

# Town of South Windsor

## Town Manager's Report October 2023



*Michael Maniscalco*  
Town Manager

### **Pleasant Valley Bridge Update**

I am pleased to inform the Council that despite the recent weather, the abutments on both sides of the river have been poured for the bridge and we are officially out of the ground. The concrete beams are currently being manufactured and should be brought on site within the next few weeks. All in all, the project is still on schedule for the road opening to through traffic. As a reminder, even though the road will be open, there will still be some intermittent lane closures while punch list items are completed.

### **Town Hall Windows Update**

The removal and abatement of windows in the building is currently underway. I would like to recognize the staff for their accommodations they have made through this project. Many people have been working with no windows and in fairly loud conditions while the work is being completed. The project has been moving along on schedule and both staff and taxpayers will benefit from a more energy efficient and comfortable work environment.

### **Amazon Last Mile**

I am pleased to let the Council know that the Amazon "last-mile" facility has officially started working and is distributing packages throughout our community. This facility was on hold for a while during the Amazon distribution evaluation and as a result of that evaluation, South Windsor's facility was identified as a continued need for their network. I am certain we are all pleased to welcome them to our community.

### **Splash Pad Update**

This project has been turned over to the Department of Public Works. A number of meetings have been held between Rain Drop, Aqua Turf and the Town. We are in the process of getting this project back on track. Rain Drop will be flying staff out to inspect the progress and sign off on it before concrete is poured. Additionally, a new contractor has been brought on to do the utility hook ups. At this point, I have still been told concrete can be poured before the winter shut down and the features installed in the spring.

### **Torch Walk**

I wanted to make everyone aware the Parks & Recreation Department is bringing back the Torch Walk on October 21, 2023. Please keep your eyes out for more information.

*Michael Maniscalco, MPA*  
Town Manager



# Police Department

Kristian R. Lindstrom  
Chief of Police

## Monthly Statistics August 2023

Each month we publish the totals of some of our more common calls for service. Patrol, Investigative, and Administrative staff continue to work together to serve the community's public safety needs. From proactively checking businesses and facilities to traffic enforcement and responding to emergencies, the South Windsor Police Department is committed to providing the best public safety product in the region to those who live, work, and play, in the Town of South Windsor.

### August's numbers are below:

Total Computer Aided Dispatch Entries:	2259
Routine Calls Received/Outgoing:	3834
Directed Patrol/Premise Checks:	645
Motor Vehicle Stops:	232
Driving Under the Influence	6
Emotionally Disturbed Persons:	14
Medical Assists:	201
Suspicious:	85
Alarms:	68
Motor Vehicle Accidents:	33
Welfare Check:	66
Assist Outside Agency:	42
Animal Problem:	45
Citizen Assist:	43
Miscellaneous Service:	23
Collision Reports:	27
BOLO:	10
Disabled Motor Vehicle:	21
Larceny - Motor Vehicle	3
Larceny:	25
Hazardous Conditions:	11
Pistol Permits:	10
Burglary	0
Burglary - Motor Vehicle	13
Civil Matter:	10
911 Check:	9
Fraud:	15
Domestic Dispute:	14
Violation of Town Ordinance:	6
Sexual Assault	0
Arrests	46
Youth Problem:	11

### Personnel and Recruiting Status:

The strength of the South Windsor Police Department always has been, and continues to be, the staff who keep things moving day in and day out.

After a brief stint at full staff, the month of September saw one sworn member resign from the agency. Fearing that we might drop below full staffing levels, our hiring coordinator continued to accept applications over the last several weeks and we are postured to immediately resume our hiring efforts in hopes of filling our lone vacancy as soon as we test, vet, and identify the right candidate.

### Month End Sworn Personnel Summary:

With an authorized strength of 46 sworn members, by the end of September we will employ 45. That being said, it is important to remember that only 40 being fully operational sworn FTE's. We currently have 3 in the academy (Gary, Bravo, and Lamagna), 1 out on medical leave (work related), and 1 officer on maternity leave.

**Civilian Personnel Summary:** Among our 15 civilian employees, we currently have zero vacancies. Our newest dispatcher, Stephanie Grant, started working at the police department in early July when she was hired to fill a new "ninth dispatcher" position approved in the FY2024 budget. She is still in her field training and should be fully operational in the coming weeks. We do anticipate that one of our senior dispatchers will retire at the end of the calendar year and we are ready to fill that position in a timely manner.

### Local and National Social Justice Movements (cont. from last month):

The South Windsor Police Department remains strongly opposed to racism and biased policing. It continues to serve the public with the element of its mission to "Respect the Rights of Individuals" in mind.

We continue to monitor the community for changes and trends in the social justice arena.



## Police Department

Kristian R. Lindstrom  
Chief of Police

As an agency, and as a profession, we continue to stand ready to engage in crucial conversations to make meaningful change that enhances the world that we live in.

### **Community Activities and Support from our Citizens:**

The South Windsor Police Department continues to make efforts to engage the community through non-confrontational consensual encounters. It is our hope that these contacts and efforts will help to build trust and legitimacy with the community.

The Fall is a popular time for Open Houses, Fairs and Festivals and the police department tries to capitalize on these events to maximize our outreach efforts. Events such as the Wapping Fair, Apple Fest, and several other smaller occasions were host to, among other things, a police department recruiting and outreach booth. This arrangement offers our staff countless positive contacts where we can interact with our customers in a non-confrontational manner.

The department continues to benefit from regular gestures of support from various members of the community.

