

Town of South Windsor

Town Manager's Report January 2018

Matthew B. Galligan
Town Manager



Ordinances

We have two ordinances to review in the near future: fracking and construction noise in residential areas. I did not have these on for the January 2 meeting as these ordinances are still being reviewed by staff, and then the Town Attorney will need to incorporate any changes. This has been a short week, and some staff have time off with their families during the holidays, so we were not able to get this completed for January 2. However, the ordinances will be completed for the January 16 meeting.

LOTICIP Funding

I have enclosed a letter from CRCOG that has addressed the concerns on funding for two projects: Avery Street Reconstruction and the Buckland Road sidewalk project. These projects still have funding commitments, and they will be moving forward.

Moody's Rating

I emailed you a copy of Moody's rating which has been maintained at a AA2. I also know that the Journal Inquirer recently wrote an article on our rating. I want to remind the Council that it has all been redone, and we are moving forward with our AA2 rating for bonds on the two new schools and outstanding notes this February.

Wapping School MOU

There is a Resolution for January 2 for approval of a Memorandum of Understanding between the Town of South Windsor and the South Windsor Board of Education for the Wapping School. The only change in that Resolution is that this MOU would only be for five years. The MOU may need to be revisited if the Town does not take that building over in the future.

Tax Pre-Payment

There has been talk about the new tax code that has been adopted by Congress. I emailed you this information as well, but the Town cannot accept future payments of taxes per State Statute. Also, I emailed you an opinion from the Tax Collector's Association that says such change in tax status would put us into federal litigation by helping individuals participate in tax avoidance. I concur with this opinion.

If you want to discuss this further at the Town Council meeting, I will be more than happy to do so.

Boards and Commissions

There is a discussion item concerning Section 200 of the Code of Ordinances regarding the Park and Recreation Commission. The Commission would like to make some

changes in their membership by moving to seven members from ten members. They are having trouble getting quorums for meetings. This is just for discussion, but I think it is something worth noting as many of our Boards and Commissions are having quorum issues. This will be the topic of my roundtable discussion coming at the end of January.

Tax Refunds

I am enclosing a memorandum from the Deputy Tax Collector regarding a proposed change of tax refund reports. A sample of the changed reports is included with the memorandum.

Matthew B. Galligan
Town Manager

Police Department

Timothy M. Edwards
Chief of Police

SWPD Training for Active Shooter/ Building Clearing:

We were fortunate to be able to use the former Orchard Hill School for training in December. Our officers are engaged in training year-round to be sure that we are ready to answer any call for service. The vacant school gave us the opportunity to practice building entry and clearing during an active shooter event. Our officers used this training when they responded to the active shooter at Hartford Distributors several years ago. It was a South Windsor Officer who teamed up with 3 officers from other agencies who made the initial response and entry, leading to the shooter taking his own life and stopping the attack.

Our officers practice with “simunitions” guns which are similar to a paintball gun and allow for realistic training and instant feedback (it stings if you get hit). In addition to building entry; we also train year-round on defensive tactics, verbal de-escalation techniques, and emergency medical care including the delivery of Narcan.

Officer Alexis Deslauries #196 Graduated from Academy:

Officer Alexis Deslauries #196 graduated from the Connecticut Police Academy on December 21st. Now that she's completed 6 months of academy training she returns to South

Windsor to begin her 16-week Field Training Program. We use a nationally recognized Field Training Model in which the recruit officer begins patrol with a veteran officer and becomes increasingly responsible for all calls for service until week 15. The officer is rated daily in 31 categories. During week 15 and 16 the Field Training Officer is just observing and evaluating the new officer. Once the officer passes Field Training they still must complete their 18-month probationary period to be considered a full member of the Police Department.

