that presently the Town is receiving 100% of the reimbursement rate and is not exceeding the square footage requirements. The reimbursement rate at this time is approximately 33.65% or 34.65%. Mr. Warrington explained the State requirements of building a new school versus doing a renovation.

Councilor Pendleton made a motion to suspend the rules in order to go to Item 14. E. Councilor Anwar seconded the motion; and it was approved, unanimously.

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ITEM:

14. New Business

E. Resolution Creating a Farmland Purchasing Development Rights Policy and Farmland Purchasing Development Rights Account

WHEREAS, one of the stated goals of the Town of South Windsor is to preserve farmland and to support the vitality and inherent cultural, commercial and historic value of active family farming in South Windsor as described in the South Windsor Open Space Plan which is a part of the South Windsor Plan of Conservation and Development; and

WHEREAS, in the past 25 years the Town's referendums concerning farmland or open space preservation have received approval and support from the South Windsor taxpayers; and

WHEREAS, the Town's agricultural corridor and Main Street greenway is considered a valuable clustered farming region and other areas of South Windsor have been important areas of focus for farmland preservation; and

WHEREAS, the Town Council has previously discussed and expressed consensus for supporting the preservation of farmland in South Windsor; and

WHEREAS, the Town Council has requested that the Mayor of South Windsor submit a written request to the United States Department of Agriculture for a study to be conducted to identify locally important farmland soils; and

WHEREAS, Town Council has been in communication with the South Windsor Agricultural Land Preservation Advisory Commission (SWALPAC), the South Windsor Open Space Task Force (OSTF) and the South Windsor Food Alliance, about their support for farmland preservation in South Windsor; and

WHEREAS, the Town Council wishes to implement a collaborative effort between local, regional, State and Federal farmland preservation groups; and

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ITEM:

14. E. (Continued)

WHEREAS, the Town Council seeks to obtain from this collaborative effort, grants and other financial resources to be used in conjunction with the Town's open space funds, support from public and private foundations and organizations, as well as the transfer of development rights and acquisitions for farmland preservation from private landowners; and

WHEREAS, the Town Council wishes to establish a dedicated financial account to be funded with monies designated for farmland preservation

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby directs the Town Manager to develop a "Farmland Acquisition and Purchasing Development Rights" policy, which policy shall be approved by the Town Council, and further directs the Town Manager to create a "Farmland Purchasing Development Rights" account, for the purposes set forth in this resolution.

Was made by Councilor Anwar
Seconded by Councilor Havens

Councilor Anwar stated that he would be supporting this resolution. There have been previous discussions on this subject and there is support from various members of the public. There will be future discussions with various groups in order to maximize the benefit to taxpayers.

Answering question from Councilor Riley, Mr. Galligan explained that the Town currently has the ability to purchase development rights, conservation easements and other types of rights that would allow the Town to acquire land for farmland preservation as shown in a previously approved bond resolution. There are funds available in the amount of \$2,000,000 from the bond issue and \$600,000 or \$700,000 left in the account from a previous bond issue. There are no guidelines but Mr. Galligan felt that as the Town is creating a policy, the Town should follow the guidelines of the State. The Open Space Task Force has a plan of development and the Town has a way of prioritizing and indicating which properties we are interested in. This resolution directs the Town Manager how the Town Council would like to move forward.

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ITEM:

14. E. (Continued)

Councilor Havens stated that he would support this resolution which will give the Town property while keeping the farmers in business.

Council members discussed at length the creation of a Farmland Purchasing Development Rights account. Mr. Galligan informed the Council that there is no need to have a dedicated account for Farmland Purchasing Development Rights because the bond resolution is very clear what the money can be used for. Also, there is already a dedicated fund for open space whether the Town receives the funds through a conservation easement, development rights easement or an outright purchase. Mr. Galligan also suggested that the policy be called "Farmland Acquisition and Purchasing Development/Conservation Rights" policy.

Councilor Pendleton stated she would support this effort for the preservation of farmland.

Councilor Carroll also voiced his support for this resolution

Councilor Anwar made a motion to amend the last paragraph to read, "NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby directs the Town Manager to develop a "Farmland Acquisition and Purchasing Development /Conservation Rights" policy, which policy shall be approved by the Town Council." Also the paragraph above this to read, "WHEREAS, the Town Council continues a dedicated financial account to be funded with monies designed for farmland preservation". Councilor Pendleton seconded the amendment; and it was approved, unanimously.

Mayor Delnicki called for a vote on the amended resolution; it was approved, unanimously.

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ITEM:

14. E. (Continued)

The resolution to read as follows:

WHEREAS, one of the stated goals of the Town of South Windsor is to preserve farmland and to support the vitality and inherent cultural, commercial and historic value of active family farming in South Windsor and described in the South Windsor Open Space Plan which is a part of the South Windsor Plan of Conservation and Development; and

WHEREAS, in the past 25 years the Town's referendums concerning farmland or open space preservation have received approval and support from the South Windsor taxpayers; and

WHEREAS, the Town's agricultural corridor and Main Street greenway is considered a valuable clustered farming region and other areas of South Windsor have been an important area of focus for farmland preservation; and

WHEREAS, the Town Council has previously discussed and expressed consensus for supporting the preservation of farmland in South Windsor; and

WHEREAS, the Town Council has requested that the Mayor of South Windsor submit a written request to the United States Department of Agriculture for a study to be conducted to identify locally important farmland soils; and

WHEREAS, Town Council has been in communication with the South Windsor Agricultural Land Preservation Advisory Commission (SWALPAC), and the South Windsor Open Space Task Force (OSTF) and the South Windsor Food Alliance, about their support for farmland preservation in South Windsor; and

WHEREAS, the Town Council wishes to implement a collaborative effort between local, regional, State and Federal farmland preservation groups; and

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ITEM:

14. E. (Continued)

WHEREAS, the Town Council seeks to obtain from this collaborative effort grants and other financial resources, to be used in conjunction with the Town's open space funds, support from public and private foundations and organizations, as well as the transfer of development rights and acquisition for farmland preservation from private landowners; and

WHEREAS, the Town Council continues a dedicated financial account to be funded with monies designated for farmland preservation

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby directs the Town Manager to develop a "Farmland Acquisition and Purchasing Development/Conservation Rights" policy, which policy shall be approved by the Town Council.

10. Reports from Standing Committees

None

11. Reports of Temporary Committees

None

12. Consent Agenda

Councilor Maneeley made a motion to approve Agenda Items 13. A. (*) through 13. B. (*); as the Consent Agenda. Councilor Anwar seconded the motion; and it was approved, unanimously.

13. Unfinished Business

***A. Resolution Reappointing Scott Andrusis to the Redevelopment Agency**

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Scott Andrusis to the Redevelopment Agency for a term ending December 31, 2019.

(Approved by Consent Agenda)

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ITEM:

13. Unfinished Business

***B. Resolution Reappointing Barbara Barbour to the Redevelopment Agency**

BE IT RESOLVED that the South Windsor Town Council hereby reappoints Barbara Barbour to the Redevelopment Agency for a term ending December 31, 2020.

(Approved by Consent Agenda)

14. New Business

A. Resolution Accepting the Resignation of Carol Heffler (R) from the Inland Wetlands Agency/Conservation Commission

BE IT RESOLVED that the South Windsor Town Council hereby accepts with regret, the resignation of Carol Heffler (R) from the Inland Wetlands Agency/Conservation Commission, said resignation to be effective immediately; and

BE IT FURTHER RESOLVED that the South Windsor Town Council extends its thanks to Carol Heffler for the time she has dedicated to serving her community by her membership on the Inland Wetlands Agency/Conservation Commission.

Was made by Mayor Delnicki
Seconded by Councilor Anwar

Mayor Delnicki stated that Carol served on IWA/CC for 24 years and 18 years on Open Space. She gave a lot of time to the community and she is going to be a tremendous loss. Mayor Delnicki wished Carol well and said he is sorry to see her go.

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

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ITEM:

14. New Business (Continued)

B. Discussion Item: 2014/2015 Audit Review (*requested by Town Manager, Matthew B. Galligan*) Blum, Shapiro & Company, P.C. to be present

Mr. Gerry Paradis, Partner at Blum, Shapiro & Co., LLC came before the Council to review the 2014/2015 audit. The Council received a three page letter which informs the Council of any thing that has or has not happened during the audit process. There were no matters to report during this audit. On the federal report, last year the Town expended approximately \$1,800,000 in federal funds. There were no material weaknesses or significant deficiencies to report. On the state report, last year the Town expended approximately \$17,600,000 in state funds. There was a material weakness found in the Small Towns Economic Program. The semi-annual balance sheet and statement program costs were not filed during the year. It was recommended that the Town implement procedures to ensure the proper filing of the reports going forward. Management responded that procedures will be development to ensure the proper filing of reports in accordance with STEAP grants in the future. The last item to discuss is the financial statement report which includes the independent auditors report, basic financial statements, required supplementary information, and management discussion and analysis. Mr. Paradis went into further detail of each section of the report and also discussed the changes of the pension plan, the requirement of the restatement, disclosure of the teachers pension plan, required supplemental information, budgetary schedules, RSI schedules, comparative balance sheet for the general fund, general fund unassigned fund balance, tax collections which were 98 ½%, and other funds that the Town maintains. The report concludes with the fiduciary assets and liability statement; and the schedule of debt limitation.

Answering questions from the Council, Mr. Paradis explained that the omission of the semi-annual balance sheet and statement program costs was a fairly easily correctable item which have been filed and will not affect the Town in getting future grants. WPCA funds can operate under an enterprise fund or a special revenue fund. South Windsor operates under a special revenue fund and when you do that, any capital activities that have been going on will be reported in a capital project fund, separate from the special

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ITEM:

14. B. (Continued)

revenue fund. The accounting for an enterprise fund is more complicated, but the presentation is simpler. Councilor Anwar questioned if there is a way to report on the WPCA fund and have all the information in the same location? Mr. Paradis explained that the problem is there are certain standards that are required to be followed. Special Revenue funds have one purpose, Capital Projects have another purpose, and they are not reported together. The Finance Director should be able to draft something for the Council to show the make up of each fund.

Answering further questions, Mr. Paradis stated that there was not a delay in issuing the audit report. Mr. Paradis explained that he specializes in Government audits and could not answer any questions related to private enterprise audits. They have totally different sets of standards.

Mr. Galligan explained to the Council that the reason the audit is done against the final budget is because during the year there may be transfers from one account to another for a project that was not in the original budget. Mr. Paradis added that the reporting standard requires the comparisons to be done against the final budget and if not done this way, the Towns reports would not meet industry standards.

Mayor Delnicki questioned if these standards for reporting also apply to the terminology used in the report? Mr. Paradis stated that yes, the recommended language usage by the GFOA is that over/under be used rather than favorable/unfavorable.

Mayor Delnicki then questioned if the Town was doing everything legally and as required? Mr. Paradis answered that the Town is.

Mr. Galligan reported that the total cost for debris pickup and removal from Storm Alfred was \$8,136,623. To date, the Town has been reimbursed by the Federal Government \$7,955,507. Mr. Galligan also noted that the Town of South Windsor has the lowest OPEB liability, (15% funded).

Ms. Vanessa Rossitto from Blum, Shapiro & Co., LLC came before the Town Council and introduced herself. Ms. Rossitto will be running the future audits for South Windsor.

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ITEM:

14. New Business *(Continued)*

- C. Resolution Authorizing the Town Manager to Proceed with the Acquisition of Street Lights on Town Roads and entering into an Implementation Contract with Ameresco, Inc.**

WHEREAS, on May 4, 2015 the Town Council authorized Town Manager, Matthew B. Galligan to enter into a Lease Purchase Agreement of up to \$1,500,000 for the acquisition of street and outdoor lighting equipment from Eversource Energy; and to enter into a contract with Ameresco, Inc. to prepare cost/benefit analysis for the potential purchase of LED retrofit of street and outdoor lighting equipment, prepare an investment grade audit of existing street and outdoor lighting equipment owned by Eversource Energy and provide and install selected LED street and outdoor lighting equipment; and

WHEREAS, the Town contracted with Ameresco, Inc. to complete the field audit and cost/benefit analysis, and these activities have been completed and show that the purchase of street lights would result in positive cash flow for the Town of South Windsor; and

WHEREAS, the Town has identified approximately 300 streets on State roads that are currently listed on the Town's street light account with Eversource Energy, for which the Town is currently paying an estimated annual fee of over \$70,000; and

WHEREAS, the Town wishes to proceed with the acquisition of street lights on Town roads only, while it evaluates its options on street lights on State roads

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ITEM:

14. C. (Continued)

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby authorizes Town Manager, Matthew B. Galligan to obtain Lease Purchase financing of up to \$1,500,000 and rebates for the acquisition and installation of LED streetlights on Town roads; to enter into a contract with Ameresco, Inc. to facilitate the acquisition of said street lights from Eversource Energy, to provide the selection and design of LED streetlights, to provide a demonstration project for public input, to secure and install the selected LED streetlights, and to assist with the Lease Purchase financing.

Was made by Councilor Havens
Seconded by Councilor Anwar

Mr. Galligan explained to the Council that although the State street lights were shown on the pro-forma, the Town will not be doing the State street lights at this time.

Councilor Riley pointed out that the pro-forma is attached to the minutes of the previous meeting. Councilor Riley stated that any decision that is made to move forward with installing the LED is separate and distinct from the savings that will be achieved by eliminating the cost associated with paying for the State roads. In the pro-forma, both savings are depicted. Eliminating the State street lights from the pro-forma will still give the Town a benefit of approximately \$1,000,000 over the 10 year period.

Answering questions from the Council, Mr. Galligan explained that the consultant had explained that the pricing of the lights has not changed, but the technology has gotten better. Mr. Galligan stated that he is good with what is being proposed and feels the Council should move forward.

Councilor Mirek explained that she is on the Energy Committee and is in favor of this proposal. The Committee reviewed this project carefully and it seems to be in the best interest of the Town.

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ITEM:

14. C. (Continued)

Councilor Pendleton stated that she would be supporting this resolution and thanked everyone who was involved in this project.

Committee members requested that the Town Manager come back to the Council once all negotiations have been completed in order to update the Council on this project.

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

D. Resolution Concerning the Ownership of Street Lights on State Roads

WHEREAS, the Town has obtained and reviewed an inventory of street lights owned by Eversource Energy, and has determined that approximately 300 street lights are located on State roads; and

WHEREAS, the annual utility cost paid by the Town of South Windsor for the 300 street lights on State roads is estimated to be over \$70,000; and

WHEREAS, on November 18, 2015 the Town Manager sent a letter to the Commissioner of the Department of Transportation (DOT), requesting the DOT's review of these 300 street lights and requesting that the State take financial responsibility for the associated utility costs; and

WHEREAS, DOT is currently reviewing/developing a policy on how to respond to the Town's November 18, 2015 request; and

WHEREAS, the Town continues to pay utility costs for street lights on State roads which should be paid by the State and not the Town of South Windsor; and

WHEREAS, neither the DOT nor Eversource Energy has produced any documentation explaining why the State street lights utility costs are being billed to the Town of South Windsor

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ITEM:

14. D. (Continued)

NOW, THEREFORE, BE IT RESOLVED that the South Windsor Town Council hereby directs Matthew B. Galligan, Town Manager, to pursue a resolution of this matter with both the State of Connecticut, Department of Transportation and Eversource Energy; and further directs the Town Manager and Town Attorney to explore legal options for obtaining restitution for prior State road light utility costs that have been paid by the Town of South Windsor.