### **Traffic Safety:**

Our Traffic Unit continues to exercise the "3 E's" of Engineering, Enforcement, and Education as we address complaints ranging from speed to Commercial Vehicle travel. We continue to work in partnership with the Office of the State Traffic Authority to address traffic proposals, and projects.

We are monitoring the ongoing reconstruction of the Pleasant Valley Road bridge. This is a long term project that continues to impact traffic and residential life in that area.

September saw the start of a new school year and supporting the re-opening of schools was a priority of the police department as the community readjusted to the changes in traffic that the schools bring. During the first couple weeks of the school year, the police department conducted over 125 motor vehicle stops in school zones to educate drivers and remind them that school is in session. In mid-September, a student exiting a school bus was struck by a passing motor scooter. The young operator of the motor scooter was arrested and charged with a litany of motor vehicle charges, but this incident is a reminder of the caution that should be exercised in and around school buses.

The traffic lights on Buckland Road continue to be an area of focus. Police personnel and traffic light contractors continue to work together to ensure that the proper function of traffic lights remains the top priority, while the convenience to drivers particularly during the overnight hours is minimally impacted. This attention is predicated upon complaints that were received over the summer regarding the light's operation overnight. As was reported last month, we have looked into these inquiries and determined that, although there are some programming faults within this system, the lights are functioning as designed in order to minimize the chances for traffic accidents. This function may stop motorists at red lights during quiet hours of traffic, but this is how the system is designed to work. Buckland Road is unique in that all of the lights south of Four Corners are owned and maintained by the Town (as opposed to all of the other lights in town are owned and maintained by the State). Most of these town owned lights operate on an aging "loop system" and will continue to default into safe mode when they encounter a problem. At some point in time, provided the fiber infrastructure can support it, the town will need to consider investing money in the loop system lights in order to convert them to more modern video detection (not video recording) traffic management systems.

### **Police Activity and Significant Events:**

The South Windsor Police Department remains active and dedicated to the traditional law enforcement function by responding to the public's needs.

Our activity during the month of September was tragically overshadowed by the line of duty death of Det. Robert "Bobby" Garten of the Hartford Police Department. He was involved in an on-duty car accident where the cruiser he was riding in was struck by a vehicle fleeing a traffic stop in the area. His partner, Ofc. Brian Kearney was seriously injured in the crash, but survived those injuries.

In September, Chief Lindstrom worked with Public Schools Superintendent, Dr. Kate Carter, to update and modernize the Memorandum of Understanding that governs the operations of the School Resource Officers at the High School and Middle School.

After months of planning and training, the police department was able to launch new Emergency Medical Dispatch Software. This program works to streamline the triaging and dispatching of medical calls to ensure



## Police Department

Kristian R. Lindstrom  
Chief of Police

that the appropriate resources are sent each medical call without delay.

During the month of September, as our officers and civilian employees grieved with their brothers and sisters at Hartford PD, we continued to respond to motor vehicle accidents, missing persons cases, domestic violence incidents, and drunk driving calls. All of these incidents were handled with professionalism and empathy while trying to ensure that an appropriate level of justice is available for the victims of these incidents.

### **Unlocked Car Burglaries & Car Thefts (cont. from last month):**

As predicted, the summer months saw an increase in car burglaries and thefts. Unfortunately, what seemed to be an issue that only impacted unlocked cars in previous years, now seems to have expanded to suspects breaking windows to gain entry to vehicles. There is little if any predictability or patterning as to when and where these incidents takes place, but when they do, they seem to occur in concentrated time frames and areas. For instance, one night there will be several burglaries concentrated in one neighborhood, and then a few weeks later, a similar spree will occur in a completely separate area. To combat this issue, the police department has received grant monies that allow us to put extra officers on overtime to focus on reducing car burglaries and thefts, however these efforts are difficult with such little predictability as to where and when they might occur.

Residents and visitors in South Windsor are encouraged to lock their vehicles when leaving them unattended and to make sure their valuables, at a minimum, are hidden from view.

### **Never too early to prepare for an emergency (cont. from last month):**

I hope that our citizens will continue to be mindful of the risks that significant weather events can present at this time of year.

The Ready.gov webpage has great information pages on preparation for natural disasters, severe weather, and active shooters. Please share with friends and family that may rely on you in a severe weather event, or have questions about how to react to an active shooter event. We have had our share of severe weather in Connecticut and now is a good time to review your plan to protect yourself and your family.

<https://www.ready.gov/>

We continue to have a strong presence on Social Media and update our citizens on all kinds of activity. 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

**Follow us on Social Media**

## Facilities Maintenance

Clay Major  
Director of Facilities

### **Old Orchard Hill School**

There was limited facilities related work done at the building last month. Our contracted electrician did wrap up some outstanding work to data and power outlets in the main office areas. There are still a couple offices that need window a/c units, I'm currently working on proposals to get those installed.

### **Capital Needs Assessment**

The Capital Projects Committee requested that an updated Capital Needs Assessment be completed for both the Town and Board of Education facilities. Darrell Crowley and I will be evaluating proposals for this work in the coming weeks

### **Wood Memorial Library HVAC Upgrades**

On 9/5 I met with the Engineer and the HVAC contractor to complete a walkthrough to provide an updated proposal for the revised scope of work. The Engineer is still waiting for approval from SHPO on the revised design. We are also still waiting for a proposal from the HVAC contractor.

### **ARPA Projects- Library/Town Hall/Community Center Paver Replacement Project**

Concrete pavers are on order, they have a 6-8 week lead time. The Town Manger signed a contract with Mountain View Landscaping; a change order was also signed to reflect the removal of the pavers from the proposal because the town is buying the pavers. As it stands right now the Library and Town Hall pavers will be replaced. The work at Town Hall is expected to take about thirty days or so, the Library about ten days.

