

**TOWN COUNCIL
TOWN OF SOUTH WINDSOR**

Minutes

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September 12, 2018

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

1. Call Meeting to Order

Mayor Anwar called the Special Meeting to order at 7:00 p.m.

4. Roll Call

Members Present: Mayor M. Saud Anwar
Deputy Mayor Andy Paterna
Councilor Audrey Delnicki
Councilor Mary Justine Hockenberry
Councilor Lisa Maneeley
Councilor Liz Pendleton
Councilor Matthew Riley
Councilor Janice Snyder

Members Absent: Councilor Jeffrey Glickman

Others Present: Matthew B. Galligan, Town Manager

3. Special New Business

A. Discussion Item: Permit Fees for the Fuel Cell Project at 515 John Fitch Boulevard (*requested by Town Manager Matthew B. Galligan*)

Mr. Galligan explained that the fuel cell project is a Siting Council project at this time because it generates electricity that goes back to the grid for Eversource. In the Power Purchase Agreement, it is agreed to that the Town would get \$150,000 per year and those agreements are in place. There is a question that came up about the permits. An individual came in to begin the process to receive building permits. A discussion ensued on the items that would need a permit, and it was stated that the fuel cell would need a permit. After discussing this with Robinson and Cole, the Town Attorney, and Attorney Yagaloff, it has been determined that the fuel cell facility would not need a permit taken. The fuel cells are constructed at a different location. If permits were taken out for the fuel cell facility, the cost would be close to \$900,000.

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ITEM:

3. A. (Continued)

Tonight, the Council is being asked to waive the permit fee for the fuel cell facility. Permit fees will be taken out for the construction of the pad for the fuel cell, and any other items that are required to be permitted.

Answering questions from the Council, Mr. Galligan explained that anything that prepares the pad to be ready for the fuel cell would need permits such as the installation of the pad itself, gas, and electricity. If a company changes from oil to gas, they would need to take a permit because there needs to be an inspector who reviews the change. There has not been anything found where another Town has taken permits out for a fuel cell. The \$150,000 fee that the Town will receive is guaranteed for 20 years. The Town will charge for other types of inspections, such as fire inspection, etc.

B. Resolution Concerning the Fuel Cell Permit Fees

WHEREAS, the Town of South Windsor has entered into an agreement with South Energy Investments, LLC ("SEI") concerning the development and construction of a 5MW electric generation facility ("Fuel Cell"); and

WHEREAS, the SEI agreement involved the assignment of the Town's interest in a Power Purchase Agreement ("PPA") with Eversource Energy; and

WHEREAS, the SEI agreement involved terms for the guaranteed payment of revenue to the Town over a 20 year period; and

WHEREAS, the State of Connecticut Public Utilities Regulatory Authority ("PURA") approved the revisions of the PPA and the assignment of the PPA from the Town to SEI; and

WHEREAS, the Connecticut Siting Council has exclusive jurisdiction, pursuant to C.G.S. Secs. 16-50g to 16-50ee, over the location and type of Fuel Cell and the location and modification of the Fuel Cell facility; and

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ITEM:

3. B. (Continued)

WHEREAS, the Connecticut Siting Council has approved the transfer of ownership of the project from the Town to SEI and approved the construction of the Fuel Cell project to be located at 515 John Fitch Boulevard, South Windsor; and

WHEREAS, SEI has sought from the Town a permit for construction activities associated with the Fuel Cell facility; and

WHEREAS, the Town's role in the permit process for this project is limited to the construction of the concrete pad and other infrastructure needed to install the Fuel Cell apparatus; and

WHEREAS, the PPA contains deadlines for the completion of the Fuel Cell project, which involves not only the installation of the Fuel Cell facility but also the completion of a high-pressure gas line installation by Eversource; and

WHEREAS, the South Windsor Town Council deems it is in the Town's best interest to waive all permit fees associated with the permit application made by SEI concerning the Fuel Cell facility

NOW, THEREFORE, BE IT RESOLVED that the Town Council authorizes the Town Manager to waive any and all permit fees for the Fuel Cell facility, and further directs the Town Manager to expedite the permitting process for this project.

Was made by Deputy Mayor Paterna
Seconded by Mayor Anwar

Answering questions from the Council, Mr. Galligan explained that the fuel cell facility is a reference to the fuel cell.

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

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ITEM:

3. Special New Business

C. Discussion Item: Hiring Process for the Position of Town Manager

Mayor Anwar informed the Council that the Town Council needs to start conversations about the process of hiring a new Town Manager. The Council will go through this process collectively as a whole body.

Deputy Mayor Paterna thanked Vanessa Perry for sending the Council members copies of RFP's that have been used by other Town's.

After a lengthy discussion, Council members decided that they would like to use an Executive Search Firm for the hiring process of the Town Manager, so an RFP would have to be completed and reviewed. The Council requested that Vanessa Perry draft an RFP and send it out to the Council for their review. At the September 17th Town Council meeting, the Council will discuss any amendments that are necessary, and Vanessa Perry will send the RFP out on Tuesday, September 18th to the newspaper and State website.

Councilor members discussed a timeline and requested that the Clerk of the Council produce a timeline on a calendar once one has been established. Members discussed felt that a new town Manager should be hired by January 31, 2019 but would confirm that date during future discussions.

Council members agreed on having community members and staff members involved in the process of hiring a Town Manager.

4. Executive Session

A. To Discuss a Personnel Matter – Town Manager, Matthew B. Galligan

At 8:21 p.m. Deputy Mayor Paterna made a motion to go into Executive Session to discuss a personnel matter – Town Manager, Matthew B. Galligan. Councilor Snyder seconded the motion; and it was approved, unanimously.

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ITEM:

4. A. Executive Session (Continued)

The following individuals went into Executive Session: Mayor Saud Anwar, Deputy Mayor Paterna, Councilor Delnicki, Councilor Hockenberry, Councilor Maneeley, Councilor Pendleton, Councilor Riley, Councilor Snyder, and Town Manager Matthew B. Galligan.

At 9:25 p.m. Deputy Mayor Paterna made a motion to adjourn the Executive Session. Councilor Snyder seconded the motion; and it was approved, unanimously.

5. Adjournment

At 9:25 p.m. Deputy Mayor Paterna made a motion to adjourn the Special Meeting. Councilor Snyder seconded the motion; and it was approved, unanimously.

Respectfully submitted,

Deborah W. Reid
Councilor Clerk