Was made by Councilor Mirek
Seconded by Councilor Anwar

Councilor Anwar stated that he hopes this resolution will send a message to the State that they should pay back the Town of South Windsor and going forward should take care of their own responsibilities.

Mayor Delnicki felt that the State is not living up to their responsibility. This is a charge that the Town should not be paying and the State needs to pay their bills. Mayor Delnicki requested that this resolution be sent to the agencies and companies mentioned in the resolution as well as to State Senator Larsen, State Representative Aman and State Representative Currey. This issue should also be raised at CCM.

Mayor Delnicki called for a vote on this motion; it was approved, unanimously.

F. Resolution Approving a Refund of Taxes to Twelve (12) South Windsor Taxpayers

BE IT RESOLVED that the South Windsor Town Council hereby approves a refund of property taxes to twelve (12) South Windsor Taxpayers, the total of said refund being \$11,492.65 and as more fully described on attached **Exhibit C.**

Was made by Councilor Maneeley
Seconded by Councilor Anwar
The motion was approved, unanimously

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15. Passage of Ordinance

None

16. Communications and Reports from Town Manager

Mr. Galligan reported on the Town Manager's Report, as shown in attached **Exhibit D**.

Councilor Anwar said he feels it would be worthwhile to have discussions on succession planning for the Town of South Windsor. Mr. Galligan informed the Council that he has instructed the Finance Director to put money in the budget for a full time Economic Development Coordinator. At some point there should also be an Assistant Town Manager. A lot of these items will be discussed in the budget process under the Strategic Planning Process.

Answering a question from Councilor Anwar, Mr. Galligan explained that he would be meeting with Marcia Wellman who is a Project Coordinator with Eversource Energy to discuss the temporary paths under the power lines. Those temporary paths almost look permanent and they look terrible. At that same time, discussions can be held regarding using these paths to create connecting trails throughout Town. Councilor Anwar requested that at the next meeting an update be provided to the Town Council.

Mr. Galligan then reported that a new landscaping plan has been put in for the residents near the High School football field. There will be another meeting with the residents and included in next years budget a fence and screening for acoustics will be proposed.

Councilor Anwar told the Council that homelessness is increasing in Connecticut. The only shelter close to South Windsor is Vernon, Tri-Town Shelter, which is at high risk of closing. Councilor Anwar requested Council members to consider contributing \$10,000 to the shelter.

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ITEM:

16. Communications and Reports from Town Manager *(Continued)*

At 11:00 p.m. Councilor Pendleton made a motion to extend the meeting ten minutes. Councilor Anwar seconded the motion; and it failed. Councilor Havens stated no.

Respectfully submitted,



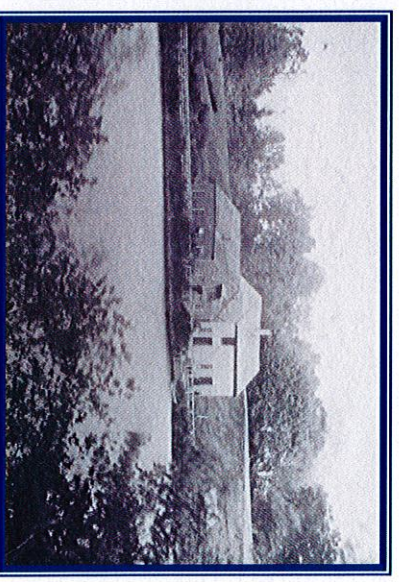
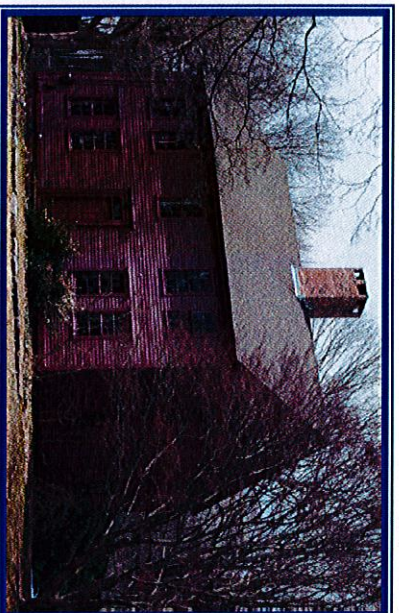
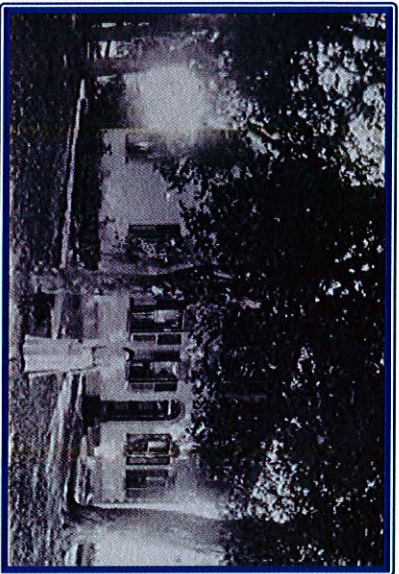
Deborah W. Reid
Clerk of the Council

HISTORIC RESOURCES INVENTORY

TOWN OF SOUTH WINDSOR CONNECTICUT

Phase III

2016



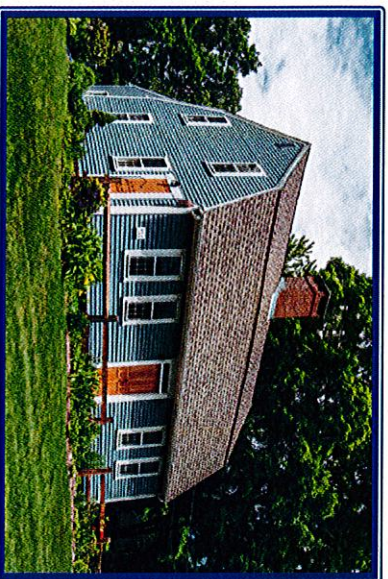
Heritage Resources
Tod Bryant

FuturePast Preservation
Lucas A. Karmazinas

The Process/Approach

Why an HRI ?

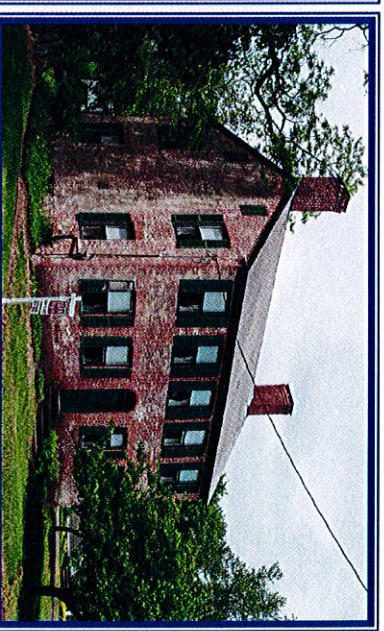
- The primary objective of the survey is identify and document historic structures.
- HRIs help to reduce tear-downs, increase local infrastructure investment, and facilitate economic development.
- Highlights those resources potentially eligible for listing on the National Register of Historic Places.



707 Nevers Road – c. 1763



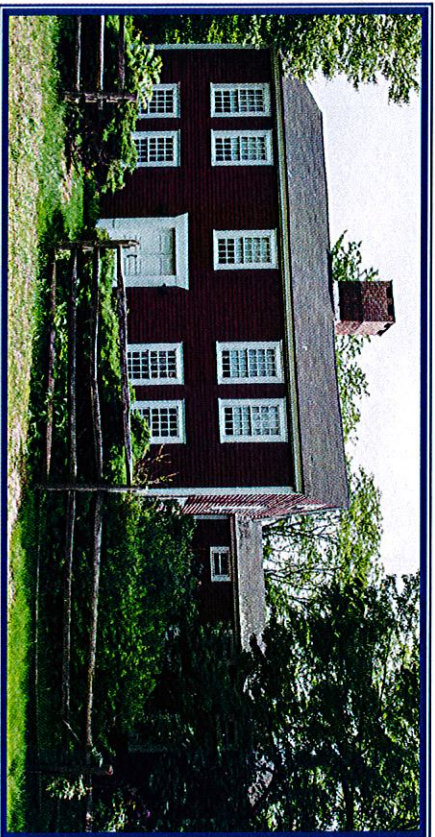
115 Windsorville Road – c. 1900



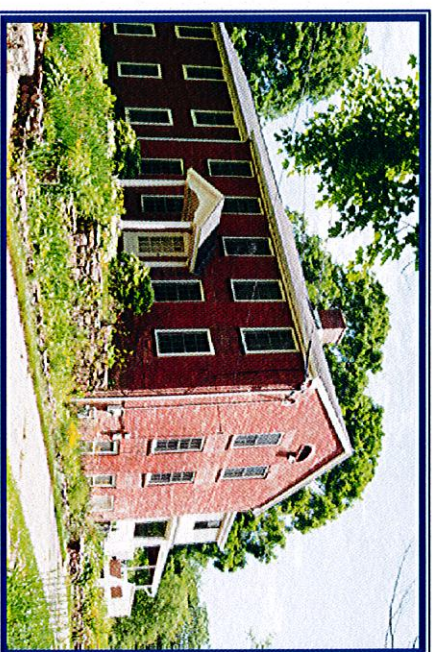
443 Rye Street– c. 1813

Components

- There are two main components to the HRI: an overview document, and the inventory forms.
- An HRI form was prepared for each historic resource surveyed. These were completed following a standard state document.
- Each form is divided into three main sections; these provide background, architectural, and historical information on the resource.
- The information in this inventory was gathered from town Assessor's records, exterior photographs, and archival research.



520 Rye Street – c. 1735



662 Graham Road – c. 1837



The Form



Exhibit A

HISTORIC RESOURCES INVENTORY - BUILDING AND STRUCTURES

Please send completed form to: Stacy Vano, State Register and State Register Coordinator,
State Historic Preservation Office, Department of Economic and Community Development, One Constitution Plaza,
2nd Floor, Hartford, CT 06103

* Note: Please attach any additional or expanded information on a separate sheet.

GENERAL INFORMATION

Building Name (Common) _____
Building Name (Historic) _____
Street Address or Location _____
Town/City _____ Village _____ County _____
Owner(s) _____
Present Use _____
Historic Use _____
Accessibility to public: Exterior visible from public road? ☐ Yes ☐ No
Interior accessible? ☐ Yes ☐ No If yes, explain _____
Site of building _____ Date of Construction _____

PROPERTY INFORMATION

Materials(s) (Indicate use or location when appropriate)
☐ Clayboard ☐ Adhesive Siding ☐ Brick ☐ Wood Shingle ☐ Asphalt Siding
☐ Trachstone ☐ Board & Batten ☐ Shakes ☐ Cobblestone ☐ Aluminum Siding
☐ Concrete (Type _____) ☐ Cast Stone (Type _____) ☐ Other _____

Structural System

☐ Wood Frame ☐ Post & Beam ☐ Balloon ☐ Load bearing masonry ☐ Structural iron or steel
☐ Other _____

Roof (Type)

☐ Gable ☐ Flat ☐ Mansard ☐ Monitor ☐ Sawtooth
☐ Gambrel ☐ Shed ☐ Hip ☐ Round ☐ Other _____

(Material)

☐ Wood Shingle ☐ Roll Asphalt ☐ Tin ☐ Slate ☐ Asphalt Shingle
☐ Built up ☐ Tile ☐ Other _____

Number of Stories

Approximate Dimensions _____
Structural Condition: ☐ Excellent ☒ Good ☐ Fair ☐ Deteriorated
Exterior Condition: ☐ Excellent ☐ Good ☐ Fair ☐ Deteriorated

Location Integrity

On original site ☐ Yes ☐ No ☐ If yes, explain: _____
Moved ☐ Yes ☐ No ☐ If yes, explain: _____

FOR OFFICE USE

Town # _____ Site # _____ UTM _____
District ☐ S ☐ NW ☐ If NR, specify: ☐ Actual ☐ Potential

PROPERTY INFORMATION (CONT'D)

Historic Resources Inventory

Related outbuildings or landscape features:

☐ Barn ☐ Shed ☐ Garage ☐ Horse ☐ Shop ☐ Carport
☐ Other landscape features or outbuildings: _____

Surrounding Environment:

☐ Open land ☐ Woodland ☐ Residential ☐ Commercial ☐ Industrial ☐ Rural
☐ High building density ☐ Scattered buildings visible from site

Interrelationship of building and surroundings:

• Other notable features of building or site (historic and/or landscape)

Architect _____ Builder _____

Historical or Architectural Importance:

• Sources:

Photographs _____ Date _____
View _____ Negative on file _____
Name _____ Date _____
Organization _____
Address _____

• Subsequent field evaluations:

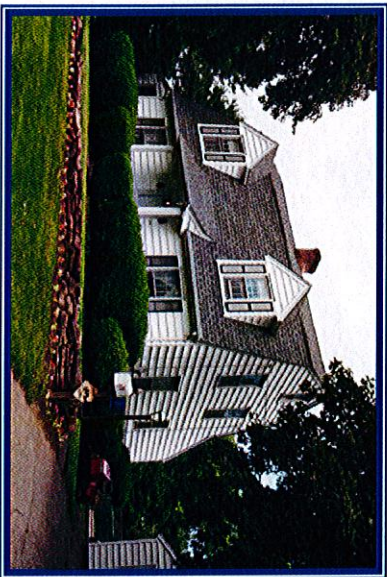
Threats to the building or site:
☐ None known ☐ Highways ☐ Vandalism ☐ Development ☐ Removal ☐ Fire
☐ Deterioration ☐ Zoning ☐ Other _____ ☐ Explanation: _____

Research Methodology

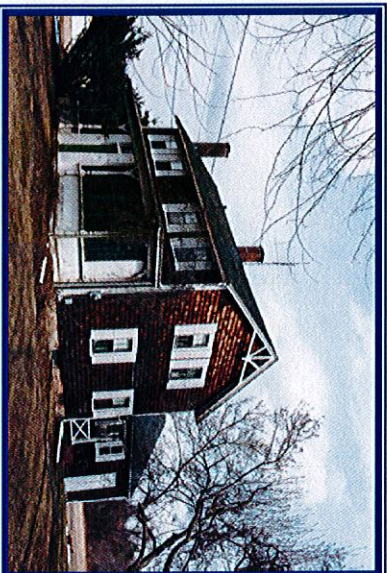
- The criteria employed for the evaluation of properties were based on those of the National Register of Historic Places.
- The HRI form is completed with information gathered through a “windshield” and walking survey, supplemented with public data, such as town tax assessor’s records.
- Assessing the historical significance of each resource through detailed archival research.
- This research also served to build a historical narrative of the development of the survey area.
- Architectural significance is assessed by evaluating a structure’s historical integrity.

The Survey Area

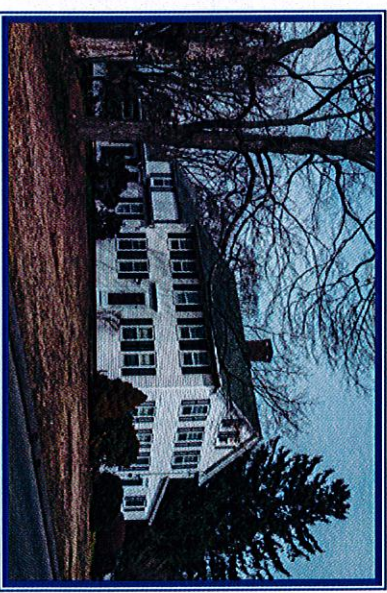
- This survey was conducted geographically and includes buildings built in or before circa 1940 (several exceptions made for notable Modernist resources).
- The survey area generally extends north and east from the areas inventoried in Phases I and II.
- The buildings within the survey area illustrate patterns of residential, civic, and economic development similar to other sections of South Windsor, albeit with a more rural character.