Retirement Party for Sgt. Pete Alix:

Tickets are now available for Sgt. Alix's retirement party from either the dispatch window or by contacting Sgt. Chris Duchesne at christopher.duchesne@southwindsor.org, or Cpl. Mike Thompson at michael.thompson@southwindsor.org. The \$30 donation covers appetizers, buffet dinner, soft drinks, and a gift for Sgt. Alix. The party will be held on Thursday 01/18/2018 from 5pm to 8pm at Maneeley's Banquet Facility, 65 Rye St South Windsor, CT 06074

South Windsor Police Community Outreach Events:

On December 1st, members of the Police Department joined with fire department and EMS staff for a First Responders Breakfast at the CREC International Magnet School on

Chapel Road. This has become a wonderful annual event where we interact with staff and students. This year we also met with the students for a safety demonstration, discussing 9-1-1, and showing off the equipment we carry in our vehicles. It was great spending time with the diverse student body who are from all over Hartford County.

On December 14th, Sergeant Brian Eckblom and Officers Peggy France, Tina Mazzoccoli, Pete Korchari and Dave Johnson participated in the Reach Foundation "Shop with a Cop" event at Target and Dave & Busters. Officers met up with children for dinner and games at Dave & Busters, then proceeded to Target via a cruiser parade. The children were given an allowance of \$100 from the Reach Foundation and Target so they could shop for their families. It brought a lot of joy to the kids who participated and their families. We offer a big Thank You to both Target and the Reach Foundation for being such great corporate citizens.

On December 16th the South Windsor Police Honor Guard was pleased to assist with ceremonies at Veteran's Memorial Park for "Wreaths Across America". It is always a pleasure to assist at ceremonies that recognize our veterans for their service.

Public Works Department

Michael J. Gantick
Director of Public Works

Refuse & Recycling

Our textile recycling program began in September. We took delivery of our first recycling container and have added 6 more around town. There is one container located at each school, one at the Community Center on Nevers Road near the playground and one at the Recreation office (formerly Wapping School) located on Ayers Road. We have recycled over 10,000 pounds of textiles through November. Acceptable items that are being collected include footwear, clothing, linens, pillows and stuffed animals. These items can be in any condition.



We have confirmed our 2018 schedule for the electronic recycling events. The first event of the year will be held January 6 from 8:00-1:00 pm. The 2018 schedule can be viewed on the Pollution Control website. The drop off

location is behind Town Hall in the lower parking lot. Event staff will be on hand to unload the electronics from your vehicle. Disposal is free of charge. Acceptable items include telephones, computers, laptops, printers, stereos, televisions microwaves, DVD players, etc.

Bulky waste pickups are available on a monthly basis. Collections are curbside the first full week of each month on your normal trash pickup day. Metal is collected curbside each Wednesday and must be scheduled with the Public Works office online at www.southwindsor.org or by calling (860) 644-2511 x243. Metal items such as air conditioners, refrigerators and dehumidifiers require a \$15 mitigation fee that can be paid by cash or check at the Public Works office at 1540 Sullivan Avenue.

Special collections for the purpose of recycling whole Christmas trees have been scheduled. The first Christmas tree collection will begin the week of Monday, January 8, 2018. The last collection will begin the week of Monday, January 15, 2018. The collection will be on your refuse collection day of this week. Trees must be placed at the curb for collection by 7:00 am. Trees in plastic bags will not be collected. Please remove all ornaments and lights. These collections are for live trees and do not include artificial trees.



For more information on our refuse and recycling programs including a full list of acceptable items for each program please visit the Town of South Windsor's website at www.southwindsor.org.

Tony Manfre
Pollution Control Superintendent

Street Services

Town crews completed the annual leaf harvest despite having to deal with a few minor snow events. It was a challenging harvest as the leaves didn't cooperate as usual. The leaves stayed high in the trees later than normal. This led to a longer leaf collection than normal but as always, our crews executed.

And that snow? We have had 7 events so far this month. Those events were relatively minor and easily managed.

Our crews continue to transition from summer mode to winter mode, winterizing, cleaning and storing equipment.

