

# ***Town of South Windsor***

## **Town Manager's Report December 2018**

*Matthew B. Galligan*  
*Town Manager*



The Town Manager's Report will be given verbally at the December 3, 2018 Town Council Meeting.

## Police Department

Scott P. Custer  
Chief of Police

### **December 2018**

#### **"No Shave November":**

For the first time, South Windsor PD participated in No Shave November. During November, we temporarily suspended our grooming regulations to allow for beards and goatees. Participating officers made a donation to participate and all money raised is going to Smilow Cancer Hospital at Yale.

Unlike most other agencies, we did not seek donations from the public; our citizens and business community are very generous and support our other endeavors. We are proud to announce that we raised \$1,000.00 from our staff donations.

The beards have been a great "icebreaker" and point of conversation- all part of a community policing emphasis on conversations with the people we serve.

#### **Wildlife Reminders:**

We published a reminder that coyote sightings tend to increase in the fall and offered a link to the D.E.E.P. fact sheet. The notice is on our Facebook page, which is also fed to our department webpage at [www.southwindsor.org/police](http://www.southwindsor.org/police)

#### **Community Policing Events:**

November was a busy month; we assigned district officers and plainclothes officers to watch polling places on Election Day looking for hazardous situations. Everything proceeded smoothly from a law enforcement viewpoint.

Community Outreach Officers participated in

the Emergency of Hunger Food Drive at both Stop & Shop and Geisslers on Saturday, Nov. 17th and Sunday November 18th. The event was very successful, collecting 180 turkeys, over \$5700.00 in cash and gift cards plus trailers full of food items. All of this will aid our neighbors in need.

Police Honor Guard members along with Chief Custer attended the Veterans' Day Ceremony on November 11th at Veteran's Memorial Park. The Honor Guard team conducted a rifle salute to close the remembrance ceremony. Nine of our sworn staff are veterans and we thank all who serve and have served.

Traffic Officers participated in the 2018 Click It or Ticket campaign aimed at improving seatbelt use compliance. This is a grant-funded effort intended to promote safe driving and increase the protection of all motorists.

#### **Winter Parking Ban went in effect:**

The traditional enforcement of the ban occurs ahead of snow events and upon complaint. The purpose of the regulation is to facilitate the clearing of roadways of leaves and snow. The town regulations state, "No vehicles shall be parked on the public streets of the town overnight for the period from November 15th to April 15th. Any vehicle parked continuously between the hours of 2:00 a.m. and 6:00 a.m. during this period shall be deemed to have been parked overnight, and the owner may be subject to a fine." Officers may leave warning

## Police Department

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notices on vehicles found in violation, however during storms the cars are subject to tow.

Snow/Ice Storms: No vehicle shall be parked on the public streets of the town during a snow or ice storm that has been in progress one hour and continuing for a period of 24 hours after the storm has ended.

### **Please lock your cars:**

We have published warnings about car burglaries for over 10 years and they still persist because the thieves find easy targets every time they go out. This is a statewide problem where juveniles and older teens typically go out in groups at night and pull on car door handles. They ransack unlocked cars and if they find keys or key fobs they often steal the car knowing there is no real consequence for juvenile offenders. Please remind your neighbors, friends and relatives; lock your car every time you exit.

### **Officer Tim Hankard Retired:**

Congratulations to South Windsor native, Officer Tim Hankard who retired on Friday, November 16th after 21 years as a South Windsor Police Officer. Best wishes to Tim for a long and healthy retirement, we thank him for his excellent service to this community.

### **Follow us on Social Media:**

We try to keep a presence on Social Media, our Facebook page and Twitter feed are also displayed on our webpage <https://www.southwindsor.org/police>. We encourage

everyone to follow us and share information with friends and family.

Facebook: South Windsor Police Department

Twitter: @SWPD\_PIO

## Public Works Department

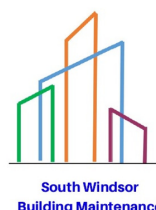
Michael J. Gantick  
Director of Public Works

First and foremost a BIG Thank You to the Town Council for both your wisdom and effort in putting the Infrastructure Bond Question out to Referendum in November. The voters overwhelming approval demonstrates the communities' support to keep our most expensive assets in good working order. Staff are excited to move these initiatives forward.