144 Hayes Road – 1939



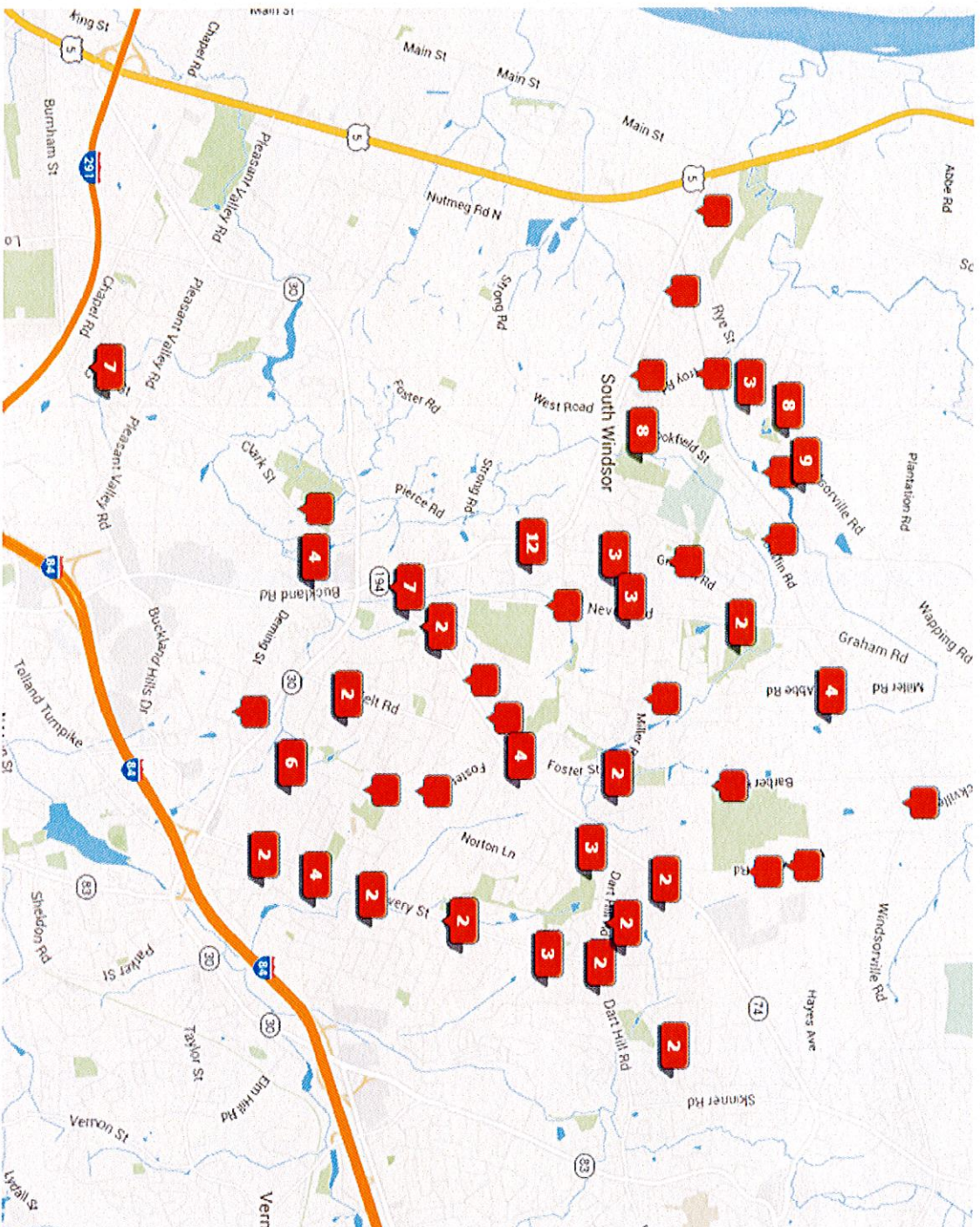
712 North King Street – c. 1850



179 Foster Street – c. 1802

The Survey Area

Exhibit A



Warren & Gilett Map

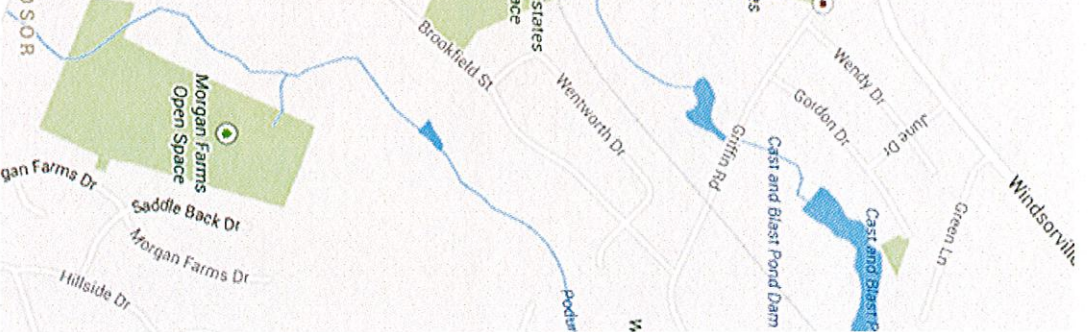
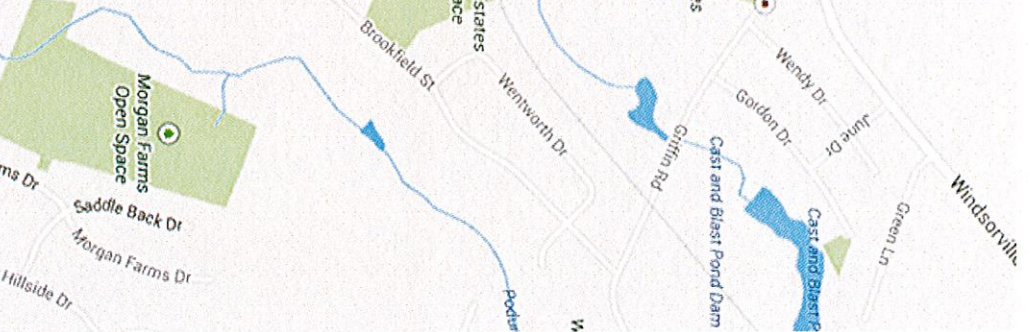


South Windsor in 1812 (Post-1786 Separation of Ellington)

Smith Map

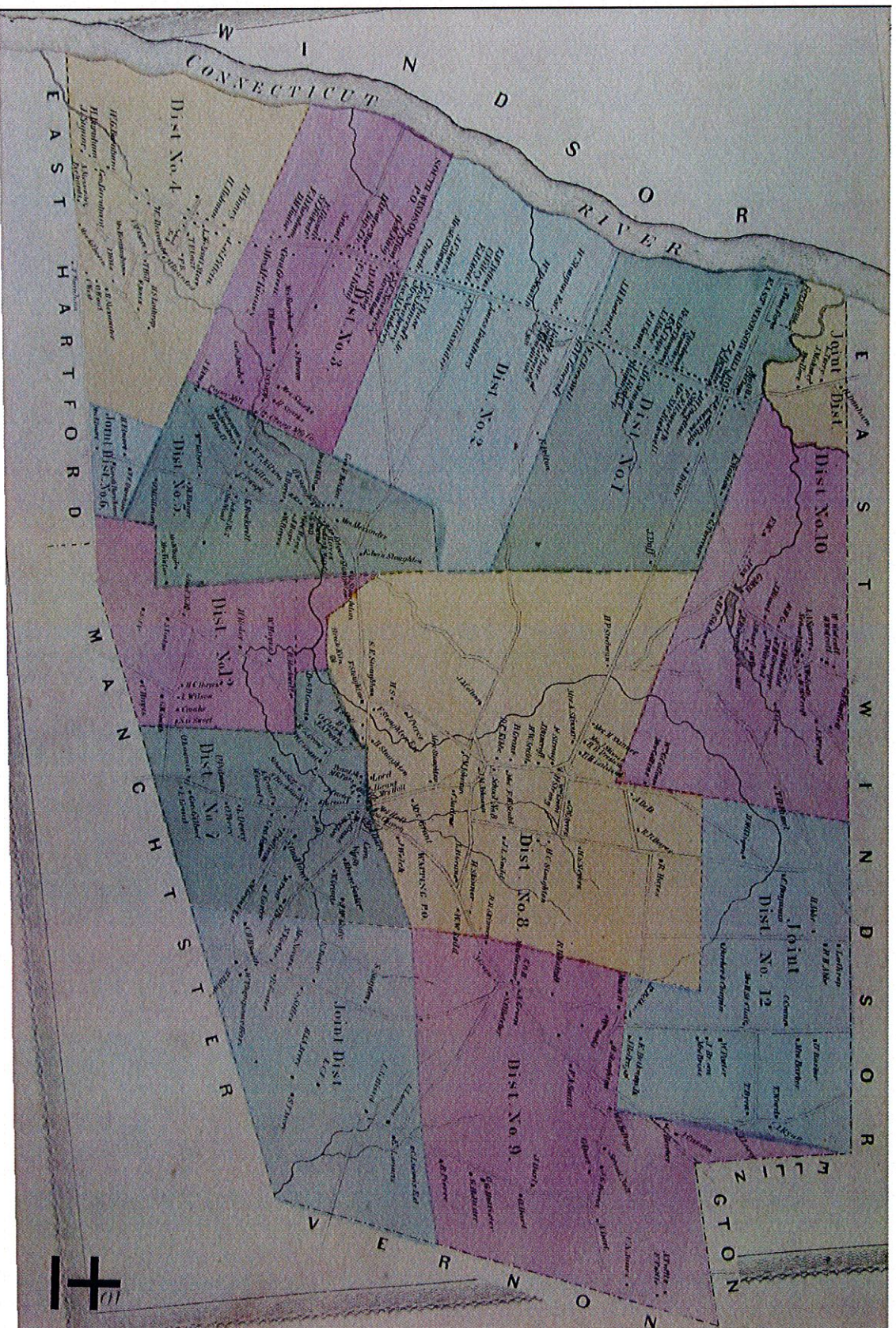


South Windsor in 1852 (Post-1845 Division from East Windsor)