The department assisted the Fire Marshal's office with a fire hydrant issue at Town Hall. This required excavation in an attempt to locate a shut off valve. As the location of the valve was unknown, we used a soft dig approach. Utilizing our Vac-All we were able to suck up soil around the hydrant without invasive digging which could lead to hitting utilities. After much labor, it was determined that the valve may not exist. It is not common for there not to be a shut-off valve, but it does happen. Work will continue on the problem in the spring. Being able to provide this support Fire Marshal's Office saved the town several thousand dollars vs. hiring an outside contractor.

Our crews also assisted Building Maintenance excavating a section of broken conduit behind Town Hall which had caused the failure of a parking lot light. Crews were successful in this endeavor and the broken wire and conduit were repaired. Hiring an outside agency to perform this work would have also cost the town several thousand dollars.

Crews performed some tree trimming as a result of line of sight issues and resident complaints. Our crews also responded to a resident request to remove trees from the recent windstorm. This damage was in an open space area in town. These trees had posed a significant threat to safety and were removed by town crews.

Beavers continue to be prolific throughout town. The beaver trapping season began December 1st and will continue into the spring. There are several areas in town where beavers pose a threat to property both residential and municipal. Although town crews have attempted to install unique "beaver baffles" in some locations in an attempt to live in harmony, this does not work in all situations and the beavers have to be removed from the area.

The sign shop replaced 13 signs during the month, 3 as a result of being struck with the remaining 10 being upgrades. There were several calls for dead animal pick-ups, illegal dumping, litter reports, and mailbox repairs.

The management team conducted interviews to fill the open Administrative Secretary position at the town garage. There was quite a lot of interest in the position and we were very fortunate to have several strong candidates to choose from. Kimberly Demur has accepted the position and will start January 22nd. We look forward to welcoming her to our organization.

Scott Yeomans
Associate Manager

Fleet Services

South Windsor's Fleet Division continues to look after and nurture all of the rolling stock inventory with impeccable professionalism and precision. In the past few weeks the division has been preparing all of the large trucks for winter by performing routine

maintenance and switching over from a harder compound summer tire to a more 'grippy' softer winter compound. Along with this they clean all of the leaf chaff from the leaf program out of the engine compartment and wearable areas, clean out the air filters or replace, and switch out the windshield wipers to a more seasonally appropriate model. Continuing with our off season maintenance cycle before all of the leaf machines are put away the fleet division will ensure they are cleaned, greased and ready to go for the following season before they are tucked away in storage.

The divisions management team continues to perpetuate fiscally sustainable rationalism, taking to task vendors who over charge for shipping or contractors that don't complete the agreed upon scope of work and expect to be compensated. It can be a friendless hardline approach to business at times but it is all done with the tax payers' bottom dollar in mind.

We have some exciting projects on the docket in the coming months, with two tractors that will need a complete tear down to get to some hard to reach hydraulic hoses and a broken oil pump gear found in the oil pan during routine maintenance. Beyond this the street sweeper will need a new dump box in the very near future that the group may either fab up and bolster or perform a full replacement depending upon the cost benefit analysis.

Vincent Stetson
Superintendent of Streets



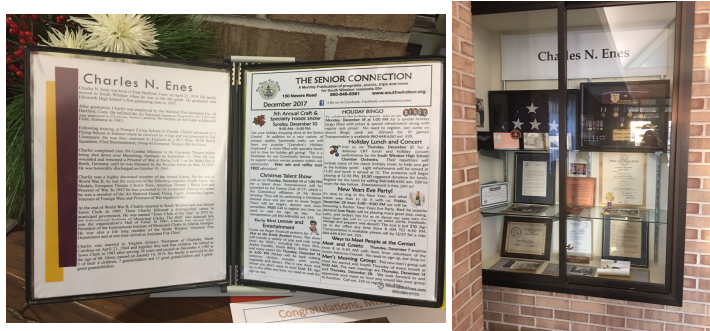
Human Services Department

Adult & Senior Services

Andrea Cofrancesco, Director of Adult and Senior Services

New Display in Memory of Charles N. Enes

The family of Charles N. Enes recently put together a display in the lobby of the community center that is named in his memory to commemorate the 30th anniversary of his death. A biography of his life is also in our display stand.