We were fortunate to participate in the Connecticut Environmental Health Associations' Fall Chloride Workshop in November. Representatives from private and public water supply utilities, the Department of Health, Department of Transportation, Department of Energy and Environmental Protection, local health districts and private sector professionals were in attendance. What is significant is that the issue of safe drinking water supplies ( both public and private wells) is of growing concern both here in Connecticut and nationwide. While there is a great deal of work to be done, one focus will be to get all the stakeholders together to work on practical solutions that provide the greatest balance between the environmental impacts, safety and costs especially for winter maintenance practices. The Public Works staff have also been involved in both the development and participation in the newly implemented Green Snow Pro training program. This program will be one of the major elements of providing sustainable proactive strategies for practical winter operations. One of the other major challenges will be to get the traveling publics

appreciation in what eventually may be different levels of expectations. There is opportunity for real progress to be made but it will require out of the box thinking and a change to the "Traditional Approaches" to problem solving. Stay tuned for further updates in the coming months.

Wishing you and your families a happy and healthy holiday season!



### **Public Buildings Division**

*"Providing Exceptional Facilities Services for the South Windsor Community"*

### **September-October-November Report**

#### **Highlights of Work Accomplished by the Building Maintenance Staff:**

- Installed new flat screen TV in the Town Hall Lobby
- Installed new ceiling fan in Wash Bay
- Replaced 4 sinks at the Police Department
- Updated the Rotary Pavilion women's room (new drop ceiling, new LED lighting, exhaust fan, painted stall partitions, installed new mirrors, new dispensers and a new hand dryer

#### **Preventive Maintenance tasks completed by staff:**

- Monthly above ground tank inspections
- Panic device testing at all sites
- Annual fire extinguisher testing

## Public Works Department

Michael J. Gantick  
Director of Public Works

- Annual door, door hardware and lockset lubrications all sites
- Winterized Rotary Pavilion, Press Box, Little League Shack and Rye St Pavilion
- Cleaned all roof drains
- Eyewash station inspections
- Daylight savings time adjustments (wall clocks and time clocks)
- Installed plastic window film on drafty windows in Town Hall
- Replaced exterior steel doors on the back of the Community Center
- Replaced exterior steel doors on the back side of the Library and on the Wash Bay Storage Room door at the Garage
- Installed new toilets in the men's and women's bathrooms at Rotary Pavilion
- Repainted Public Works offices at Town Hall (phase one)
- Winterized Veteran Memorial Park
- Various repairs to overhead doors at the Town Garage

### **Contractor project work completed (Sept, Oct, November)**

- Ground concrete floor and applied two part epoxy flooring system to men's and women's bathrooms at Rotary Pavilion
- Updated electrical work on the VMP pool pump electrical control cabinets
- Installed several new electrical circuits at the Police Department
- Insulated approximately 150 linear feet of duct work in the maintenance bays at the Town Garage
- Replaced the HVAC cooling tower and fence at the Library
- Modified ductwork on the air handling unit for the Council Chambers
- Removed all mechanical controls from the air handling unit for the Council Chambers, installed new direct digital controls, control valves, actuators, and thermostat to better control the environmental conditions in the space.
- Installed new photo eye for flag pole at Major Michael Donnelley Land Preserve



On October 15th, I held Facilities Building Maintenance/Management Roundtable discussion at the Edward F. Havens, South Windsor Annex. The roundtable discussion topic focused on technology in facilities management. Aside from the technology topic, Bill Demaio, Chair of the Board for the American with Disabilities Act Coalition of Connecticut presented a thirty-minute PowerPoint on Title II of the ADA, (2010 Standard for Accessible Design) which effects both state and local government's responsibilities under the act. After Bill's presentation, the roundtable members discussed a variety of technology topics ranging from Geographical Information



## Public Works Department

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Director of Public Works

Systems (GIS) to Artificial Intelligence (AI) and how these technologies are being used in facilities management today. It was a successful turnout with eighteen Facilities Managers and Directors attending from across the state.