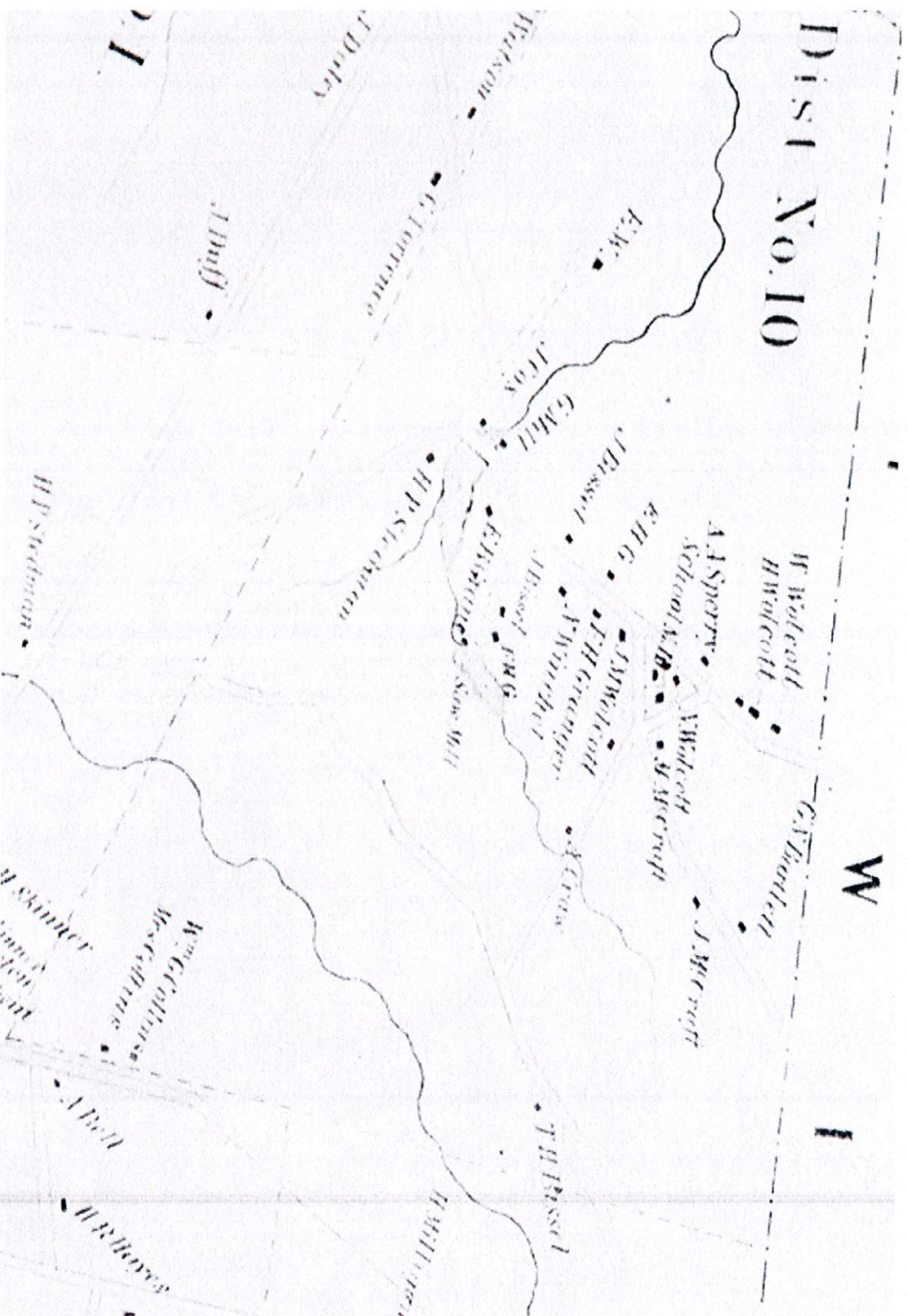
1

Baker and Tilden Map



South Windsor in 1868

Baker and Tilden Map Detail



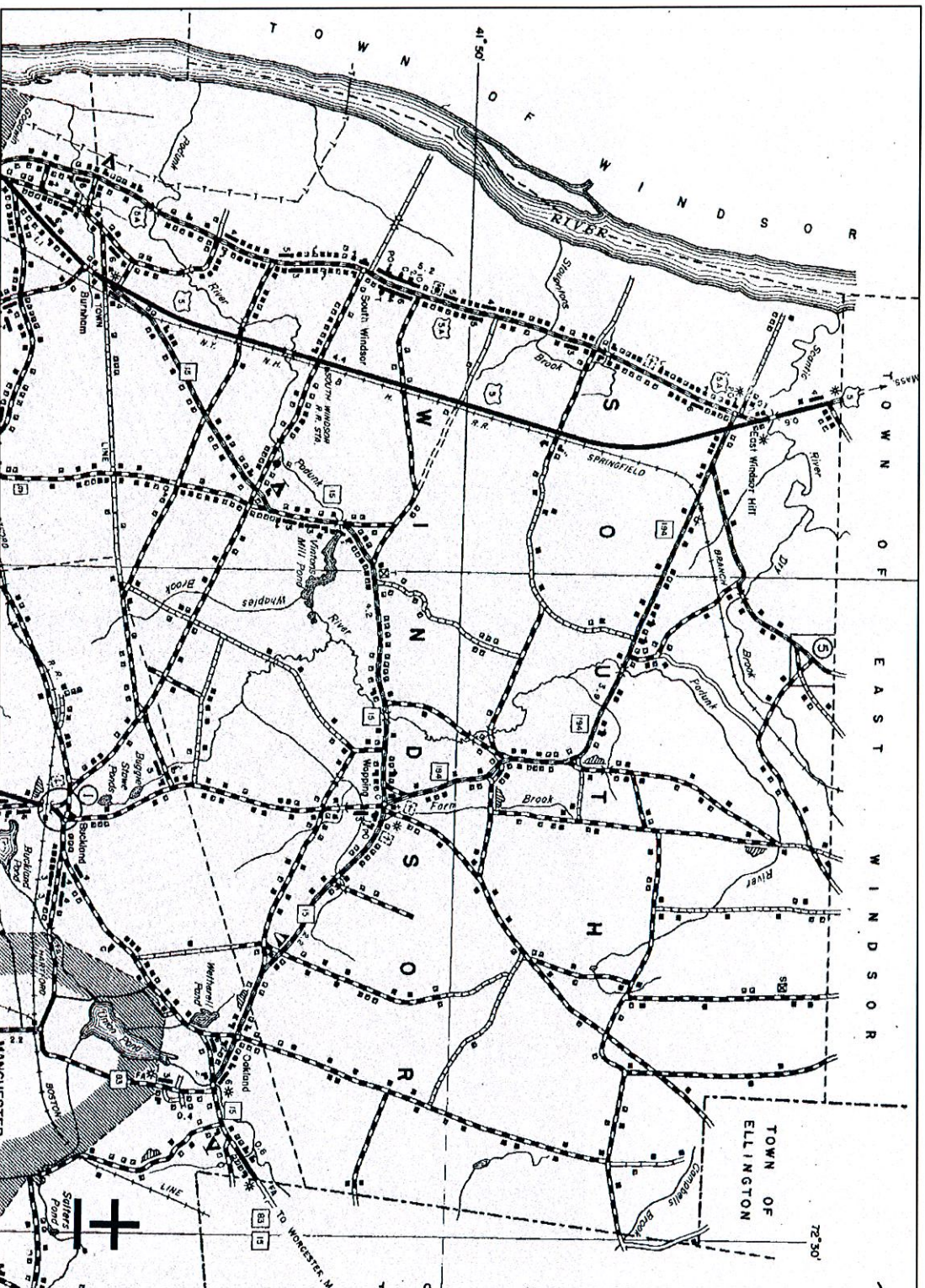
Rye Street and Windsorville Road 1868

USGS Topographic Map



South Windsor in 1898

Connecticut Highway Map



South Windsor in 1938

1860 Federal Census

17		Edward Lawrence	39	cell	farmer				do				
18	503	George Samuel Thelott	54	cell		300	100		do				
19		Charles "	45	7					do				
20		Frederick "	30	cell	farmer				do				
21		Thomas Thelott	45	cell	farmer	4000	1375		do				
22	804	Robert Edmund	48	cell	Miller	24000	3000		do				
23		Charles "	26	7					do				
24		James E. "	18	7					do				
25		Robert W. "	16	cell	farmer				do				
26		Francis Hanger	25	7					do				
27	505	Thomas Price	60	cell	farmer	1000	100		do				
28	506	Marion Marshall	53	cell	do	1000	150		do				
29		Abigail J. "	39	7					do				
30		Edward W. "	19	cell					do				
31		Frederick E. "	13	cell					do				
32		William H. "	5	cell					do				
33		William H. "	2	7					do				
34		William H. "	2	7					do				
35	507	Jeremy Thelott	65	cell	farmer	5000	500		do				
36		Charles E. "	43	7					do				
37		Thomas J. "	9	cell					do				
38		John Miller	86	cell					do				
39		John Bissell	57	cell	farmer				do				
40		William A. Bissell	17	7	farmer				do				

Jeremy Bissell, Farmer - 443 Rye Street

1927 City Directory

ALTON E. WOODFORD, Inc.

34 STATE ST., INSURANCE HARTFORD, CONN.

184 1927-SOUTH WINDSOR DIRECTORY-1927

Mayer Henry C. (Flora), farmer h. Oakland rd., RD 1 Broad Brook
McVittie John, emp. Ellen Heaton, b. Mrs. Nora Griffin, Main, P O S Windsor
McMinnich Andrew, emp. Stacks Farm, b. Broad Brook rd., RD Broad Brook
McNay Theodore H., farmer h. Sta 35 rd. P O S Windsor
McNill James, farmer h. Elye Street rd. RD Broad Brook
McGrath Ellen L., teacher, b. Sta 54 Main, P O S Windsor Hill
" Jeremiah C. (Ruth), tobacco grower, h. Sta 37 Main P O S Windsor Hill
" Josephine, b. Elye Street rd. RD Broad Brook
" Martin (Frances), emp. Charlotte N. C. b. Sta 54 Main P O S Windsor Hill
" Martin* tobacco grower, Main Sta 54, P O S Windsor Hill
" Mary A., h. Elye Street rd. RD Broad Brook
" Thomas (Mary), farmer h. Main Sta 54 1/2, P O S Windsor Hill

Secure Expert Landscape Advice FREE

There is always someone there ready to advise you on problems connected with the proper planting of new trees and shrubs.

C. E. WILSON & CO.

MANCHESTER, CONN. For Appointments Call 1100

McGuire Catherine, h. King P O S Windsor
" Charles H. (Mary), farmer h. King P O S Windsor
" John, emp. Hartford, b. Charles H. McGuire, King P O S Windsor
McGuire Margaret, wid. Bartholomew, b. Main Sta 48, P O S Windsor
McLaughlin Frederick P. (Lina), Sta agent S Windsor and coal dealer, h. Main Sta 41
McNamara Anna R., clk. Travellers Ins., b. Main Sta 50, P O S Windsor
" Eleanor M., student, b. Main Sta 50 P O S Windsor
" George P. emp. Hartford, h. Long Hill rd. RD 1 Burnside
" John T. (Mary B.), tob. grower, h. Main Sta 50 P O S Windsor
" Lena G., asst. dept. head Conn. General b. Main Sta 50 P O S Windsor
" Mary A., nurse Main Sta 50, P O S Windsor b. do
" Mary E., b. George D. McNamara RD 1 Burnside
" Michael J. (Mary M.), chauffeur, h. King, P O S Windsor

Mary and Josephine McGrath - 80 Windsorville Road

ALBERT E. STILES SOUTH WINDSOR, CONNECTICUT CONTRACTOR AND BUILDER

1927-SOUTH WINDSOR DIRECTORY-1927 485

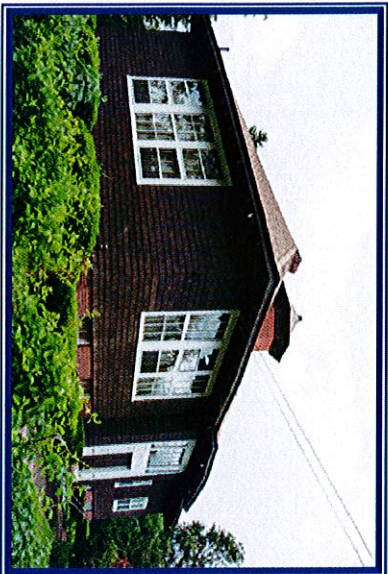
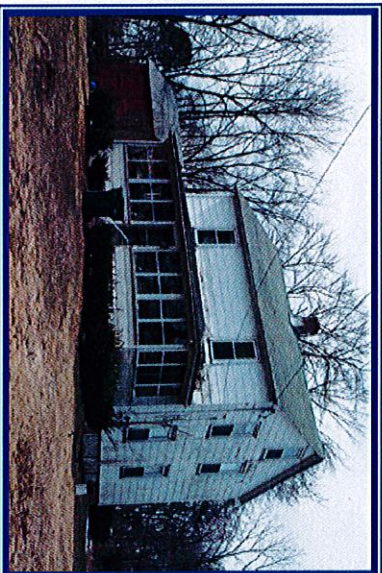
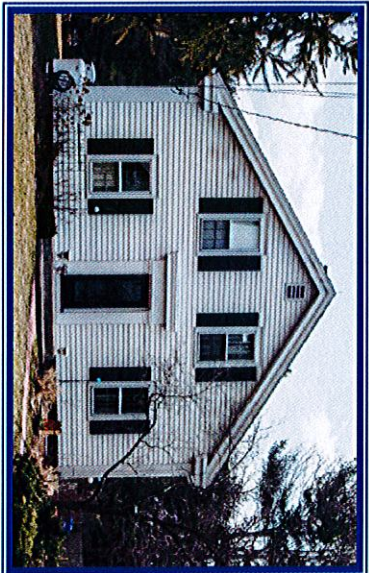
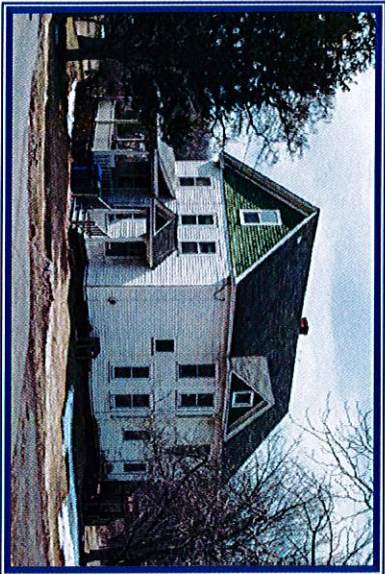
McNamara Ruth E., clk. Travellers Ins., b. Main Sta 50 P O S Windsor
McNary Anna M., b. Main Sta 53, P O S Windsor Hill
" Christopher C., farmer b. Main Sta 53 P O S Windsor Hill
" Frederick E., farmer tob. grower, h. Main Sta 53, P O S Windsor Hill
" William F., farmer tob. grower, b. Main Sta 53, P O S Windsor Hill
Meade Cornelius H. (Marjorie), (3) farmer, h. Sta 52 E Windsor Hill P O do
" John (Bridget), farmer h. Main Sta 56, P O S Windsor Hill
" Nora E., clk. Jaxieland, b. Main Sta 56, P O S Windsor Hill
Mellin Otto (South Windsor Garage), r. Main Sta 42, P O S Windsor
Merrill Donald R., tob. sorter, b. Main Sta 52 P O S Windsor Hill
" Howard M. C. S. N., b. Main Sta 52, P O S Windsor Hill
" Louis J. (Alice M.), filling station Main Sta 52, P O S Windsor Hill, h. do

Get in touch with **SISSON'S** of Hartford when ready to Buy Insecticides and Disinfectants-also Paints and Oils

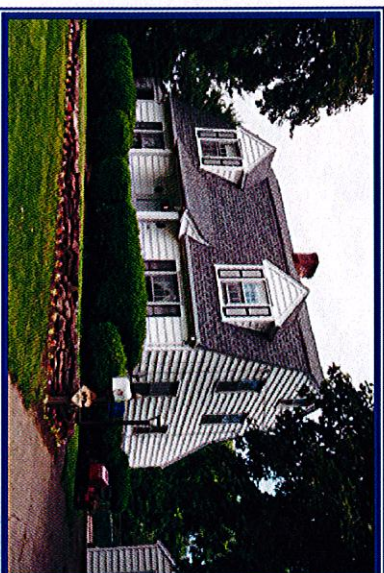
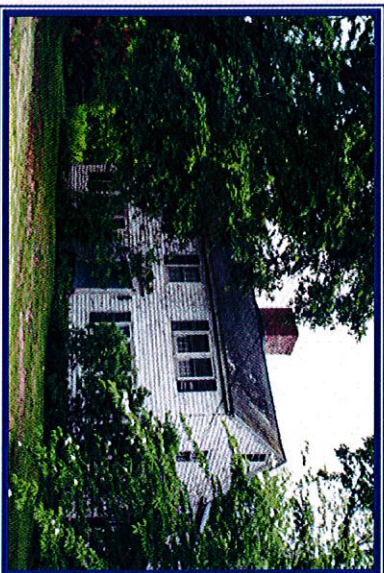
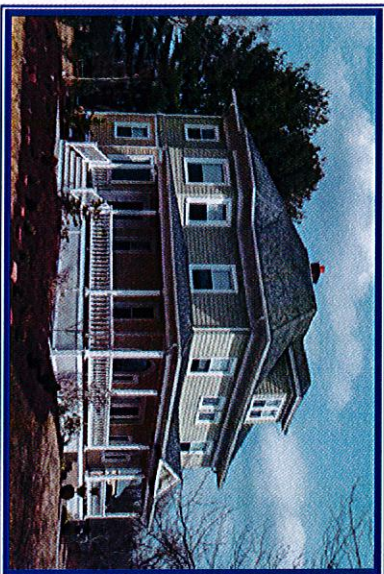
THE SISSON DRUG CO.,

729 Main Street, HARTFORD, CONNECTICUT.

Migoli Furico (Josephine), emp. Vulcan Brick Co., h. Sta 51 Brickyard rd. P O Sta 58 E Windsor Hill
Mikaloins Alphonse* (Eva), carp., h. Hill rd. RD Rockville
Mikells Zanon S. (Julia), grocer Hill rd. RD Broad Brook h. do
Mikolite Lee, farmer b. Oakland rd. RD 1 Broad Brook
Miller Arline, teacher Union School, res. Rockville
" Barbara, b. Oak rd. RD Broad Brook
" Charles, farmer b. Oak rd. RD Broad Brook
" Edward (Gertrude), farmer h. Oak rd. RD Broad Brook
" George (Sophie), farmer h. Oak rd. RD Broad Brook
" Jewell A. (Gertrude), mech., h. Ellington rd. RD 1 Burnside
" Julius, farmer b. Oak rd. RD Broad Brook
" Louis* (Annie), farmer h. Oak rd. RD Broad Brook
" Mae, b. Oak rd. RD Broad Brook
Mills Jennie, b. Sta 55 E Windsor Hill
" Lena L. Mrs. b. Nathaniel Jones, Main P O S Windsor
Miner Emma L., wid. Alfred M., b. Calvin C. Bolles Ellington rd. RD 1 Burnside

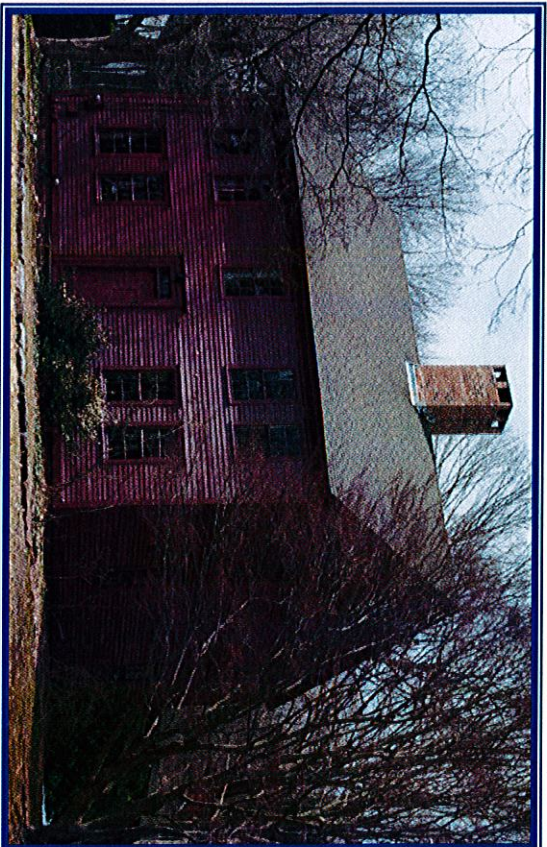


Findings



The Buildings

New England Farmhouse (1650-1850)