Thanksgiving Baskets and Holiday Donations

Staff in the Adult and Senior Services division of Human Services worked tirelessly to provide Thanksgiving baskets for South Windsor families and older adults. This could only be successful due to the generosity of the community: churches, civic groups, businesses, schools and individuals donated food and gift cards and made monetary donations to help the cause. A total of 142 families with 373 people received Thanksgiving baskets which included 42 deliveries to elderly or those with disabilities.

Medicare Open Enrollment

Open Enrollment for Medicare was very busy this year due to the issues that arose as a result of the state budget. Four certified CHOICES counselors (Steve Clapp, Andrea Cofrancesco, Lindsey Ravalese and Penny Shea) in the Adult and Senior Services Division assisted a total of 163 people with their Medicare supplemental insurance and Part D plans.

A note about Medicare Savings Program provided in our January Senior Newsletter:

Meet your State Reps

Medicare Savings Program (MSP) helps low income Medicare beneficiaries with paying their Medicare premiums and deductibles and automatically qualifies individuals for the low income subsidy (LIS) which reduces prescription drug costs. **The income limits have been cut almost in half as of January 1st and will result in loss of coverage for many people effective March 1. Based on feedback from state residents and advocates, state legislatures are looking to meet for a special session (in early January) to rethink this decision. We are not sure what will happen. We are offering an opportunity to meet with state reps on Thursday, January 4 at 10:00 AM at**

the senior center to express concerns about these changes. Please call to register if you plan to attend; if they come to a resolution prior to January 4, we may not have a reason to meet on January 4. In the meantime, continue to make calls and write letters to your state reps.

ProACT Prescription Cards

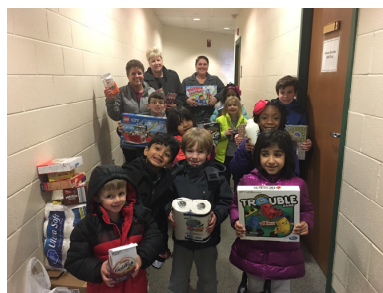
CCM offers the ProACT prescription drug card to South Windsor residents. The highlights of this program include:

- Available to any resident regardless of age, income, or current health coverage
- FREE for Your City / Town and FREE for participants
- Every prescription medication, including some pet medications, are eligible for a discount

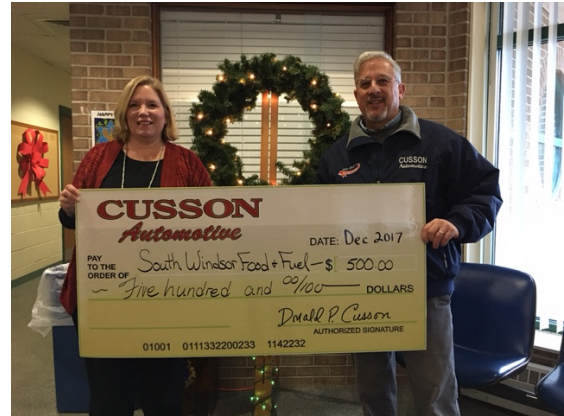
It's simple to use: Simply present the discount card at a local participating pharmacy when filling a new prescription and start saving. Anyone may print a new or replacement card any time by visiting <http://ctrxdiscountcard.com>. We also have a supply of cards in Human Services. The total saved since this service has been provided in 2013 has saved residents over \$82,000!

The Season of Giving

Kindercare recently dropped off donations of toiletries, paper goods, kid snacks and toys to help South Windsor families in need.



Cusson Auto and Napa Auto Care recently donated \$500 to the Food and Fuel Bank.



Adopt a Child Program: Donors in the community donated countless toys and clothing items to South Windsor families in need this holiday season.