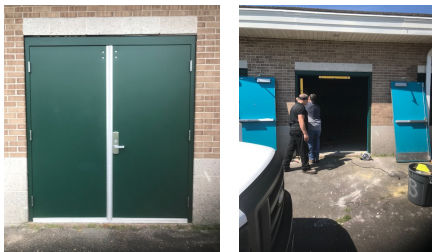
-Clay Major  
Facilities Manager, Public Buildings Division



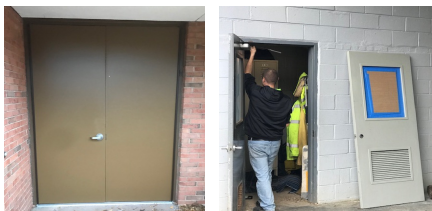
*Library Cooling Tower and Fence Replacement*



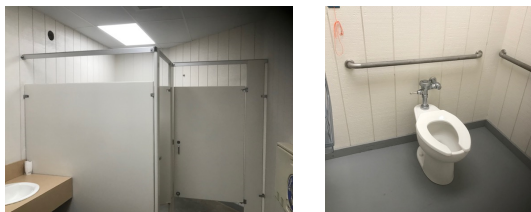
*Ductwork Insulation Town Garage*



*Community Center Door Replacement*



*Library and Town Garage Door Replacements*



*Rotary Pavilion Women's Bathroom Updates*



*Town Hall Lobby TV Install*



*Old HVAC Pneumatic Controls Being Replaced by New Direct Digital HVAC Controls for Council Chambers*



*New DDC Valves and Ductwork to Precisely Control Heating and Cooling in Council Chambers*

### **Street Services**

The entire staff has been working to prepare for and execute on the 2018 Annual Leaf Harvest. The program began on November 5th after two days of equipment testing the prior week to ensure that everything would be

## Public Works Department

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Director of Public Works

a go. The leaf harvest was going along quite well with only a few minor issues. That was until November 14th when winter storm Zoe arrived. Switching from leaf collection to snow removal is no easy venture. Our crews worked tirelessly to make certain that we were prepared to manage this (pre) winter event once it arrived.

Our crews worked through the night on the 15th to clear roads for commuters, busses and emergency services venturing out Friday morning. Thankfully, it was just a messy, quick moving storm with rising temperatures later in the day.

During Thanksgiving week, crews were back to leaf collection, once again switching back to leaf collection mode. There was yet another snow event on the 21st requiring a small contingent of public works maintainers to treat the roads following a heavy snow squall as temperatures had dropped and roads began to freeze.

Following the Thanksgiving holiday week, crews were back at leaf collection. As the snow and some rain events during the month curtailed the leaf harvest, we are obviously behind schedule. But, the program has not stopped. We are doing our best to communicate with our customers using several different media formats to keep them apprised of our location and the status of the program. It is our hope to complete the first

pass by the end of November with a lighter than usual final pass.

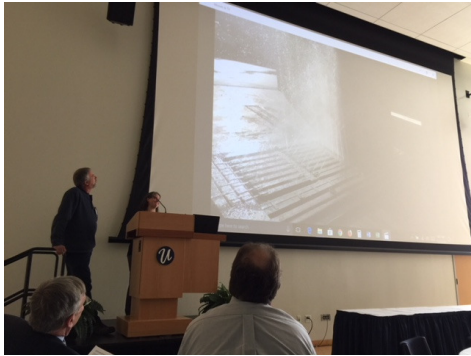
We had 3 of our people graduate from UCONN's Technology Transfer programs. Mark Hilton graduated from Road Master program, Vincent Stetson graduated from Road Master and Road Scholar programs and Scott Yeomans graduated from Road Scholar program. At the ceremony held on the Storrs campus, the Fleet Services Department was also recognized for our under carriage truck washing system as part of the Innovative Solutions Awards.



The department also hosted the first ever UCONN Technology Transfer Program's "Green Snow Program" or Green Sno Pro. This program is aimed at educating public works officials and operators on the value of ensuring equipment is calibrated properly, having multiple application strategies and minimizing the use of road salts and chemicals to protect the environment. In addition, the department was asked to host and attend the final operational pilot for this program earlier in the month to put the final touches on this new initiative.