359 Avery Street – c. 1740



90 Foster Street – c. 1820

- Typically two stories
- Side gabled roof
- Center chimney
- Centered front door with some decorative moldings
- Windows aligned in symmetrical rows

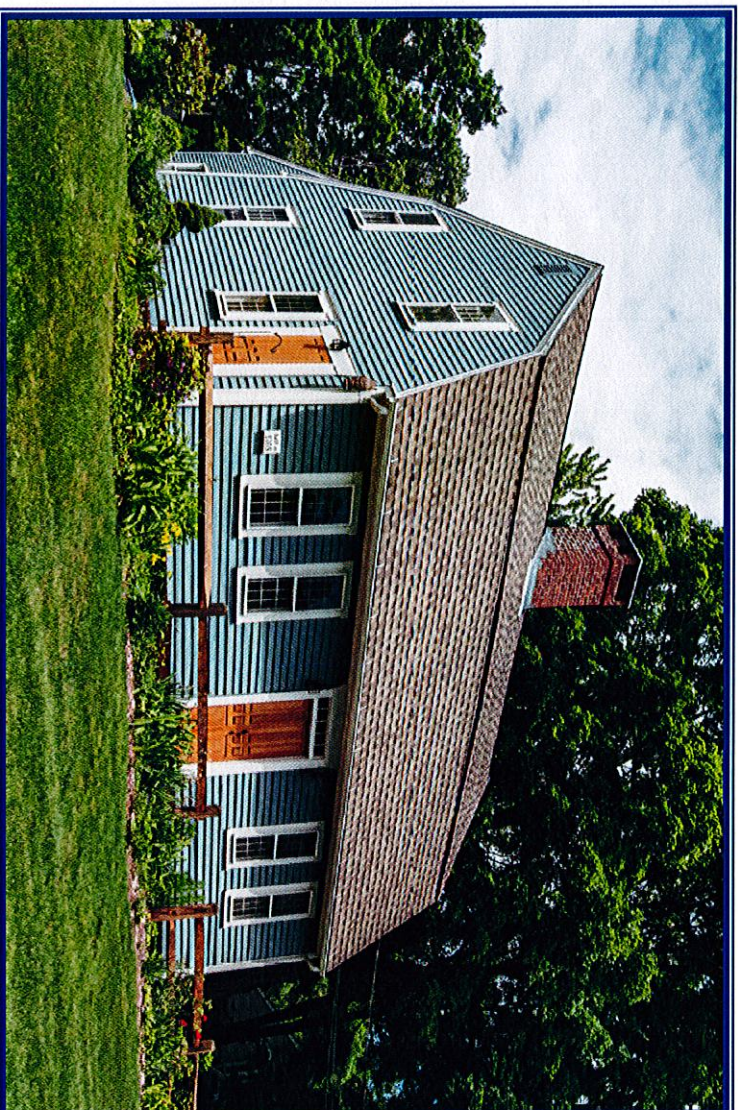
Georgian (1700-1780)



520 Rye Street – c. 1735

- Side gabled roof
- Center chimney
- Centered front door with more elaborate decorative moldings than N.E
- Windows aligned in symmetrical rows
- Double doors (Connecticut River Valley)

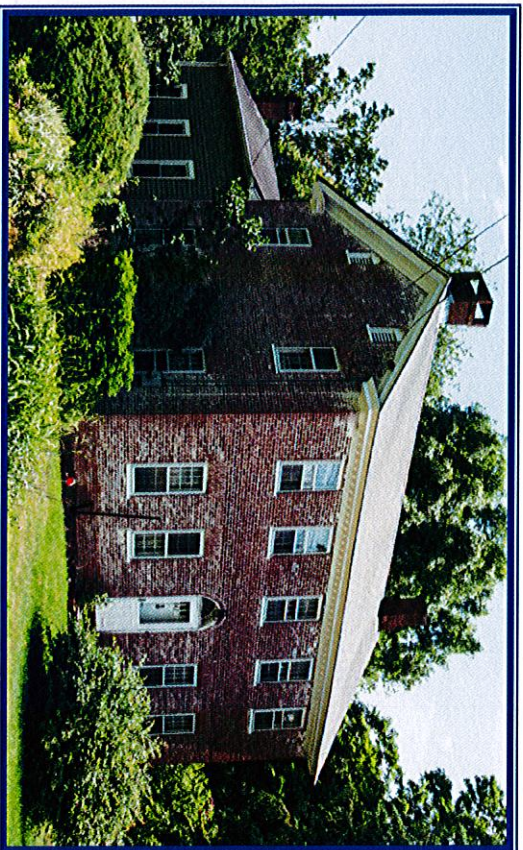
Cape Cod (1700-1780)



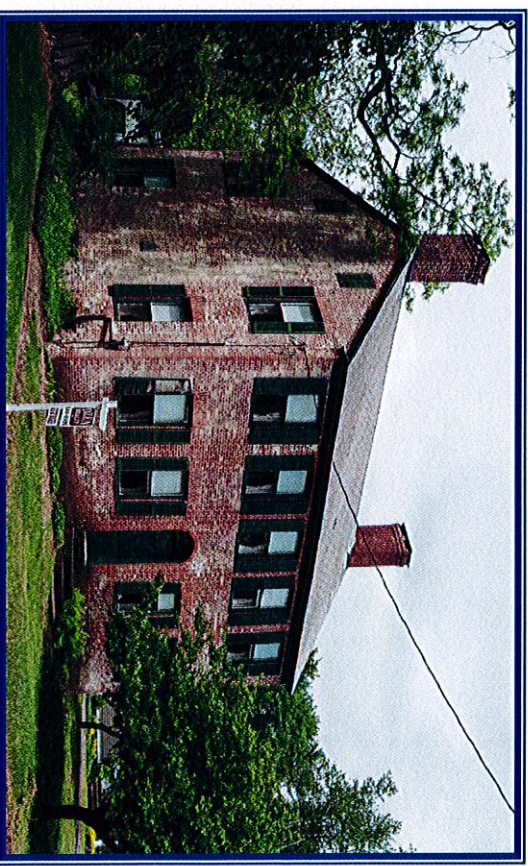
707 Nevers Road – c. 1763

- One to one-and-a-half stories in height
- Side gabled roof
- Centered front door with decorative moldings
- Centered chimney
- Windows aligned in symmetrical rows

Federal (1780-1840)



1042 Foster Street Extension – c. 1778



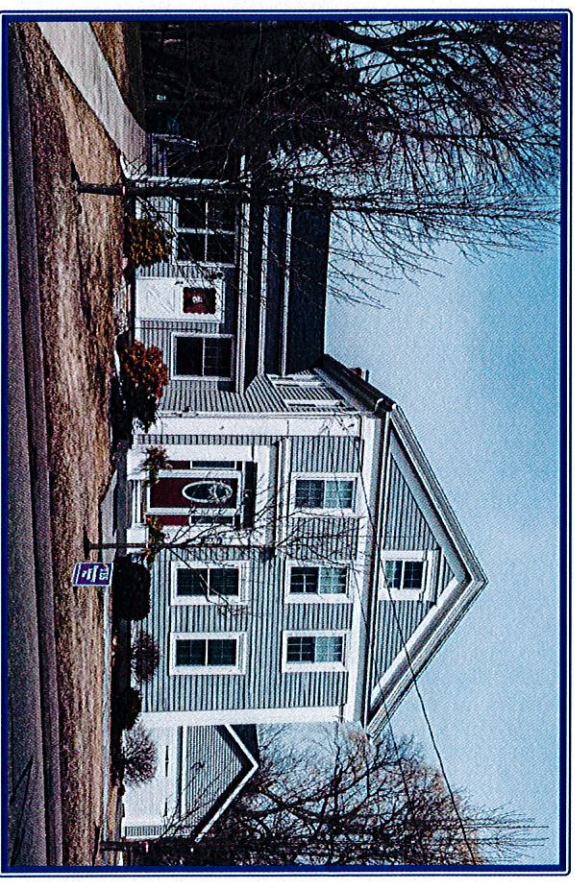
443 Rye Street– c. 1813

- Side gabled roof
- Semi-circular fanlight over front door
- Elaborate door surrounds
- Cornice emphasized with dentil moldings
- Symmetrical windows

Greek Revival (1825-1860)



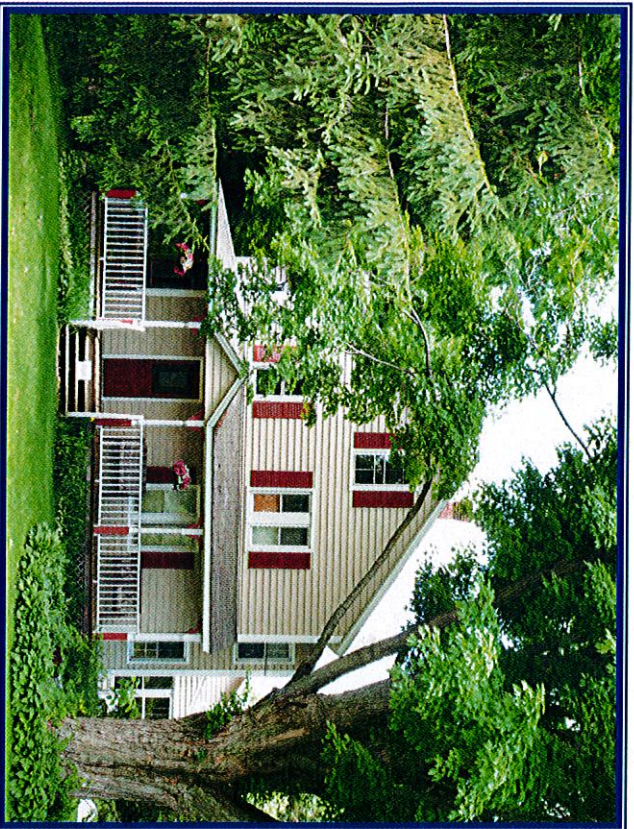
323 Graham Road– c. 1840



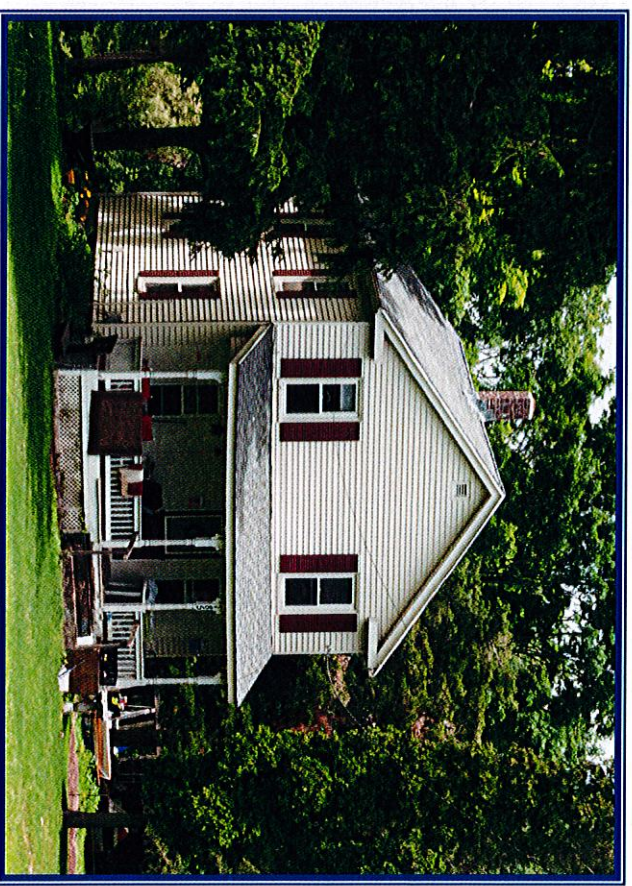
63 Foster Street – c. 1850

- **Front-gabled, low pitched roof**
- **Frieze band at cornice**
- **Pilasters**
- **Elaborated door surround**
- **Porch supported by columns**

Folk Victorian (1880-1910)



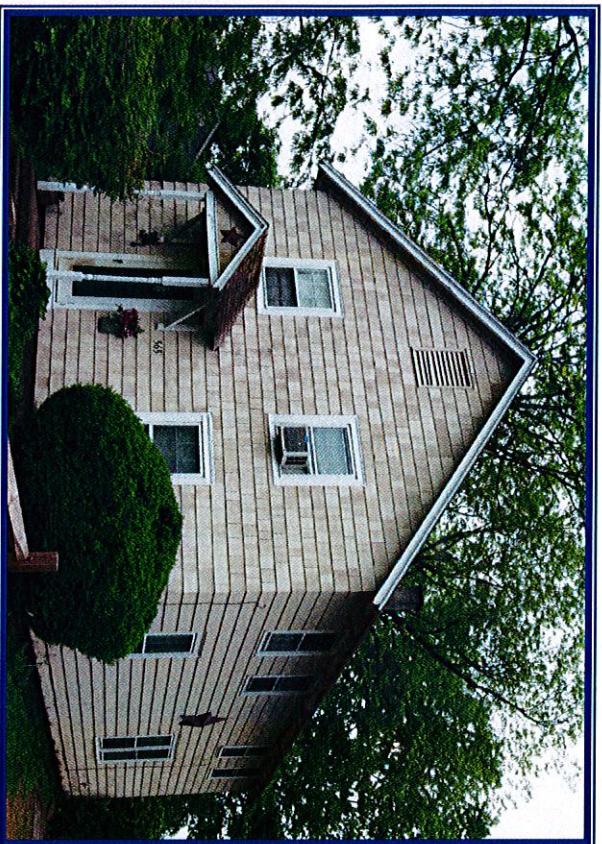
181 Graham Road – c.1886



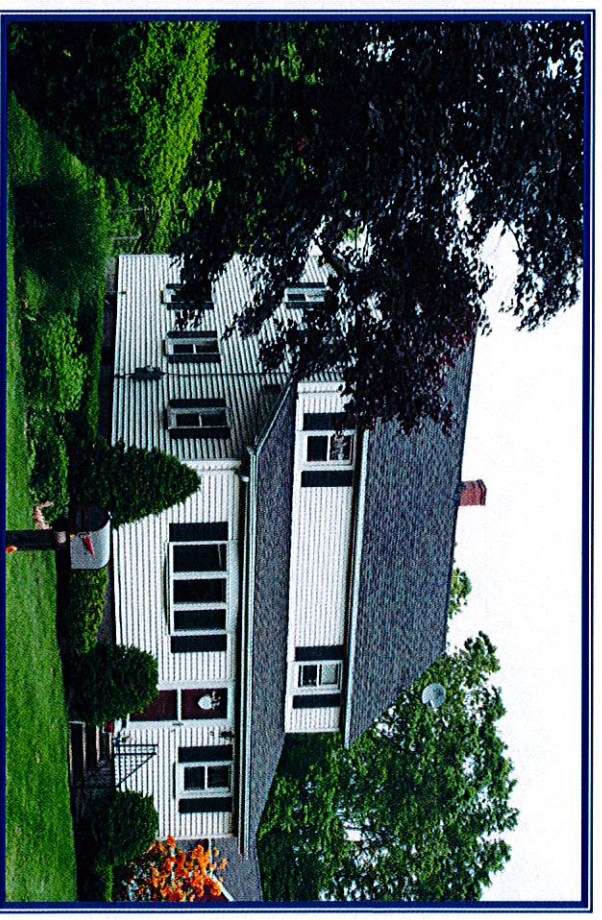
785 Foster Street Extension – c.1850

- Steeply pitched roof
- Dominant front facing gable
- Corner towers or turrets
- Patterned shingles
- Partial or full-width porch