### **VMP Epoxy Flooring Repairs- Filter Building**

No Update-Repairs on the latest flooring application were put on hold while the VMP season was in progress. Now that the season has ended repairs will resume. Unfortunately the flooring issues and repeat repairs have been ongoing for a sometime. The good news here is that the contractor has stood behind his work and has albeit slowly, continued to try solutions that work on the floors at no additional cost to the Town.

### **ARPA Project- Fire House/Town Hall HVAC Upgrades**

Parts for these projects are still on order but are expected shortly.

### **ARPA Project-Town Hall Windows/Renovations 1<sup>st</sup> Floor**

Windows arrived on 9/11 and were offloaded into a 40 trailer in the parking lot of the Town Hall. A precon-

struction meeting was held on Monday the 18<sup>th</sup> to review the process of remediating the old windows and installing the new ones. We discussed the install schedule for most of the windows and the two doors that will eventually be replaced. Several windows have been abated thus far, the new windows will be installed starting the week of the 25<sup>th</sup>. The window project is expected to take about a month to complete.

### **Duct Cleaning Police Department**

Earlier this month I had a meeting with Accurate Insulation. Accurate specializes in asbestos removal, lead abatement and mold remediation. Accurate Insulation was tasked with addressing the potential of mold regrowth in the ducts that were found to have traces of dormant mold in them. A second site visit by the Accurate was conducted on 9/19 to get a closer look at the ductwork. A proposal is expected in the next two weeks.

### **PD Rekeying Interior Doors**

Rekeying was completed on the interior doors on 9/19. Both interior and exterior doors have now been rekeyed.

### **Town Hall LED Lighting Upgrades.**

The State Library gave us approval to upgrade the lights in the Vault on the first floor. I am also working with the lighting contractor to install dimmable LED pendant lights in the Council Chambers to eliminate the dimly lit areas in the room especially where the public sits.

### **Library Phone System**

AT&T is still waiting for a couple of phone system parts to arrive before starting the build out.

### **Town Hall /Library Lockdown Project**

Unfortunately the meeting previously scheduled to review the next steps of this project was pushed off due to conflicting schedules. A new meeting date will be scheduled for October sometime.

### **Retaining Wall Repairs Annex**

No schedule from the contractor at this point. One could only assume that the rain has delayed the start of this project.

### **Salt Shed Burgess Rd Repairs/Repainting**

The contractor has finished evaluating the shed and has started making repairs to it. The North side of the building is in the worst condition, however most of the shed is on good condition. Some areas had rot on the



## Facilities Maintenance

Clay Major  
Director of Facilities

wood siding and the 2x4's behind them. A few more areas need to be addressed then we will look at power washing and staining.

### **OOH Lighting Upgrades**

I received the lighting upgrade proposal from Hanna Electric but unfortunately and in part due to the overall cost it does not make financial sense to do the upgrades at this time. We have started updating and repairing the emergency lights and exit signs throughout the building.

### **Library Parking Lot Lighting**

Poles and Fixtures have been ordered, they have a lead time of six weeks. The electrician will be ordering the concrete bases for the poles and wiring materials to complete the project.

### **Community Center Dry Sprinkler System**

I am still evaluating the various anti-corrosion systems to see which is best for suited for the issues we have.

*Clay Major*  
*Director of Facilities*

# Public Works Department

Vincent Stetson, Director of Public Works

## Engineering Department

### **Beelzebub Road Reconstruction**

Spazzarini Construction has substantially completed this project. The punch list items (including completing roadside turf restoration) will be completed this fall. We are waiting for the final easements from DEEP.



Pleasant Valley Road Bridge West Abutment looking toward VMP

### **Pleasant Valley Road Reconstruction Phase 1 & Bridge Replacement**

O&G Industries continues work to reconstruct Pleasant Valley Road Phase 1 from Ellington Road to Pepin Place and replace the bridge over the Podunk River. This project includes improving the road geometry, new drainage pipes and structures, and sidewalks on one side of the road, as well as replacement of the existing Pleasant Valley Road Bridge over the Podunk River. O&G has poured one concrete bridge abutment and is working on forming and pouring the second concrete bridge abutment and the approach walls. The concrete bridge beams are scheduled to be installed in October. They have installed new storm drainage pipes and structures, stone base, and installed the binder course of pavement on the west section of road from Pepin Place to the bridge. They are installing new storm drainage pipes and structures east of the bridge to Ellington Road. Once the storm drainage is installed, O&G will install new road base and grade the east section road for paving. Additional utility poles need to be relocated to complete the new road and drainage work. The road will remain closed to through traffic until the bridge has been rebuilt. Residents are able to get to their properties along and off of this section of Pleasant Valley Road. There will be delays and residents are advised to plan for extra time when traveling in this area.



Paving Pleasant Valley Rd heading west from the bridge

### **Pleasant Valley Road Reconstruction Phase 2**

WMC Consulting Engineers is reviewing the utility test pit information to finalizing drainage design plans for the reconstruction of Pleasant Valley Road from Clark Street to Long Hill Road. This design includes improving the road geometry, new drainage pipes and structures, and sidewalks on one side of the road.

### **Town Road Paving, Sidewalks and Drainage Improvements**

Drainage repairs on Town roads are being completed by VMS Construction and a Streets crew.