## Public Works Department

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Director of Public Works



The Fleet Services Department was on top of their game making repairs quickly for the leaf program. It is inevitable that equipment will break down from time to time, but this group minimizes our down time every day. They were instrumental in assisting with the transformation from leaf collection to snow removal and back again. All of this done while still continuing to repair and service police vehicles and Human Services busses.

Fleet Services is also in the process of making the finals adjustments to the rest of the snow removal vehicles by inspecting plows, servicing trucks and equipment in preparation for the winter season.

- Scott Yeomans  
Associate Manager, Public Works

### Engineering

#### **Buckland Road Sidewalks**

Trademark Contractors has completed most of the new sidewalks along the west side of Buckland Road working from Deming Street to Ellington Road and Sullivan Ave. They will begin working to remove sediment from the

Plum Gulley Culverts that are under Buckland Road in advance of extending these culverts to the west. The traffic signals at 3 intersections will be modified for pedestrian ramps, signals and crosswalks. The last few pieces of sidewalk, culvert extension and pedestrian signals will not be done before winter and will be completed next spring and summer.

#### **Avery Street Reconstruction 3** (Orchard Hill Road to Manchester Town Line)

Phase 3 of the reconstruction of Avery Street is almost complete. Red Technologies has installed new storm water drainage pipes and structures, new gravel road base pavement, bituminous curb and driveway aprons on this section of Avery Street. Concrete sidewalks have also been installed on the west side of Avery Street most of the way down the hill to meet the existing sidewalks by the corner of Deming Street. Lawn restoration and a few remaining sidewalk sections will be completed in the spring.

#### **Sidewalk Repairs**

CRC of Connecticut is almost finished raising sidewalk slabs that have settled a couple of inches throughout Town. Martin Laviero Contractors has begin to replace damaged sidewalk slabs in many places in Town. They will work to replace the worst sidewalk problems we have recorded in Town until winter sets in and continue next spring as needed.

-Jeffrey Doolittle, P.E.  
Town Engineer



## Human Services Department

Andrea Cofrancesco  
Director of Human Services

### **Human Services Update:**

The Human Services Department is hard at work providing services to low income families during this time of year when people come together to celebrate their holiday traditions and spend time with family. Not all are as fortunate as some, so it is a true gift to be working in a town where generosity and good cheer is spread to those in need. This includes food and toys, but also counseling for youth and families who may have struggles they are dealing with. Our youth counselors are completely booked up with a wait list due to the need. We have a great team of dedicated and caring staff who goes above and beyond to serve South Windsor residents of all ages. Thank you to the town council, the town manager and the assistant town managers for their support of our department that allows us to make a difference in people's lives. Wishing you all a joyous holiday season.

### **Adult and Senior Services Division:**

#### **Grant Received**

Tai Ji Quan Moving for Better Balance (TJQMBB) is an evidence-based fall prevention program that incorporates Tai Chi movements along with strength and balance to help decrease the risk of falls in older adults. The South Windsor Senior Center is pleased to announce that we will be offering this program to our senior citizens AT NO COST through the Dartmouth Centers for Health and Aging (DCHA), (recipient of the Administration for Community Living's fall

prevention program grant). Thanks to the CT Department of Rehabilitation Services, (DORS) in collaboration with the North Central Area Agency on Aging (NCAAA) and the Yale CT Collaboration for Fall Prevention for offering free training to our instructors to deliver Tai Ji Quan Moving for Better Balance (TJQMBB). The program is based on 2 classes per week and is scheduled to start in February of 2019.

#### **Renter's Rebate**

Caseworkers processed 200 applications to South Windsor residents in the Renter's Rebate program. This program provides a refund for low income renters and provides staff an opportunity to screen people for additional programs that they may benefit from.

#### **The Season of Giving**

The Season of Giving is here and the staff in the Adult and Senior Services Division is proud to be part of this EXTREMELY GENEROUS community! The photos below are just a few that we are highlighting: South Windsor High School Football team, Girl Scouts, Savings Institute Bank and Trust, Rotary Club, ASM, Police and Fire Departments and Coldwell Banker Real Estate Agents. Our biggest food drive of the year is from The Rotary Club, which resulted in \$5,608 in monetary/gift card donations, with over 8,000 food items and 178 turkeys!