Vernacular (1860-1930)



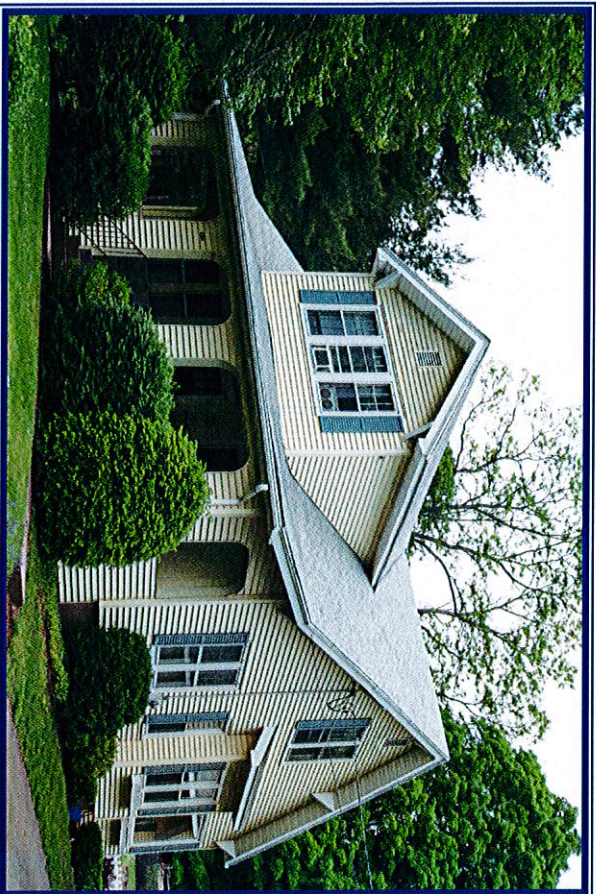
565 Rye Street – 1925



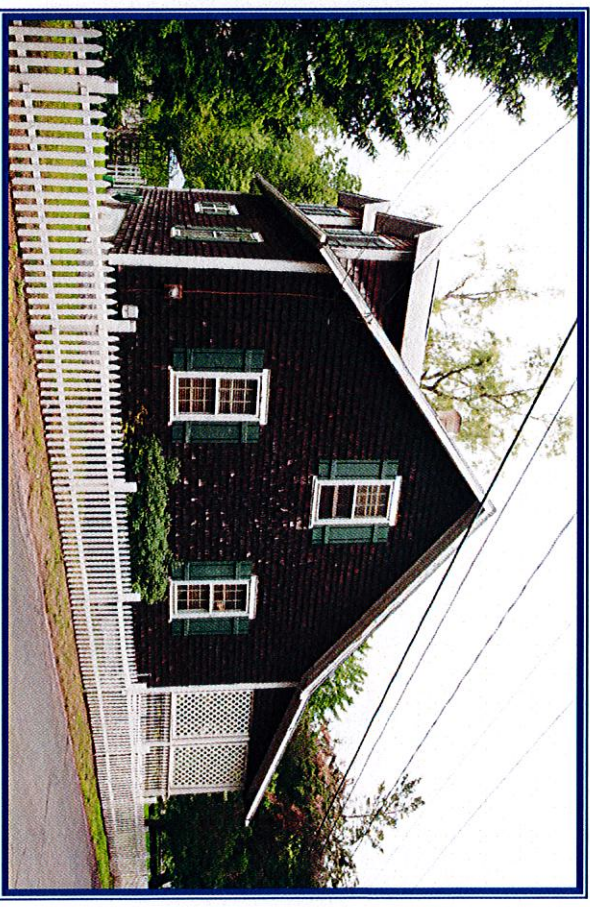
47 Troy Road – c. 1914 (or earlier)

- Influenced by high-style forms
- Less elaborate
- Relatively steep roof pitches
- Little ornamentation

Craftsman/Bungaloid (1905-1930)



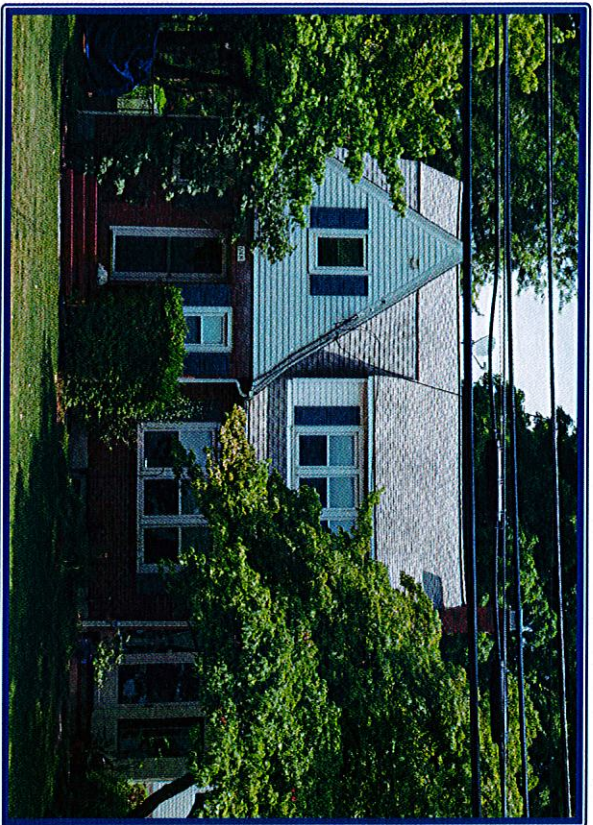
694 Rye Street – 1912



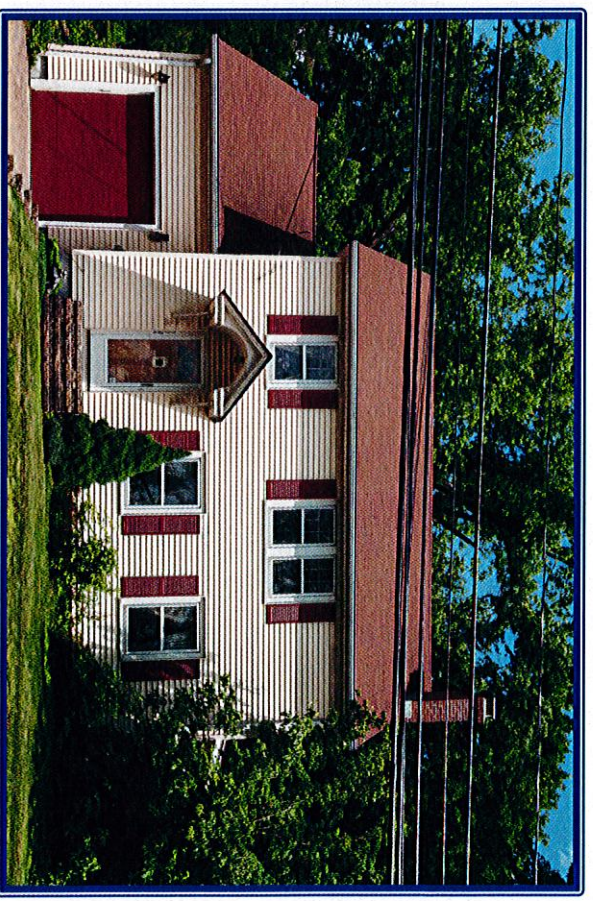
59 Troy Road – 1921

- Low-pitched side-gabled roof, often extending over a front porch
- Wide eave overhangs
- Exposed rafter tails
- Porches supported by columns or piers

Colonial Revival (1880-1955)



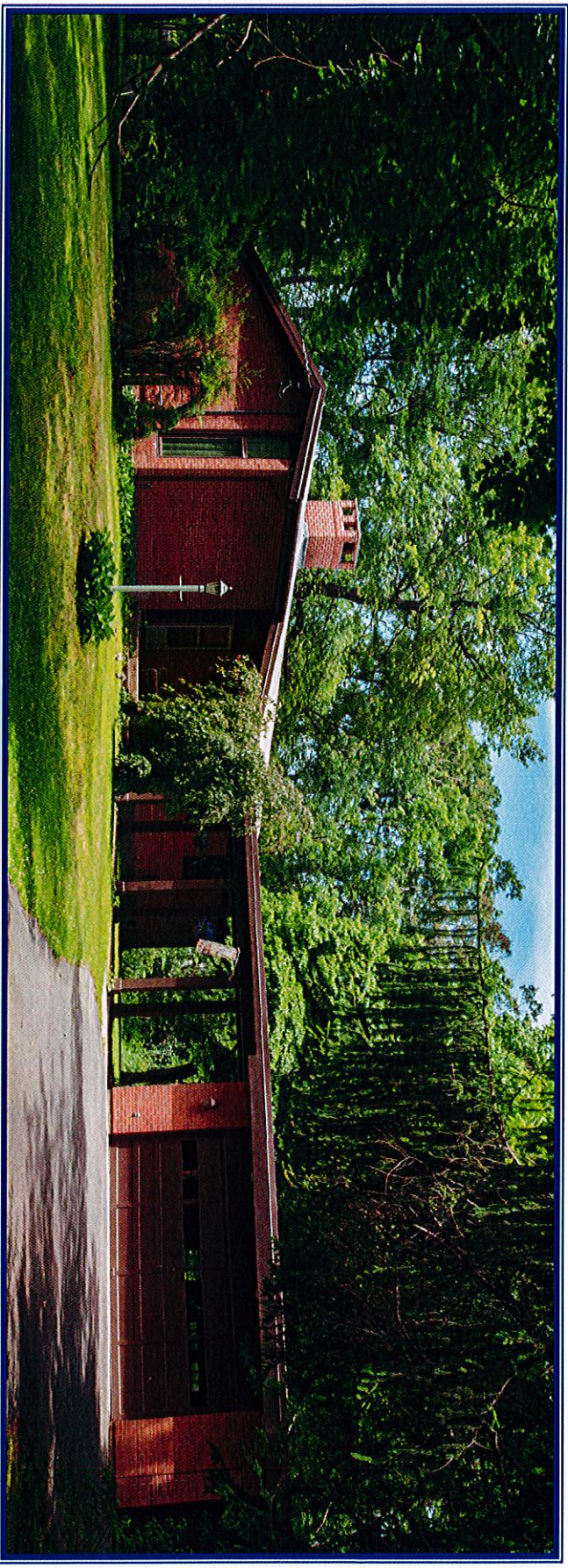
1148 Sullivan Avenue – 1938



1124 Sullivan Avenue – 1938

- Influenced by Georgian, Dutch Colonial and other early American forms
- Side-gabled or gambrel roofs
- Accentuated front door
- Paired, double-hung windows

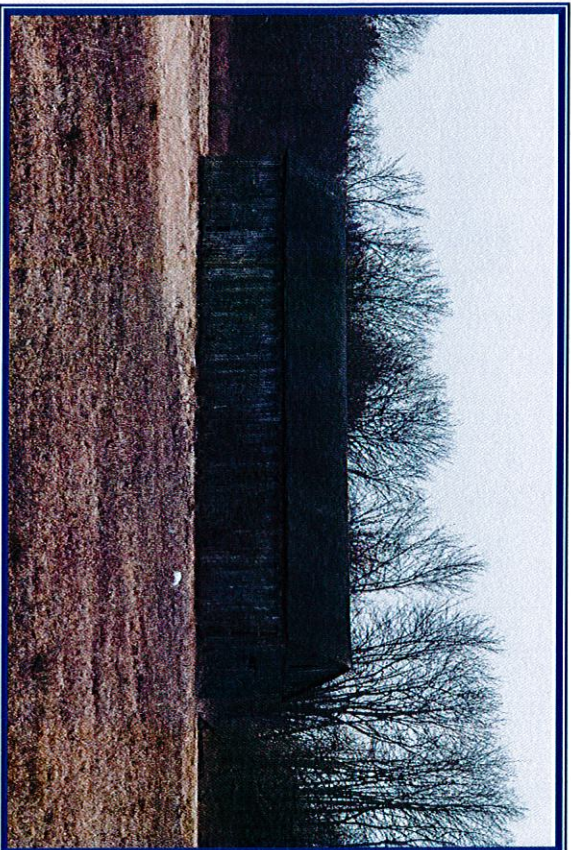
Modern (1935-Present)



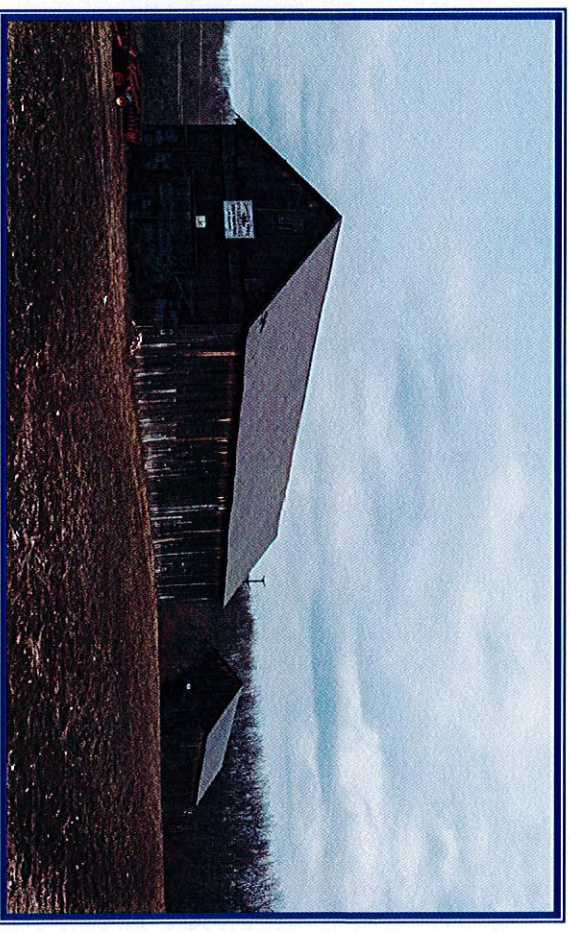
617 Nevers Road - 1959

- Influenced by European Modernism
- Flat or low-pitched roofs
- Usually one story
- Minimal detail

Tobacco Shed (c. 1900-c. 1960)