Burns Construction has begun milling and paving Town roads on Fairview Drive (from Clearview Drive to cul-de-sac), Homestead Drive, Clearview Drive, Juniper Lane, Kent Lane (from house #169 to cul-de-sac), Mara Trail, Sawmill Lane, and Tumblebrook Drive (from Clearview Drive to Homestead Brook Street). After this area, they will move on to Miller Road (From Ellington Road to Abbe Road), Old Farm Road and Benjamin Way. They will end on Brook Street, Farmstead Drive, Overlook Road. They are scheduled to be done at the end of October.

Concrete sidewalk repair and replacement is done for this year

### **LOTICIP Sidewalk Project on Ayers Road, Nevers Road, Foster Street, and Buckland Road**

This project is to complete sidewalks and fill in gaps where they are missing on the above roads. WMC Engineers has developed preliminary design plans for these sidewalks and have received review comments from CRCOG. Final plans will be sent to CRCOG for another review and we will be contacting residents about easements needed for this project.

## Public Works Department

Vincent Stetson  
Director of Public Works

### **Eli Terry Safe Routes to School Project**

This project includes replacement of the pedestrian bridge that connects this school to the Brook Street neighborhood, and other pedestrian improvements on roads around the school. CT DOT and DEEP have issued a Flood Management Certificate for the bridge replacement. The Inland Wetlands Commission will hear this application in early October and then the final plans and contract documents will be sent to DOT for their final review. We plan to bid this project this winter or spring for construction to be done next summer. Additional funding may be needed to complete this project.

### **Kennedy Road Reconstruction**

The Town received notification that it has been selected for a CT STEAP grant in the amount of \$478,100 to fund the reconstruction of Kennedy Road. This will support the existing and future businesses that are on this road. A public information meeting on this project will be held in October.

### **Reconstruction of Dart Hill Road**

The CT DOT LOTCIP program has committed to fund the reconstruction of Dart Hill Road. WMC Engineers has completed the preliminary design of this project and that design is currently being reviewed by CRCOG. A public information meeting on this project will be held in October.

### **Reconstruction of Graham Road & Governors Highway**

VHB is working on the design for reconstruction of both Graham Road and Governors Highway. Both contracts will include improvements to the road geometry, new drainage pipes and structures, as well as new road base and pavement.

### **Abbe Road Drainage Study** (nothing new to report)

Weston & Sampson has investigated the drainage problems that have occurred on Abbe Road in past years and have verified where the existing drainage system is insufficient and needs to be improved. We have started to implement the recommended improvements to alleviate the drainage problems on this road this year.

### **LOTCIP Application for Town Center Sidewalks** (nothing new to report)

The completion of sidewalks around the Town Center area to fill in gaps on Deming Street, Clark Street and Ellington Road was one of the projects recently selected by CRCOG to receive funding under the LOTCIP program. This application is being reviewed by CRCOG and will then be forwarded to CT DOT for their initial

review.

*Jeffrey Doolittle*  
*Asst. Dir. of Public Works/Town Engineer*

### **Streets Services Department**

The Streets Department supported the Wapping Fair delivering barricades, fencing and other supplies. Crews also put out no parking signs and other traffic control signs around the area to help minimize any traffic issues. Additionally, we supported the South Windsor Apple Fest setting up no parking signs around the event and also Heritage Day delivering barricades, fencing and directional signage.

Compost has been sold and moved off the site in preparation for this fall's leaf harvest. Thousands of yards of compost were processed from last year's leaf harvest. Crews worked throughout the winter and summer to ensure the compost would be ready for sale by August.

The department performed traffic control for the town's tree contractor to facilitate the removal of several trees in decline.

Street Services stepped in to provide lunch for the annual employee recognition event. Maintainers prepared the meal, from scratch, making a remarkable lunch for all in attendance. Other members of the town garage set up tables, helped break everything down and cleaned up at the end of the day.

The management team began the process of preparing for Hurricane Lee. Emergency plans were reviewed and updated, equipment checks were performed and supply inventory was also checked to ensure we would be prepared if Lee paid us a visit. Fortunately, Lee was not an issue for us, but we are still very early in the hurricane season. We will continue to monitor the tropics and plan accordingly should another hurricane potentially threaten New England.

Crack sealing has begun and will continue throughout the month, weather permitting. Several town buildings have already been completed. For a list of roads being crack sealed this year, visit the town's website.

Streets crews assisted the Parks Department installing the covers on the pools at Veteran's Memorial Park as the pools are closed for the season.

Traffic line painting is also underway including refreshing cross walks throughout town. Painting crews gener-



## Public Works Department

Vincent Stetson  
Director of Public Works

ally work during the overnight hours and move along fairly quickly, so any disruptions should be minimal.



The sign shop replaced or repaired several signs during the month as well assisted the BOE with last minute sign requests for the new Pleasant Valley School.

Residents are encouraged to use Connect South Windsor to report hazards:  
[WWW.SOUTHWINDSOR.ORG/CONNECT](http://WWW.SOUTHWINDSOR.ORG/CONNECT)  
or look for the app for iPhones and Androids.

Scott Yeomans  
Associate Manager, Street Services

### **Pollution Control Division**

#### **Odor Control Improvements**

Odor control improvements continue to be made at the wastewater treatment plant. In the past six months two Pure Air carbon odor control units were installed on the gravity thickeners, more recently three units have been installed and placed into service on the sludge storage

tanks. We have seen good, consistent results with these units in their first months of service. The State Bond Commission awarded the WPCA \$1.3 million to make further odor control improvements at the wastewater treatment plant. This is in addition to the \$245,000 that the WPCA appropriated to the project in the Fiscal Year 2023/2024 Capital Improvement Project budget. We are also working with DEEP to execute an agreement releasing the funds for the construction phase of the project.