Volunteers with the Stuff a Truck program donated their time and energy during the snow and it was a success with over 300 toys, 7,000 food items and \$1700 in monetary donations was donated for the holidays.



Youth & Family Services

Elizabeth Langevin, LMSW, Director of Youth and Family Services



South Windsor Youth & Family Services/ South Windsor Alliance for Families (SWAFF) is one of 14 Local Prevention Councils that has been awarded the **Connecticut Targeted Response to the Opioid Crisis** mini grant. We will be working with the Adult & Senior Services division and the SW Police Department in the next few months to offer a Narcan training. In addition, we will focus on outreach and education efforts, which will include educational mailings, flyers and posters to area medical professionals as well as information that can be available for patients and customers on the potential dangers of Opioids.

Teen Center

During the month of December, the Teen Center offered a free presentation for high school students on social media and the impact it has on youth- both positive and negative- by a local organization called "Welcome2Reality". Twenty students attended the workshop and completed comment cards at the end. This was the first time the Teen Center offered an educational workshop during afterschool drop in hours

and the feedback from students was very positive! Given the response from participants and the motivation from the Teen Center Youth Council who recommended the event, we hope to plan more workshops in the New Year.

The Teen Center Youth Council got in the holiday spirit this month by teaming up with new Teen Center participants and hosting a fun gathering the week before the winter break. It was a great event that came together because of the dedication of two SWHS teachers, Laurie Giacomazzi and Eileen Connor, whom collaborated with our group and students from their resource class. We hope to continue this partnership and create more opportunities for small group gatherings and afterschool activities.



Parent Education and Support

The SWAN parent/child playgroup continues to grow! The children look forward to coming to play with their friends on Monday mornings and riding on the roller coaster. The parents reported they are so thankful to have a big space to allow their children to burn off some energy as the November weather has been very chilly! Children and their parents can make a craft





together and play with developmentally appropriate toys in a safe and welcoming environment.



Due to the popularity of our recent Chef In Training program, we held **Bake With Your Kids** program on December 21st. We invited



families in to make some holiday cookies from scratch. Cooking together is a great way for families to connect and have some fun!

Early Childhood Resource Fair will be Saturday, January 6th 2018 Youth and Family Services will host their 1st Early Childhood Resource Fair. Early Childhood education is vital to our community. Children need a strong early learning foundation to succeed in school, and go on to succeed in life. Currently the Committee is working hard to plan this wonderful event. The committee is made up of childcare providers, law enforcement, fire department, pediatricians, nutritionist, South Windsor childrens librarian and many other community providers that provide support and services to parents and young children.

School Outreach

Students Against Destructive Decisions organized a "SADD Makes You Happy Day" at the high school. They wanted to take some time to send appreciations to the staff and students. They baked treats for ALL of the staff at the school, gave flowers to the cafeteria crew, handed our candy canes to kids, created positive sticky notes for all to enjoy and hid bags of money and gift cards around the school to surprise people. They were excited to show gratitude to others.

Please check out our Facebook

<https://www.facebook.com/SWYouthFamily>

or call Liz at 860-648-6361 x331 for more information on any above program.



Parks & Recreation Department

Raymond Favreau
Director of Parks & Recreation

“Discover the Benefits!”

John Caldwell, Jr.
Superintendent of Parks

MONTHLY REPORT - January 2, 2018

Keri Apt
Asst. Director of Parks &
Recreation

Park & Recreation Commission (PARC)

– The next PARC meeting is Wednesday, Jan. 10th at 7:30pm now in their new location in Room 14 at Wapping School, 91 Ayers Road.

The South Windsor Walk & Wheel Ways (SWW&WW)

sub-committee meets next on Wed., Jan. 3rd at Wapping, Room 54. Thirty-four folks attended the Dec. 2 Full Moon Walk under a beautiful “super moon” followed by hot chocolate by the fire pit! They will be hosting a regional meeting of Ride CT on Jan. 24th from 6:30-8:30pm at Wapping highlighting our 4th grade bicycle education program.