350 Buckland Road – c. 1940



R001 Clark Street – c. 1940

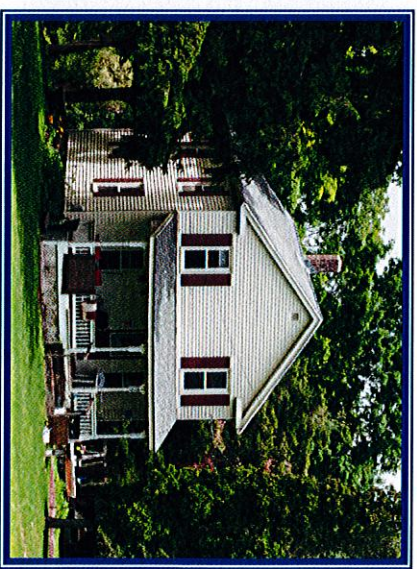
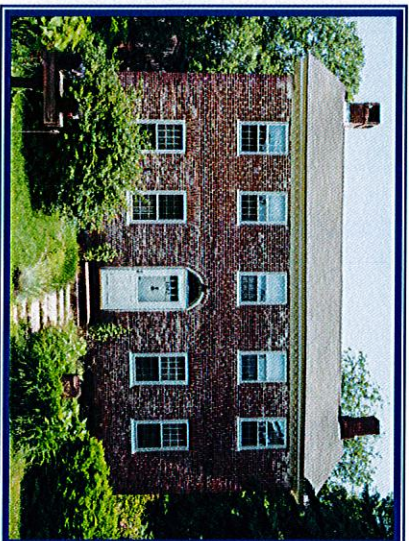
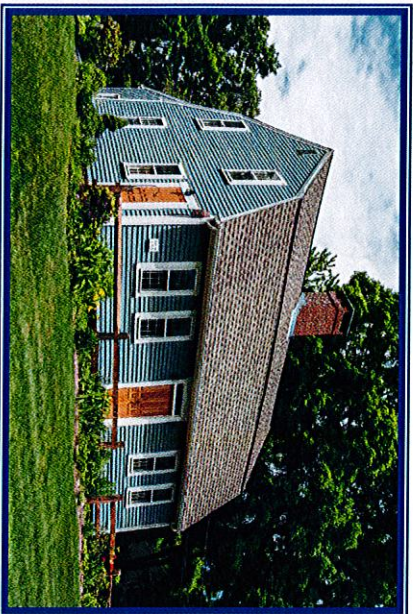
- Long, low windowless plan
- Pitched front-facing gable roofs
- Doors at each end of building
- Comprised of a series of “bents,” each approximately 15 feet deep
- Various venting systems for drying tobacco leaf, most commonly vertical top- or side-hinged boards running along eave sides

Recommendations

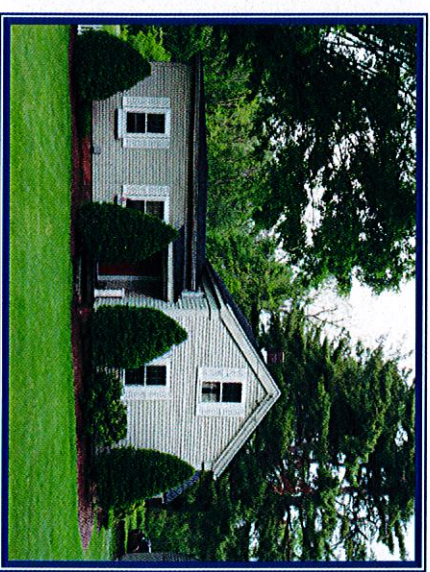
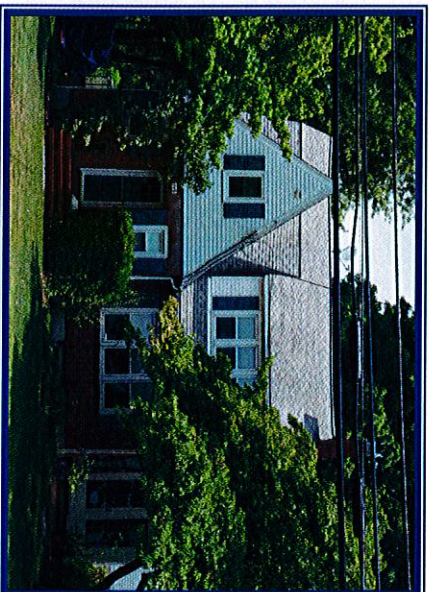
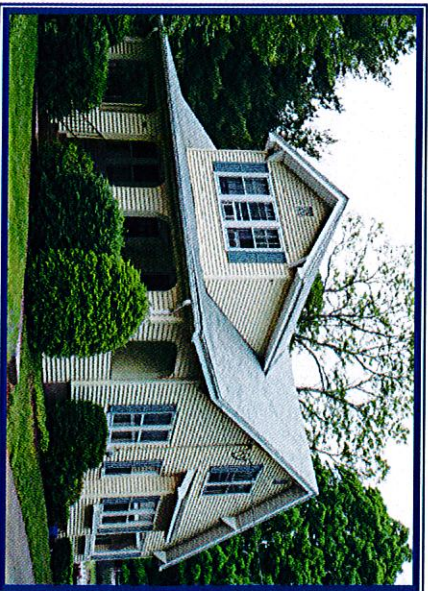
- A major purpose of a Historic Resource Inventory study is to identify those resources which satisfy the criteria for nomination to the National Register of Historic Places.
- The study area identified by this Historic Resources Inventory contains a diverse collection of period architecture.
- Several individual buildings or groups of buildings (districts) may be eligible for listing in the National Register of Historic Places.
 - Ex: Tobacco shed Multiple Property Listing (MPL).
- Begin the process of listing these properties on the National Register.
- Protect significant areas with Village Districts and/or Local Historic Districts.
- Encourage other preservation protection options and awareness.

Benefits

- Formal recognition of a property's historical and architectural significance based on national standards.
- Contributes to the unique character of the town.
- Promotes pride in the community and generates opportunities for heritage tourism.
- Impact of major projects on historic buildings must be considered.
- Studies show stable or increased property values in Local Historic Districts and National Historic Districts.
- Eligible for some historic preservation incentives.



Many Thanks



South Windsor Orchard Hill Elementary School

Town Council Presentation

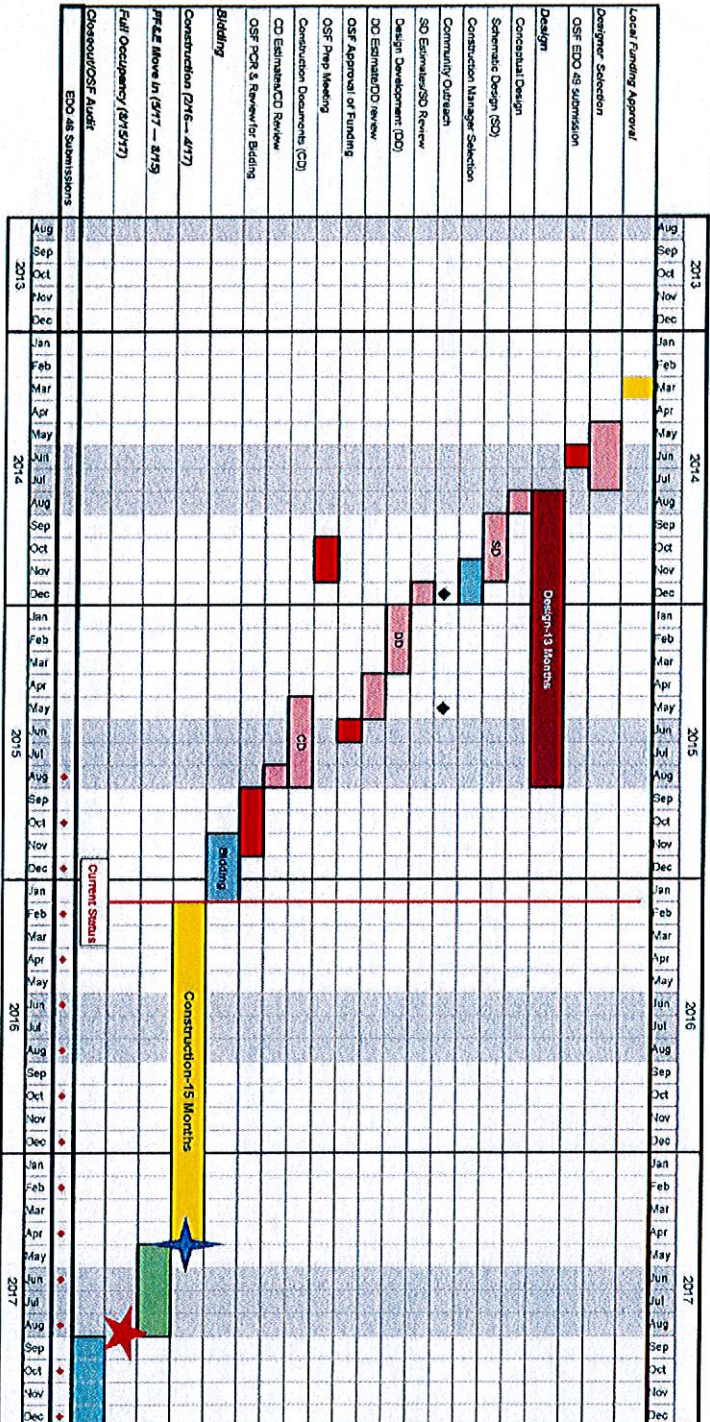
February 1, 2016



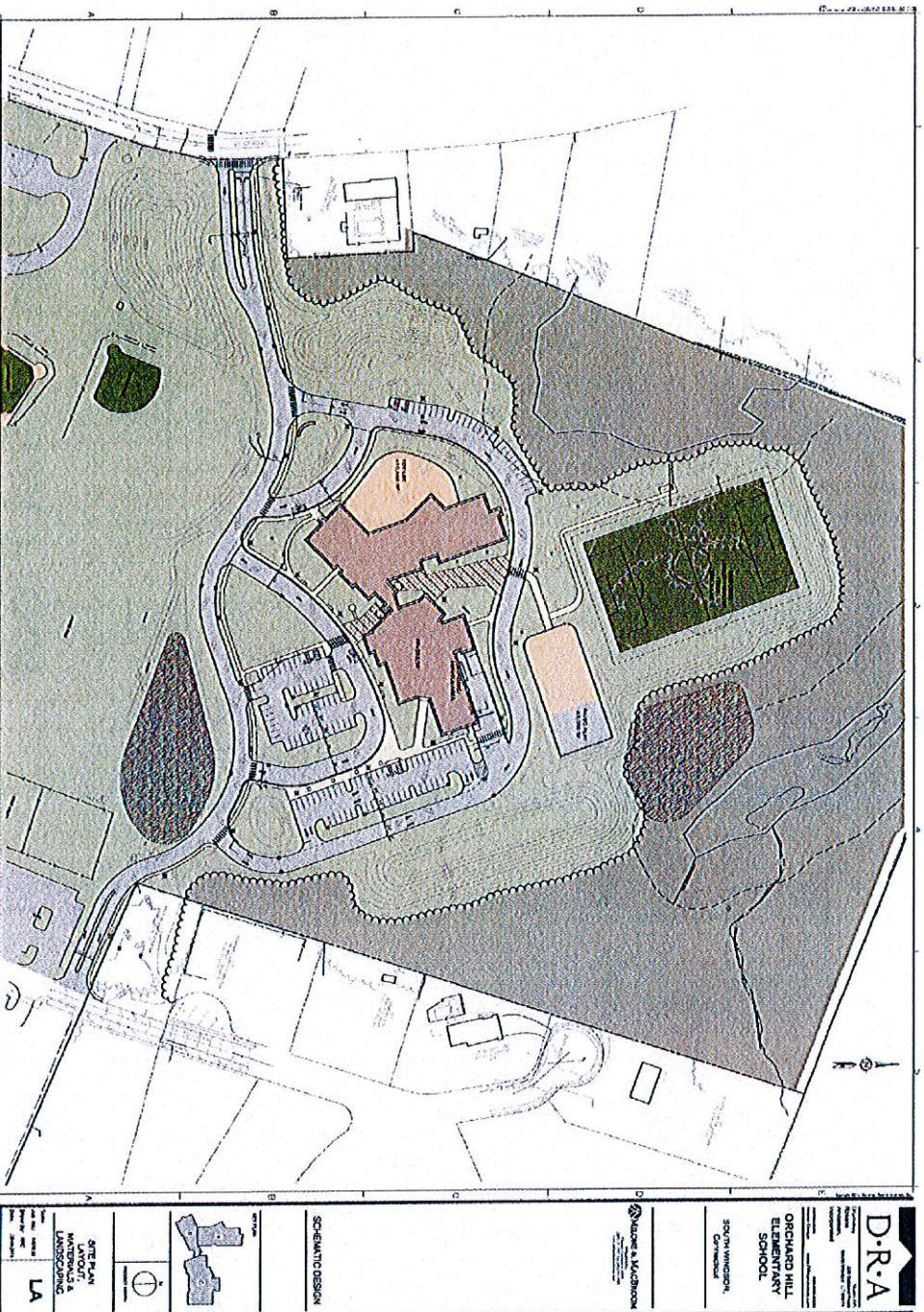
Project Schedule

South Windsor Public Schools
Orchard Hill Elementary School
Proposed Project Schedule
2/1/2016

February 1, 2016 Schedule



Project Site







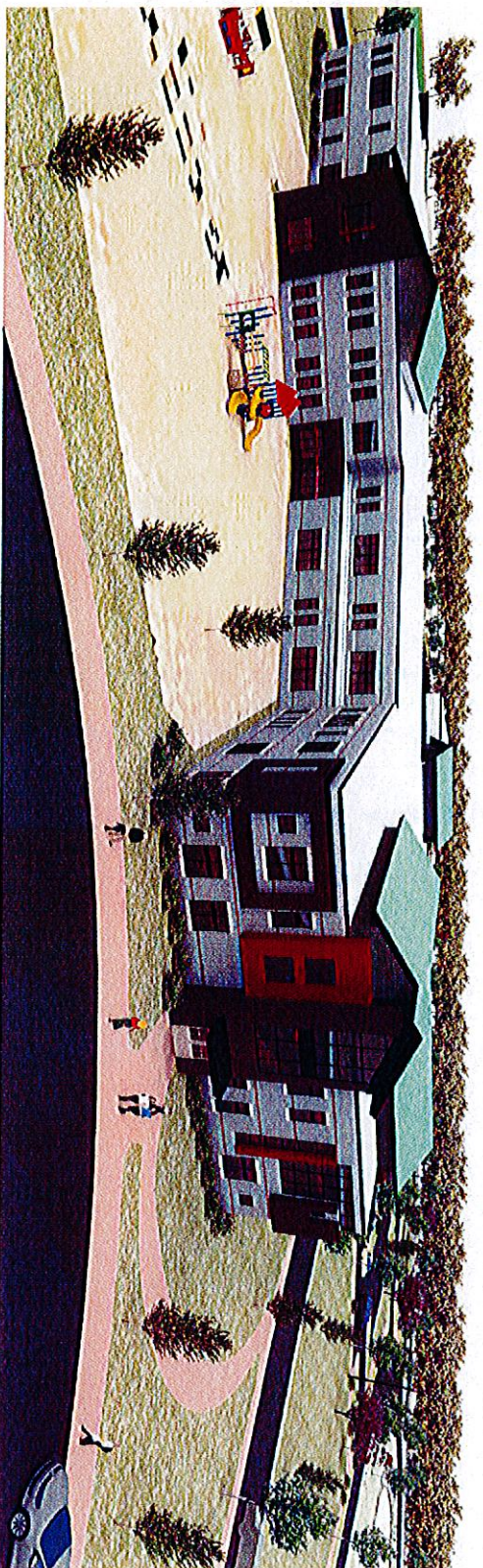
Exterior Elevation – View from Arnold Way