### **Capital Improvement Project Updates**

#### **Clark Street, Benedict Drive, Pleasant Valley Pump Station Upgrades**

The design of the Town's three largest sanitary sewage pump stations has been completed and we are working with DEEP to received Clean Water Fund loans for the upgrades. Permit applications have been filed with Planning and Zoning and Wetland Commissions.

#### **Aeration Weir Gate Improvements**

There are four gates on the end of the aeration basins to control flow to each of the secondary clarifiers. Over time the gates have become increasingly difficult to operate and welds have begun to break requiring the gates to be replaced. We are awaiting delivery of materials which is expected to be in early October. Once the materials are received the construction will be scheduled.

#### **Sanitary Sewer Evaluation Survey**

A quality based selection process was undertaken to select the most qualified consultant to perform a flow study and evaluation of the Clark Street Pump Station sewer sheds. The results of the survey will help identify inflow and infiltration of the sewer pipes and identify areas of vulnerability within the system. Taking preemptive corrective action will save money in future construction costs and more importantly the continuation of reliable service to the sewer user.

### **American Rescue Plan Act (ARPA) Funded Projects**

#### **UV Disinfection Upgrade**

Through the use of ARPA funds the WPCA is making improvements to the Ultraviolet Disinfection system.

## Public Works Department

Vincent Stetson  
Director of Public Works

The current system is 20 years old and has met its designed life expectancy. The WPCA has allocated \$1.1 million for the rehabilitation of the system. The upgrade will include a new channel to accommodate a variety of different equipment models. The design plans and bid specifications have been completed and the project is expected to be out to bid in October.

*Tony Manfre*  
*Superintendent of Pollution Control*

### **Refuse & Recycling**

Our staff has been making updates to the Division website with new icon buttons that resemble the Town's homepage, consolidation of information and a more navigable format. Additionally relevant links have been moved to the home page.

We are also working on completing the annual recycling report for DEEP. The report is due in November and includes the Town's annual solid waste and recycling metrics.

*Tony Manfre*  
*Superintendent of Pollution Control*

## Finance Department

Patricia Perry, Director of Finance  
Mary Huda, Assessor  
Jennifer Hilinski-Shirley, Collector of Revenue

### **Assessor**

Personal Property Declaration forms have been mailed to all business owners in South Windsor on Monday, September 25, 2023. The declarations must be completed and returned to the South Windsor Assessor's Office on or before November 1, 2023 to avoid a 25% penalty due to late or non-filing. The Assessor's Website has copies of all blank forms, if needed, as well as additional resources to assist with the filing of the declaration.

Please be aware that the Town offers an online filing option. If business owners or CPA's are interested please contact the Assessor's Office by email or phone to request an account-specific online access code for this year.

A reminder to residents that for motor vehicles stolen, sold, destroyed, and if the registration was not transferred to another vehicle, you may be eligible for a motor vehicle prorate. To obtain a credit, you must furnish proof as required by the Assessor. These forms of proof may be emailed to: [Assessor@southwindsor-ct.gov](mailto:Assessor@southwindsor-ct.gov), or submitted through our webpage: <https://www.southwindsor-ct.gov/assessor>.

### **Collector of Revenue**

Residential sewer use bills were mailed the last week of September and are due October 1, 2023. The last day to pay without interest is Tuesday, October 31, 2023. In addition to mailing your payment we accept cash, check or money order during office hours. Payment may be remitted online, the link is <https://www.southwindsor-ct.gov/collector-revenue/pages/online-payments>. If you are using a debit or credit card or an ACH check online a fee is assessed by the vendor. For your convenience we have two drop boxes outside of Town Hall that are accessible 24/7 if you are paying with check or money order, the boxes are secure and monitored by video.

Many resources are available online from the Collector of Revenue including the option to receive notifications which will provide an alert that a bill has been mailed and the respective due date, the ability to view or print tax bills and/or payment receipts, Frequently Asked Questions and much more. The link is <https://www.southwindsorct.gov/collector-revenue>.

If you have questions, please contact the office via email [taxcollector@southwindsor-ct.gov](mailto:taxcollector@southwindsor-ct.gov) or 860-644-2511 extension 2321.

## Building Department

Marc Melanson, Chief Building Official  
Adam Chrostowski, Asst. Building Official  
Valerie Muszynski, Asst. Building Official  
Morgan Middleton, Building Dept. Administrator

### Building Department Monthly Report

<b>Number of Permits Issued:</b>	<b>242</b>
<b>Number of Inspections Done:</b>	<b>568</b>
<b>Value of Work Done:</b>	<b>\$7,151,767</b>
<b>Amount of Revenue Collected:</b>	<b>\$93,031.70</b>

### Update of Large Projects

#### **Pleasant Valley School:**

The Pleasant Valley School opened in time for the 2023 school year.

#### **Philip R. Smith Elementary School**

The inspections for the portable classrooms at the P.R. Smith Elementary School are wrapping up and almost completed.

#### **Massage Envy**

Massage Envy has received the Certificate of Occupancy for the new location at Evergreen Walk.

#### **Orthopedic Associates of Hartford Physical Rehab Office**

Permits and plans are approved for interior-fit out of a physical therapy office at located 25 Buckland Road.

#### **The Promenade Shops at Evergreen Walk**

The following work is still in progress at the shops:

Whole Foods  
Kung-Fu Tea  
Sunglass Hut  
Golf Lounge 18

#### **Amazon Distribution Facility**

Amazon is currently installing conveyors and material-handling equipment in the facility. Inspections are in progress.