The South Windsor FOOD Alliance (SWFA) – No report at this time. Go to www.swfood.org for more details.

Like us on Facebook - We reached the 2,000 “likes” milestone on Dec. 14th ! To let our folks know that WE like them too all individuals who like our page were entered into a raffle to win a \$100 SWPRD gift card good towards any parks & recreation program or service! And, Krystle Bellerose was our lucky winner! Help us now shoot for 3,000 –

by liking us at south windsor parks & recreation and **check out the awesome videos posted?** Also, please follow us on Instagram too at SWPRD06074!!

Special Invitation to Councilors – SAVE

THE DATES: SATURDAY, Jan. 20 (snow date 1/21) visit our rescheduled bigger & better **Open House** to celebrate our new home at **Wapping School** between 10am and 2pm. There will be plenty of activities, games, door prizes (including the “swim for life” grand prize of a lifetime individual pool pass to VMP!), refreshments, inflatables, entertainment and a special community build LEGO “Mystery Mural”! As always, we offer all members of the Town Council an open invitation to visit any of our 400+ recreation programs or park facilities throughout the year. Please give us a call and we will even escort you!

RECREATION DIVISION

“Feel great – recreate!”

4th R Before & After School Program – January enrollment across the four elementary schools is at 141 morning

participants and 247 afternoon participants. The Early Release Wednesday program to support the BOE professional development program does not operate in the winter and will re-start March 21

“Grinchmas” – Our brand new “Grinchmas” event on Friday, Dec. 1st from 7-9pm at Wapping in celebration of National Grinch Day drew over 250 family members! This free family event offered participants Grinchy crafts and games culminating with a showing of the now-classic made for TV cartoon version of Dr. Seuss’s How the Grinch Stole Christmas Grinch cartoon, highlighted with a visit from a special green guest. Kudos to Recreation Supervisor, Shelby Kosa for creating the idea and delivering a great family night in our new home!

Letters to Santa - Between Dec. 4th and 21st children dropped off a record-breaking 282 letters to Santa in a special mailbox under the Nevers Park gazebo at the corner of Nevers & Sand Hill Roads. Ambitious and creative “elves” from Parks & Recreation made sure that each letter received a personalized response from Santa!

Merry & Bright Holiday Lights Contest – 16 homes welcomed the return of the friendly, festive and free competition of the Merry & Bright Holiday Lights Contest! Judges from the Parks & Recreation staff toured the town on Thurs., Dec 14th from 7-10pm with complimentary transportation proudly provided by Lindsey Limousine! \$100 cash prizes were awarded to the winners

in each of the following categories: Most Original, Most Holiday Spirit, Brightest, Best Overall and the Dazzling Display (in honor of the annual festive display by Tom Delnicki at 130 Felt Road, who will not be entering the contest this year. Check out photos of winning entries on our Facebook [pager!]

Wapping Re-Purposing – While waiting on quotes, materials and timelines for Phase II (which includes Cafeteria remodeling to a Banquet facility, converting room 37 to fitness class room and expanding parking is a work-in-progress), we began preliminary work on Phase III, which incorporates renovating rooms 12, 14, 33, 36 for multi-purpose uses.

PARKS DIVISION

“Caring for South Windsor’s Growing Needs”

December Activity Highlights:

Athletic Fields & Grounds:

- Removed and stored all sports goal netting for the winter.
- Completed Fall clean-up of all town properties.
- Completed dormant grass seeding of premiere athletic fields and grounds in town.
- Fence lines at various sites continued to receive some needed attention and invasive clearing.
- Continued clearing overgrowth and dead trees along the Plum Gulley Brook on the high school campus.

Parks & Open Space:

- Prepped the eagle patio at VMP for the annual Wreaths Across America ceremony.
- Continued clearing invasive materials and dead trees from the newly acquired Collins Hill.
- Began work on some improvements to the Mountain Bike trails at Rye Street Park in preparation for a planned special event there next Spring.