## Thanksgiving Baskets

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 186 families with 426 people received Thanksgiving baskets in addition to 35 deliveries to elderly or those with disabilities totaling 221 families.



*Girl Scouts assist with sorting and packing for Thanksgiving baskets*



*Savings Institute Bank and Trust donate to food bank*



*SW High School Football Team donated 60 turkeys  
(Tanner and Kevin pictured)*



*Rotary Club, Interact Club, ASM, Police and Fire Departments assist with Rotary Food Drive*



*Real Estate Agents from Coldwell Banker donate to food bank*

## Winter Craft Show

Come to our 6th Annual Winter Craft Show at the Community Center, 150 Nevers Road, on Sunday, December 9 from 9:00 AM—3:00 PM. Free Admission –Bake Sale and Raffle!! – This year we have doubled the size of our show to include several rooms of handmade crafts and specialty foods. Check off the last minute needed gifts on your list! Hot dogs and salads will be for sale. This is a fundraiser that supports the Senior Center's Community Service Group which donates to various

causes and service projects to benefit our community!

### **Reading in the Schools**

Volunteers recently read to all students at PR Smith School as part of our 7th annual Reading in the Schools program. Books are donated to all classrooms and libraries in all four elementary schools.



### **National Take a Hike Day**

Our Adventure Club continues to grow with a variety of events planned. A group recently went on a hike on part of the Appalachian Trail in Kent, CT for National Take a Hike Day! Coming up: snowshoeing, a winter walk on the beach, a sleigh ride and more!



### **Youth & Family Services**



#### **Teen Center**

During the month of November, high school student volunteers from our Teen Center

Youth Council were joined by some Interact Club members at the high school and were recognized by the SW Food Alliance for their volunteer efforts and commitment to the SW Farmers Market. Deputy Mayor, Dr. Andrew Paterna and Market Master, Sandy Jeski shared meaningful words with the high school students and their parents as they acknowledged the important role youth volunteers have in the success of the market.

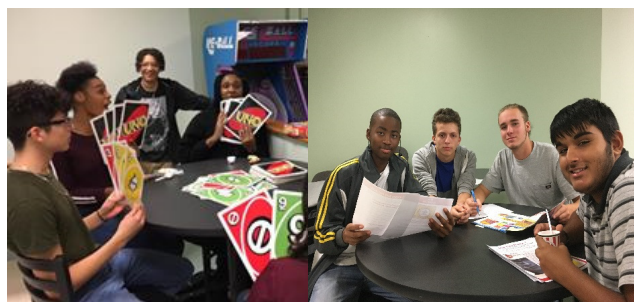


The Teen Center has been offering some new activities as well as continuing some of the favorite Teen Center traditions so far this year. Our YFS intern for the fall semester, Marcus Cosenza, recently shared a new project with middle school youth who attend the drop in program on Friday evenings. In effort to promote inclusion and celebrate differences and uniqueness, he led a group art activity that invited participants to talk about the "outside world" and what we openly share with others and the "inside world" or what personal beliefs or strengths we have that others may now know about. The activity was engaging and supportive for all who joined in- and we got to learn a lot more about each other in the process!

Our high school drop in program hosted its 4th Annual Giving Thanks Meal at the Teen Center on the Monday before Thanksgiving. High school students enjoyed a meal together



with friends and Teen Center staff, while also playing Gratitude Scavenger Hunts! In continuing with the theme of gratitude and giving back to others, our High School Youth Council committee has been growing and we now have over 20 volunteers! We look forward to some of the events coming up and planning new ways to be involved in our community.



### **Parent Education & Support**



#### *Parenting Workshop*

This month we offered the Single Mom's Success Group. This was a free, five-week workshop offered to single moms. The goal was to offer single mothers an opportunity for enhancing personal growth, self-confidence and sensitivity towards others by offering an environment of support, friendship, and exchange of parenting techniques. Topics included were, stress management, money crunch budgeting, how to co-parent, understanding children's behavior and enforcing rules with appropriate consequences.