#### **158 Sullivan Avenue – New Commercial Building**

Inspections are in progress for the new commercial building on Sullivan Avenue. We expect to see building permit applications come through for interior fit-outs of the tenant spaces within the building.

*Marc Melanson*  
*Chief Building Official*



## Human Services Department

Andrea Cofrancesco  
Director of Human Services

**September 2023**  
**Andrea Cofrancesco, Director of Human Services**

### Food Bank Needs

The Food Bank is desperately in need of food including tuna, canned chicken, pasta sauce, spaghetti, canned fruit, juice, cereal, oatmeal, peanut butter and jelly, plus non food items such as paper towels, toilet paper, cleaning products, soaps, shampoos and deodorant. Items can be dropped off at the center Monday through Friday 8-4:30 and Saturdays 8-12.

### Back to School Program

Our annual back to school program received great community support with donations of backpacks, school supplies and gift cards. Adult and Senior Services was able to provide supplies to 56 students, and 38 were able to receive \$40 shoe vouchers to DSW, which was provided by Salvation Army.

### Discover YOUR Senior Center!

In celebration of National Senior Center Month, the September edition of the "Senior Connection" was mailed to residents 55 and older (6000+ households!). This year's theme was "Discover Yours!" and we wanted to showcase the many programs and services offered at an Open House held on a Friday and Saturday in September. We saw many new faces who were impressed with the number and variety of programs offered; and we also saw some regulars who learned something new about their center! In a 30 day period we had almost 400 new subscribers to our newsletter (both email and regular mail).



### Canyon Country

A group of 18 seniors went to Arizona and Las Vegas for a 6 day trip and they had a fabulous time!



### NEW! Parkinson's Support Group

We are excited to be able to offer this new support group for both those with Parkinson's and their caregivers/family members. Meetings will be held at the Community Center, in collaboration with the American Parkinson's Disease Association, and facilitated by Susan Lather on the 2nd Thursday of each month at 1:00 PM beginning October 12. Participating is a wonderful way to receive practical information and education on living with Parkinson's disease. More importantly, members receive the support of others who truly understand. Refreshments will be served. Registration encouraged, but walk-ins welcome. Free, call to register: 860-648-6361 ext. 3335.

### New Group! Depression and Anxiety

At our first meeting of this newly formed group, we had 22 people attend. It was a great conversation and as a result, we were able to facilitate the individual counseling sessions for four residents, all using ARPA

## Human Services Department

Andrea Cofrancesco  
Director of Human Services

funds. This group is focused on education and providing the tools and resources to cope. Meetings will be the 3rd Tuesday of each month at 10:30 AM at the Community Center. Free.

### **Bereavement Support**

If you are grieving the loss of a loved one and would like to find support from others, please come to our group. A licensed therapist from Intercommunity Health Care will be at the center on the 1st Friday of each month at 3 PM. Everyone deals with loss differently. Let's come together and talk and get tips on how to cope. Free. American Rescue Plan Act (ARPA) funds are used for this program.

### **American Rescue Plan Act Funds**

The Human Services staff is proud to be able to offer assistance to residents who are directly impacted financially by Covid-19. Funds can be used for a variety of needs based on the following criteria:

- ☐ Are you a South Windsor resident?
- ☐ Have you experienced a hardship due to COVID-19?
- ☐ Is your income less than \$54,950 (single) or \$62,800 (couple) (and more for larger families)?
- ☐ Please call Human Services for assistance. 860-648-6361 ext. 3335 (ask to speak to a caseworker)

Residents will be asked to provide proof of their income and assets as well as be able to demonstrate that their specific hardship is a result of loss of income or death due to COVID-19.

These funds are part of the American Rescue Plan Act (ARPA) provided to towns from the Federal Government. Call Adult and Senior Caseworkers at 860-648-6361 ext. 3335.

### **Behavioral Health Services**

South Windsor Human Services received funding from the American Rescue Plan Act to provide behavioral health services to residents of all ages who can benefit from counseling. Social isolation, the inability to see family during the pandemic and general concerns about the state of the world has brought on anxiety, depression, and loneliness for many people. We are partnering with Intercommunity Health Care to provide both individual and group therapy at the Senior Center to support those in need and provide strategies to cope. If you find yourself struggling with getting back

into the swing of things or if you want someone to talk to, please contact Liz Langevin in Human Services at 860-648-5050. Liz will work with getting you



connected to Intercommunity. Services are confidential. It's okay to not be okay.

### **CARES Program**

#### **Space is Available**

#### **Center Activity Recreation Exercise Socialization**

The "CARES" group is for residents over sixty and meets five days a week from 9:30-12:30 PM. The charge is \$3 per day and is billed monthly. Lunch is a \$3 donation daily. CARES offers a variety of activities including music, crafts, games, reminiscence, current events, exercise, and holiday celebrations. If you have limitations or disabilities, but do not need medical or self-care assistance while in the group, you may qualify to attend. Call Lindsey at 860-648-6361 ext. 3319 for more information.



## Human Services Department

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Director of Human Services



All smiles here! Three Youth and Family Staff members celebrated different yet all exciting milestones with the town. From left to right; Sarah Soboleski, our Youth Counselor celebrating five years, Paula Berson celebrating a new full time role as Youth Counselor and Liz Langevin, our Director celebrating 10 years with the town!

The beginning of the school year is always an exciting time for our division. Because we work with youth and their families, we make sure we are present at each school's open house so that we can provide information on what our department and division offers. We are so thankful for our partnership with South Windsor Schools.