Projects:

- Improvements and renovations performed in-house at Wapping included hanging nearly 300 linear feet of holiday "icicle" lights along the front roof line of the building, and began remodeling efforts to turn room 37 into a small group fitness class room.

Other

- Set up the annual "Giving Tree" holiday display at the Nevers Park Gazebo.
- Dominating the majority of this month's accomplishments, along-side staff from Street Services we completed the annual leaf harvesting operation.
- All crew members actively participated in our annual divisional review on Dec. 15th to flush out the good and the bad from the past years' operation and set our goals for the coming year. Fantastic input and team building!!
- Prepared for sidewalk snow removal operations



Lawn sign that each contestant received and posted on their property for ease in identification by the judges on the night of the newly resurrected holiday lights contest



This year the 4th "R" Staff participated in the Human Services "Adopt-A-Child" program. Our staff raised \$344 and they were then able to purchase all the needed and wish list items for a 9-year-old girl in South Windsor!



Over 120 Participants braved the snow to come to Skate with Santa on Sat., Dec. 9th from 4:00 to 5:30pm at the South Windsor Arena. 84 unwrapped toys were collected for Toys for Tots. Thank you to Dzen Realty for their generous sponsorship of this event!

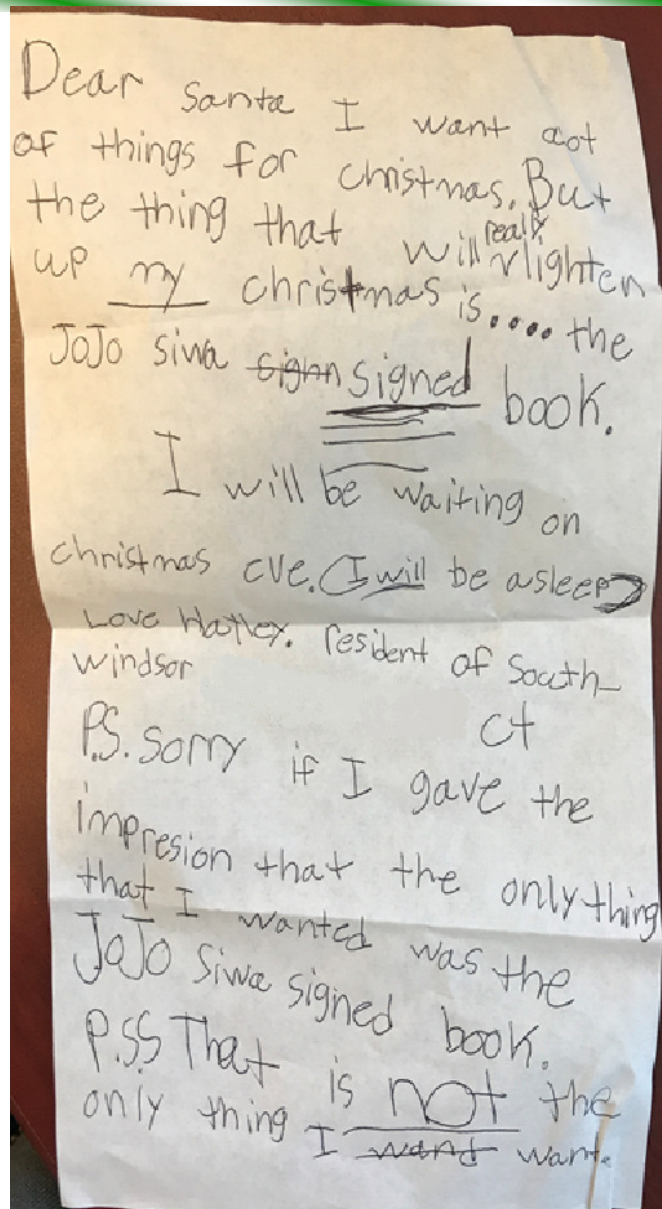
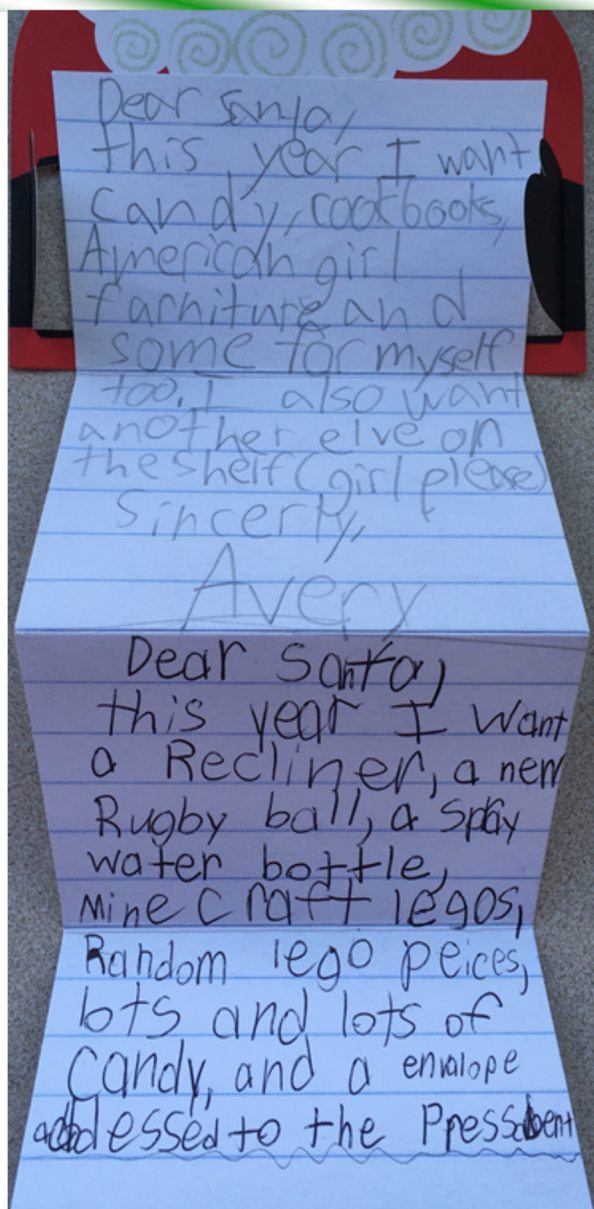