#### *Dads Dinner Playgroup*

This month we offered another monthly, Dads Dinner and Playgroup. Much more is happening in these groups than just eating dinner...the benefits you may ask? Studies

have shown that involvement of a father or a positive male role model has profound effects on children. According to a report in "Fathers and Their Impact on Children's Well-Being": Even from birth, children who have an involved father are more likely to be emotionally secure, be confident to explore their surroundings, and, as they grow older, have better social connections. The way that fathers play with their children also has an important impact on a child's emotional and social development. Fathers spend a higher percentage of their one-to-one interactions with infants and preschoolers in stimulating, playful activity than do mothers. From these interactions, children learn how to regulate their feelings and behavior. Children with involved, caring fathers also have better educational outcomes. The influence of a father's involvement extends into adolescence and young adulthood. Numerous studies find that an active and nurturing style of fathering is associated with better verbal skills, intellectual functioning, and academic achievement among adolescents

#### *Monday Morning Playgroup*

This month we had over ninety participants attend the Monday morning playgroup on November 5, 19, and 26th. Although play is important for people of all ages, it is especially meaningful and important for young children. Actually, play is their work, and they give a tremendous amount of energy and effort to it. If you doubt this, just watch for a few minutes as a 1-year-old struggles to get a ring on a color cone, or stand in the background as a 3-year-old tries to fit a puzzle piece into the proper spot. Or, if you roll a ball back and forth to a 2-year-old, just expect to be the first one to want to quit the game; your partner

often wants to go on and on. There are at least three ways in which play is important for young children: skill development, social development, and imagination and creativity. Learning occurs in all areas of development as young children play. Children benefit from unstructured playtime to work out problems themselves and develop their own interests and passions. Children who play together in an unstructured setting learn about fairness, sharing, resolving conflicts, compromising, and sticking up for themselves. When parents play with their children, they develop stronger bonds because the adults remember how differently children view the world.

#### *Mother Daughter Reunion*



On November 26th we invited the mothers and daughters who participated in our Mother Daughter Program in the spring to come back and share a meal together and complete an activity together. During

the reunion, they had an opportunity to read their letters that they had written 6 months prior. They reflected with one another and talked about their hopes for themselves and their goals for growing their relationship as mother/daughter.

#### **School Outreach & Prevention**

S.W.H.S. SADD Club members are currently partnering with a few local organizations to provide socks during the cold winter months to people in need. The students are holding a sock drive to help others stay warm and healthy. Socks and cash donations will be collected through the end of November.

More than 65 middle school and high school students are currently involved in the Jump

Start Tutoring Program. Each week high school students volunteer their time to work with middle school students on their homework, tests and projects. It is a wonderful way for the students to make connections and get lots of work done at the same time.



#### **Counseling & Support**

Both of our part time youth counselors are currently at capacity. We are on a waitlist for our counseling services at this time.

The Timothy Edwards/Orchard Hill Mentoring Program is in full swing. Twenty Orchard Hill 4th and 5th graders are meeting weekly with Twenty 7th and 8th grade Timothy Edwards students. The Timothy Edwards students are focusing on their leadership and nurturing skills while the Orchard Hill students are focused on building relationships and utilizing new social skills. Robin Lagasse from Youth and Family along with Tricia Lakomy from the school counseling office at TE fill each session with lots of cooperative games, snacks and most importantly friendship!

Some great upcoming programs and events, please check out our Facebook page!

<https://www.facebook.com/SWYouthFamily>  
or call Liz at 860-648-6361 x331 for more information

- Liz Langevin, LMSW



## ***December 2018 Town Council Meetings and Events***

### ***Meetings***

#### **Monday, December 3, 2018**

**7:00 pm Regular Meeting**

*Council Chambers*

#### **Monday, December 17, 2018**

**7:00 pm Regular Meeting**

*Council Chambers*

### ***Holidays***

#### **Tuesday, December 25, 2018**

*Town Offices Will Be Closed in Observance of Christmas Day*

*Layout by Samara Haddock, Confidential Secretary*