### Teen Center

The Teen Center has re-opened for both middle and high school drop in hours! We are open for High School students on the days that the late bus runs which is Monday, Wednesdays, and Thursdays. We are open for all SWHS students from 2pm until 4:30pm. Our middle school drop-in hours will be Tuesday afternoons from 3pm to 5pm and Fridays from 3:30pm to 5:30pm. We are able to provide transportation from TEMS to the Community Center on Tuesdays and we hope that by removing the potential barrier of transportation, the teens that want to be here can be here! We are in the process of hiring at Teen Center Program Coordinator and we can't wait to have someone in this position so that we can offer more programs, events and begin our Youth Council Volunteer efforts.

### School Outreach & Prevention

September has been a busy month. Kids have returned to school, and they are ready to jump back into the new year!

Kathy Reed, Prevention Coordinator, has been working with students at Timothy Edwards on a variety of programs. *Start With Hello Week* was held in honor of the Sandy Hook Promise. *Start With Hello Week*, is a national call-to-action, dedicated to making new social connections and creating a sense of belonging among youth. On September 18th, all students and staff at the school were asked to wear a name tag so that everyone could greet each other throughout the day. A simple hello can help people feel seen and connected. On September 20<sup>th</sup> everyone in the school was asked to wear green, the color of inclusion and kindness. Finally, on September 22nd, students created a chalk walk in front of the school, writing messages of positivity and encouragement.

The International Day of Peace was also celebrated that same week. Once again, TEMS created hundreds of beautiful pinwheels, which were displayed in front of the school on September 21st. Pinwheels For Peace is a national program encouraging youth to think about what peace means to them and how they can create a more peaceful world. The kids enjoy making the pinwheels and seeing them displayed for all to see!

## Human Services Department

Andrea Cofrancesco  
Director of Human Services



temporary but the mental health needs will likely continue to grow. We have a wonderful partnership with the schools and have additional dedicated space at the High School and Middle school for counseling and programming. We are also thrilled to have additional space at the Recreation building on Foster Street. We will use that space for counseling, the Juvenile Review Board and office space.

All of our counseling staff, along with Liz, Kathy and Teen Center supervisor, Jay were in attendance at the school open houses and freshmen orientation. In addition, we were present at the South Windsor school all Social Worker/Psychologist meeting where we were able to provide statistics on numbers of youth served and how our referral process works.

Although we no longer have a Parent Educator, thanks to DCF Enhancement grant funds, we have contracted services with Peace At Home Parenting, Inc.

**“Connection, Cooperation, Joy – let Peace At Home Parenting Solutions help you define your relationship with your child. We start by teaching from the heart.”**

South Windsor Youth & Family Services has collaborated with Peace At Home Parenting Solutions to bring you expert guidance and evidence-based strategies that solve parenting challenges and increase connection and cooperation with your kids.

To sign up for a class- [Login – Peace At Home Parenting Solutions](#)

Free with Code: SWindsorPeace

See the upcoming October classes below!

### **Youth Counseling, Parent Education and Support**

Counselors remain busy with 68 open and active cases of youth seen for mental health counseling. We continue to receive new referrals for counseling this month. With school back in session we are receiving more each week. We currently have a waitlist for counseling services. Our Clinical Coordinator, Robin Lagasse assesses each referral so that we can get kids and families connected to the right resources. Our referrals are coming from South Windsor schools, police and parents/guardians. We are thrilled to announce that Paula Berson has joined us full time. This has helped with our waitlist, but we are still looking for someone for the part time ARPA funded position. Our one part time counselor, Sarah, is at capacity and has been a big help over the last few months with taking on as many cases as she was able to. We are thankful that we have ARPA funds to support our youth and families that need mental health services. We are concerned that the funding is





## Parks & Recreation Department

**Molly Keays**  
Director of Parks & Recreation

### “Discover the Benefits!”

John Caldwell, Jr.  
Parks Superintendent

#### MONTHLY REPORT

Jennifer Filer  
Asst. Director of Parks & Recreation



#### MONTHLY REPORT August 2023

**Park & Recreation Commission (PARC)** The Park and Recreation Commission will meet on Monday, October 2 at 7:30 pm in the Town Council Chambers.

**South Windsor Walk and Wheel Ways (SWW&WW):** Walk and Wheel Ways are busy preparing for their fall 4<sup>th</sup> grade bike programs at both Phillip R. Smith and Orchard Hill.

**RECREATION DIVISION “Feel great – recreate!”**

#### **Cornhole**

Our fall cornhole league has started and the teams enjoy playing on Thursday nights.

#### **Pickleball**

Our fall adult pickleball league has started up and plays on Wednesdays and Thursdays. We also had our first pickleball tournament which attracted over 300 in attendance.

#### **Softball**

Our adult co-ed softball league championship concluded this month with the winners receiving trophies. It was a great season, even with it being suspended due to the amount of rain we received this summer. We look forward to seeing everyone again next year!

#### **Concert**

New this year, we hosted our first Concert in the Park on Thursday, September 14 at our Farmers Market space.



This concert featured the Savage Brothers, 4 food trucks, Elicit Brewing and 6 vendors. The concert was fantastic and well received by adjacent neighborhoods and visiting patrons. The concert started at 6pm and ended at 8pm. Many enjoyed the VIP dance floor and libations.

#### **Doggy Dips**

Doggy Dips is an annual event for the Dogs of South Windsor and adjacent towns. Dogs are broken down into two size groups and can enjoy Veterans Memorial Park pool. This year's event was sponsored by Julies Barks and Bubbles a South Windsor business, she provided toe clippings and information about her business. Parks and Rec. provided music and end of season Ice Cream thanks to the aquatic's division.