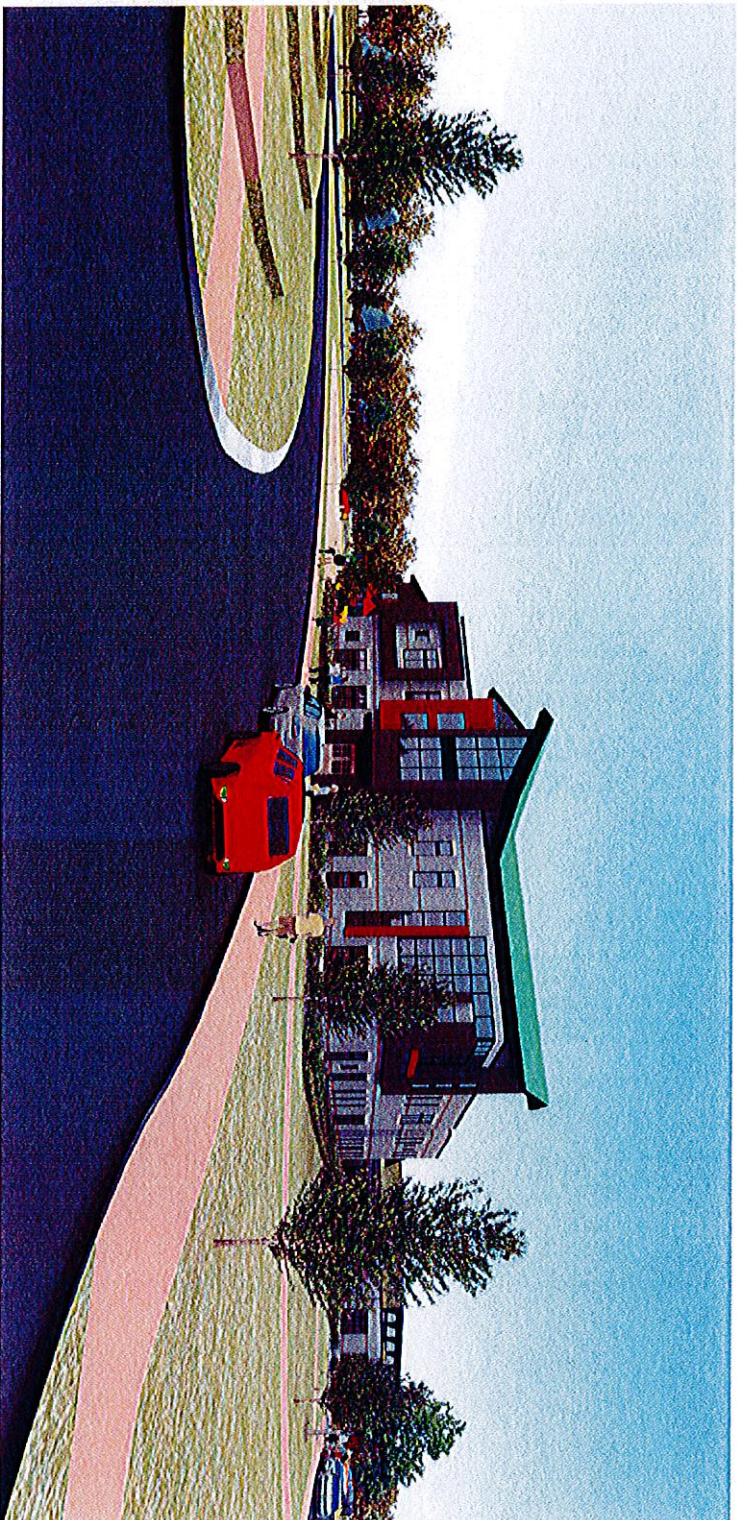
Exterior Elevation – Main Entrance



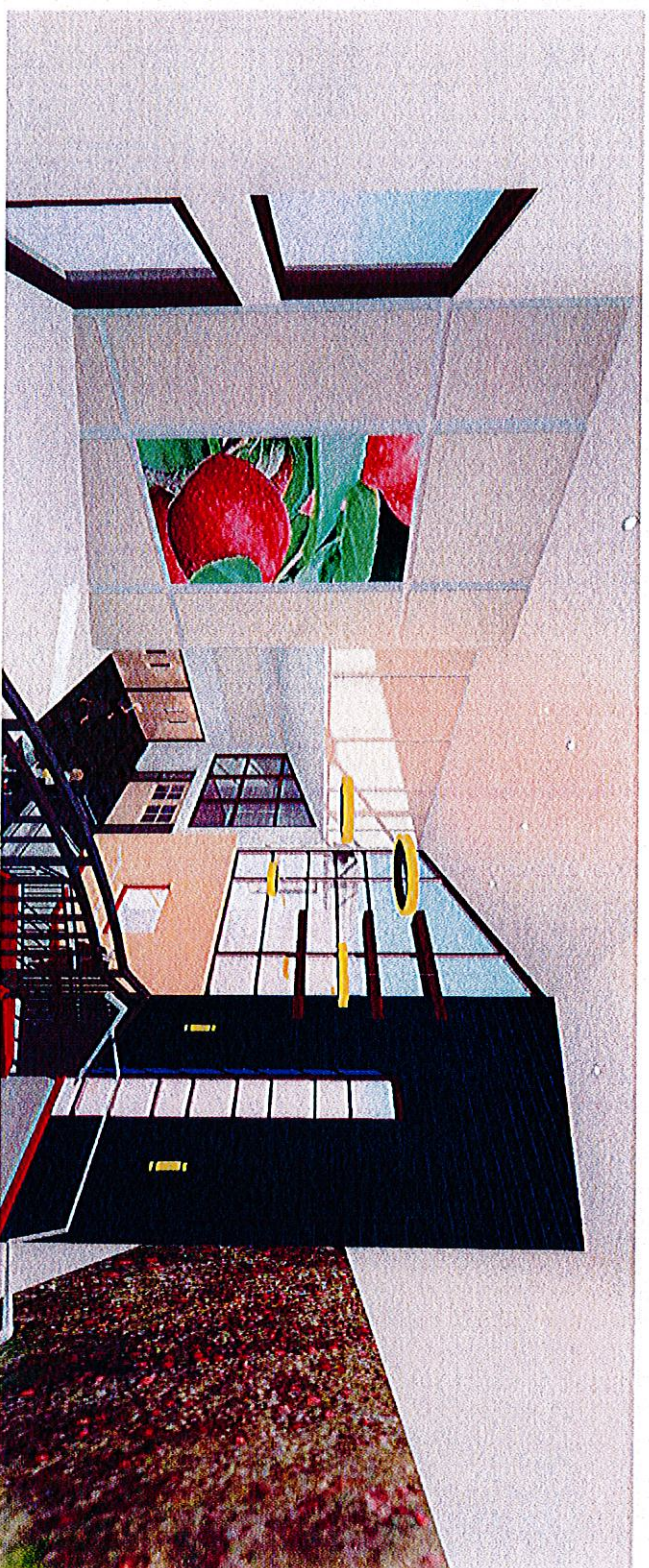
Exterior Elevation – View from Foster Road



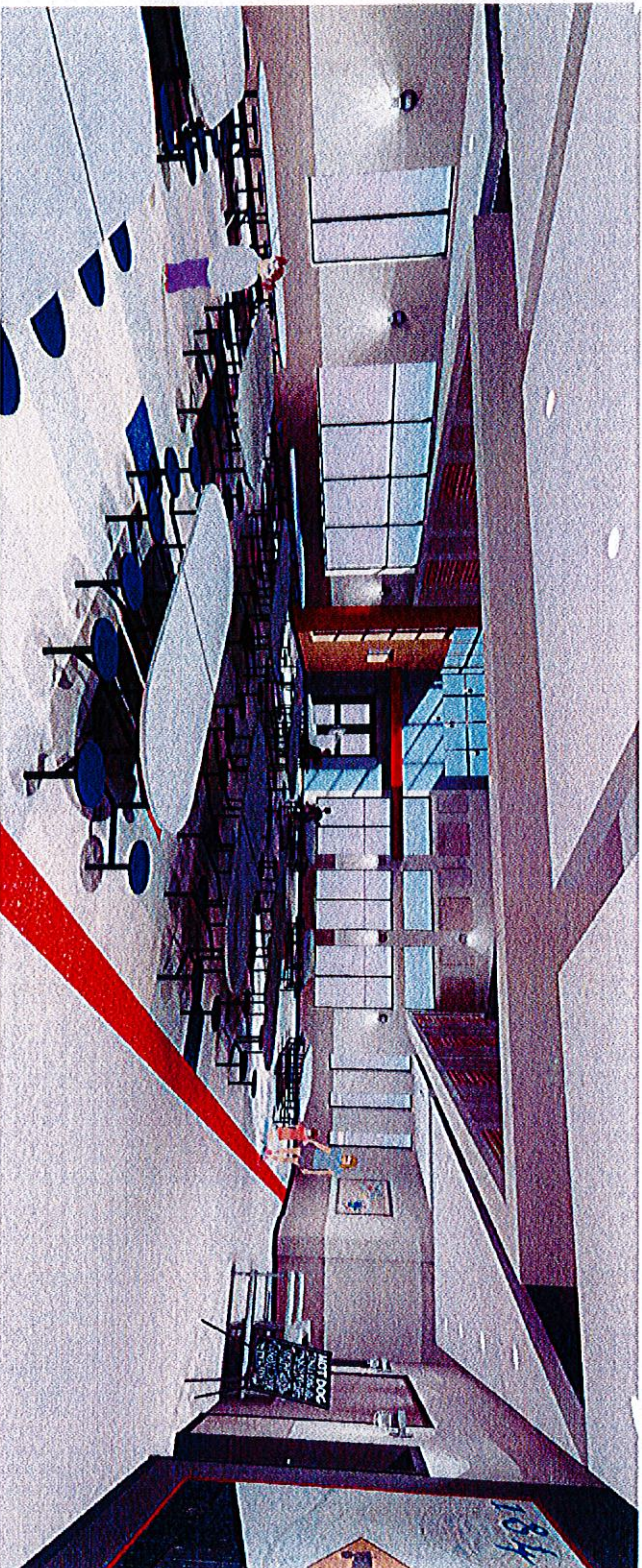
Exterior Elevation – Pre-K Drop



Interior Elevation – Lobby



Interior Elevation – Cafeteria



Interior Elevation – Gymnasium



Interior Elevation – Media Center



Project Budget

- Bids Received December, 2015 and January, 2016
 - 162 Trade Bids Received
 - Scope Reviews for all 26 Trade Packages
 - 1 Bidder withdrew; 1 disqualified
- Base Bids Under Budget
- Three (3) Bid Alternates Accepted
 - Corridor wall tile
 - Bathroom wall tile
 - Flooring Moisture Mitigation System





Accelerating success.

TAX REFUNDS

Exhibit C

Boisvert, Gail J 18 Alexander Place South Windsor, CT (Overpayment) RE14-905	3610.15	Green, Janette L 730 Farmington Ave Unit 304 W Hartford, CT 06119 (Paid on line twice) 13-509444	123.11
Hamid, Rubina R 94 Highland Drive South Windsor, CT (Total loss 1/14) 13-S851501	131.39	Katha, Sudhakara R 8900 Independence Pkwy Apt 24103 Plano, TX 75025 (Vehicle registered in TX August 2015 Plate #496WKS) 14512064	63.58
Lichtman, Jason H & Lichtman, Marjolaine 5403 Sunflare Way Lutz, FL 33558 (Out of state registration FL 7/15) MV14-513857	123.87	Lichtman, Jason H & Lichtman, Marjolaine 5403 Sunflare Way Lutz, FL 33558 (Out of state registration FL 8/15) MV14-513857	25.94
Holik, Janet C 269 Abbe Road South Windsor, CT (Overpayment) MV14-510435	87.62	Laramée, William T & Susan K 33 Lake Street South Windsor, CT (Overpayment) RE14-5571	3376.29
Pirtel, Ronald W 80 Indent Road South Windsor, CT (Replaced 1/15) MV14-518487	414.00	Ricci, Carl T 117 Bayberry Trail South Windsor, CT (Gifted car to parents 7/15) MV14-519415	15.34
Yang, Benny 950 Sullivan Avenue South Windsor, CT (Traded 12/14) MV14-525194	388.06	Johnson, Rudolph 22 Lakewood-Pintail Circle South Windsor, CT 06074 (Overpayment) RE14-4836	3133.30
	4755.09		6737.56

Mrs. Bonnie F. Rabin, Collector of Revenue Total Refunds: \$11,492.65 Date: 2/1/2016

Town of South Windsor

Town Manager's Report February 2016

Matthew B. Galligan
Town Manager



March Lobbying Trip

On March 5th, I will be traveling to Washington D.C. along with other members of the Connecticut delegation representing CCM and other towns throughout the State of Connecticut. We are looking to lobby issues including the MS4 Permit. This Permit has been brought up in discussion on the Federal level, and it would be a tremendous cost to State municipalities. As I was intervener on this issue while President of CCM, I have been asked to attend with the delegation and state our case. Any changes on the Federal level should be put on hold until municipalities have finished the first round of requirements on the Permit.

Of course, there will be other issues that I will be lobbying for to make sure that Connecticut municipalities are protected. If CCM did not sue or intervene in the Permit matter, the Town of South Windsor would have seen a \$700,000 budget increase for wastewater management requirements.

Bond Sale

On February 3rd, we will be having a bond sale from 10:30am to noon concerning the Orchard Hill Elementary School and other completed projects. The \$21 million Orchard

Hill project would all be notes as the interest rate is extremely low, and no bonds will be taken out on that money unless required after the project is completed. I will report back to the Council regarding the outcome of that sale.

Ratings Agencies

The Town was reviewed by the ratings agencies Standard & Poor's and Moody's. S&P has kept the Town at a AA+, which is the highest rating before AAA. Moody's has also kept our rating at a AA2. When the final reports come in, I will send them on to you. I have read the draft reports, and the one issue that Moody's always points out is the fund balance. They are more concerned about our fund balance than our pension and OPEB. The use of fund balance as a revenue in the current budget is not an appropriate use of that money. They would like to see the Town at a 10% range instead of 6% in order to maintain a AA2 rating. I pointed out that our other fund balances are greater than 10% and that our OPEB, pension, and health insurance funds are healthy. Moody's did mention that we have been contributing the full amount to OPEB since 2013, and it is a minimal liability with 15%

funded in equity which almost nobody else in the State has done.

Motor Vehicle Assessments

Our Assessor, Charlie Danna, is retiring. He has had an enormous task in trying to get the current amount for the Town's motor vehicle assessments. He filed for an extension, but we are hoping he will have the information in the next few days in order to complete our assessment and sign off so we can determine the impact on the Fiscal Year 2016-2017 budget. It has been a trying task because many Connecticut municipalities have had a frustrating experience with the Department of Motor Vehicles. Some towns still do not have their numbers or cannot convert the motor vehicle registrations. We are fortunate enough that our staff was able to manually check the vehicles so that we can calculate the correct number.

Draft Budget 2016-2017

All department budgets are due to Finance next week. Once we have received the numbers, we will compile the budget. I will review the numbers, meet with department heads, and make decisions regarding priorities before presenting the Draft Budget to the Council before March 21st.

Council Audit

Chuck Warrington from Colliers International will be representing the Public Building Commission at Monday's Council meeting to review the Orchard Hill project. Employees

from Blum Shapiro will be in attendance to discuss the Town's latest Audit. Ginny Macro from the Historic District Commission will present a report to the Council as well.

Development Rights

Debbie Reid sent information from David Panico to the Town Council regarding development rights under bond proceeds. It is allowable as the resolutions discuss development rights, conservation easements, etc. so you have the ability to use the last \$2 million bond authorization for such purpose. I believe there should be a policy or procedure to determine development rights as it has been a controversy in the past.

Matthew B. Galligan
Town Manager