Santa visited Monday Night Social Club—a weekly program held for Adults from the Special Needs Community. Santa arrived on a decorated SWFD truck and over 70 participants attended.



Over 300 people attended the Wreaths Across America event at Eagle Patio at VMP. South Windsor placed over 1100 wreaths in towns at Veterans' graves on Dec. 10.





Just two of the 282 delightful letters to Santa received at our specially marked mail box at Nevers Park!



Rachel Burnham

Yesterday at 4:50 PM

If anyone in town knows Santa please tell him that the personalized HANDWRITTEN letters he sends back to the kids in SW are AMAZING!! Wish I videotaped my kids reaction when I read the letter and it said he saw all 3 Burnham kids were on the good list! They were jumping for joy and yelling with excitement. I will never forget this. Thank you South Windsor for helping make the season magical!

89

19 Comments

Like

Comment

A recent post to our Facebook page in response to our Letters to Santa service!



Parks and Recreation and Human Services worked together to deliver 24 free Christmas trees to South Windsor families in need.

January 2018 Town Council Meetings and Events

Meetings

Tuesday, January 2, 2018

7:00 p.m. Regular Meeting

Council Chambers

Tuesday, January 16, 2018

7:00 p.m. Regular Meeting

Council Chambers

Holidays

Monday, January 1, 2018

Town Offices Will Be Closed in Observance of New Year's Day

Monday, January 15, 2018

Town Offices Will Be Closed in Observance of Martin Luther King Day

Layout by Ashley Booth, Executive Assistant