#### **Creative Cardio**

Creative Cardio is now back in person at our Park & Recreation facility. A traditional aerobic fitness class providing a challenging total body workout set to energetic music that is sure to get your heart pumping and your body moving. This class provides stretching, cardiovascular endurance, strengthening and toning, with an additional 15 minutes of low weight strength training, focusing on strengthening the arms, back, shoulders and core muscles

#### **Kripalu Yoga**

Our fall Kripalu Yoga has begun at our new facility and it is a fun and moderate physical activity that will lift your mood, strengthen your body and help you become fit and flexible. Kripalu yoga is also a mindful practice that will teach you techniques to discover more ease in every area of your life.

#### **Jukido Jujitsu**

Jukido is a Japanese jujitsu system made safe to practice. Although there is a sporting element, Jukido is a self-defense system with an emphasis on doing one's best. Participants will learn countermeasures against aggression, fight prevention and bully management.

#### **Farmers Market**

It is hard to believe we are nearing the end of the farmers' market season. Saturday, October 7<sup>th</sup> will be the last market of 2023. As we prepare to send our farmers and favorite vendors off until next year, the focus of the September markets has been shopping local, and

community. POP kids club, in particular, looked at the devastating effects of the early July floods on our local farms and how shopping local was of particular importance as our farmers and vendors work to rebuild. In keeping with the spirit of "community" the market was excited to welcome South Windsor's own Maddy Gorski, her sister Abby and mother Michele as they sold their homemade goods to benefit CT Down Syndrome Association, a nonprofit the Gorski's work closely with.

**Food Explorers** Food Explorers is for everyone! If you are looking for an opportunity to learn and gain independence in the kitchen these cooking classes will teach you the basics of healthy and easy habits. Each class menu is designed to fit the name of the session. A variety of ingredients will be used and all attempts are made to keep these programs nut free.

#### 4TH R

4<sup>th</sup> "R" had plenty of recreation-based fun as we kicked off the 17<sup>th</sup> year of 4<sup>th</sup> "R!" We've enjoyed making connections with new and returning friends, and getting everyone acclimated to their 4<sup>th</sup> "R" group! Some highlight activities to start the year include: making sock puppets for crazy sock day, doing an "oobleck" science experiment, playing "who's that" to learn names, doing a school-wide scavenger hunt, playing group games in the gymnasium like Star Ball, Bench Ball, and Defend Your Castle, and enjoying the sunshine outside on the playground when we can!



Our program provides opportunities for recreation, social connections, and learning-through-play experiences

#### Preschool

We started our preschool year in our new facility on Monday, September 18! We are happy to welcome 207 of our littlest friends into our program for learning through play, peer socialization, and age-appropriate growth. Our preschool classes are so much fun! We have classes for everyone; parent/caregiver and child group, classes for our 2-3 year old age group, and classes for our 3-5 year old age group. We are enjoying getting to know new friends, welcoming back returning faces, and creating exceptional experiences and memories with everyone.

#### PARKS DEPARTMENT *"Caring for South Windsor's Growing Needs"*

##### Athletic Fields & Grounds

- As the school year kicked off, we continued to prepare and maintain all the BOE facilities in conjunction with the Board of Education.
- We laid out and painted all athletic fields for the Fall Sports Season. With The help of the Board of Education, we have acquired a GPS Autonomous Line



Painter. The unit can store field diagrams and repeatability paint with a 1/2" accuracy.

- Fall is the time for field maintenance. We have been overseeding, aerating, and integrating new varieties of grass to maintain turf and our fields. An early Fall application of fertilizer was applied to help maintain healthy turf vigor.

##### Parks & Open Space

- With all the rain, we are catching up on mowing and maintenance of our parks and open space. We are anxiously awaiting some cooler weather to help slow down the growth of the grass.



Doggy Dips is such a fun event! People love seeing their dogs interact with other dogs in this fun and new environment.

- The crew with the help of public works, closed up the VMP facility on Thursday, September 23, for the winter season. Pool fixtures were removed, water was lowered, and chemicals were added as a part of the winterization process.

##### Projects

- The crew was busy preparing and supporting various events around town such as the Wapping Fair, Doggy Dips, and Concert in the Park
- The crew with the help of public works, closed up the

VMP facility on September 12<sup>th</sup> for the winter season.

- We have begun regrading a field at Nevers Soccer. Specifically, this field runs parallel to Sand Hill Road and was once used as the original town dump. Because of this, there is settling issues that posed a safety hazard to players on the field. The field will be regraded and seeded by the end of September and be ready for Spring play.



Nevers Park Soccer Field Regrading Project

- With all the recent rain, the John J. Mitchell Fairgrounds have received a lot of damage from vehicular traffic. We have made some temporary repairs to get through the rest of the event season but will be looking to make permanent repairs soon after.



## **October 2023 Town Council Meetings and Events**

### **Meetings**

#### **October 2, 2023**

**7:00 pm Town Council Regular Meeting**

*Council Chambers*

#### **Monday, October 16, 2023**

**7:00 pm Town Council Regular Meeting**

*Council Chambers*

### **Holidays**

#### **Monday, October 9 2023**

**Columbus Day—*Town Offices Closed***

#### **Thursday, October 12, 2023**

**Day of the Race (Mexico)**

#### **Monday, October 16, 2023**

**National Bosses Day**

#### **Tuesday, October 24, 2023**

**United Nations Day**

#### **Tuesday, October 31, 2023**

**Halloween**

*Layout by Katherine Senerth, Executive Assistant*

