

# Town of South Windsor

## Town Manager's Report February 2024



Michael Maniscalco  
Town Manager

### Utility Pole Replacements:

The Town is taking a more active role in trying to get utilities to replace broken utility poles. Currently, we are focusing our efforts with Eversource on poles located on Beelzebub Road, Avery Street, and Pleasant Valley Road. For residents with pole-related concerns, please feel free to email us at [engineering@southwindsor-ct.gov](mailto:engineering@southwindsor-ct.gov), and we will promptly investigate and address the issue.

### Bond Sale:

The Town completed its bond sale on 1/25/24 and issued \$8.5 million worth of debt that had been approved by the Tax Payers. This will account for the recent road work and roof replacements that have been done. Due to the reaffirmation of our AAA credit rating, we secured favorable rates at 3.27% for the 20 year term. I would like to recognize the Town Treasurer, David Joy, and the Finance Director, Patty Perry, for their hard work in making this issuance a success.

### Unisex Bathroom:

Due to changes in the ADA code, Town Staff have determined that we must maintain a unisex bathroom in the Town Hall so that individuals with disabilities can have assistance and/ or access to a better equipped restroom. The most cost effective and efficient solution to meet this requirement will be to change the men's bathroom on the main floor of Town Hall to a unisex bathroom. In order to do this effectively, the stalls will be removed and one of the sinks will be removed. This project will be funded through current ADA funds in the Capital budget.

### Parks & Rec and Public Building Committee:

I had the chance to meet with the Public Building Committee Chair. They are currently evaluating what is needed to conduct a professional evaluation of Old Orchard Hill. The evaluation needs to be performed in order to determine upgrades and needs of the building. If it were determined to be the permanent home of Parks and Recreation, I would expect a funding request in the next couple of weeks. Based on the size of the request, the Finance Director and I will make the appropriate recommendations for funding.

### Energy Committee Grant:

The Energy Committee would like to apply for a grant for an EV charger to be located at the library parking lot. They can not apply for the grant program without having the funds committed for a match. It is a 50/50 grant program. The amount they are seeking to have set aside for the Town's portion of the grant is \$10,000. I

am planning to bring forward a recommendation at your next Council meeting.



# Police Department

Kristian R. Lindstrom  
Chief of Police

## Monthly Statistics December 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.

### December's numbers are below:

Total Computer Aided Dispatch Entries:	2074
Routine Calls Received/Outgoing:	3348
911 Calls	640
Directed Patrol/Premise Checks:	624
Motor Vehicle Stop - Attempt	0
Motor Vehicle Stops:	185
Driving Under the Influence	4
Emotionally Disturbed Persons:	8
Medical Assists:	187
Suspicious:	72
Alarms:	69
Motor Vehicle Violation	24
Motor Vehicle Accidents:	30
Welfare Check:	58
Assist Outside Agency:	39
Animal Problem:	49
Citizen Assist:	48
Miscellaneous Service:	26
Collision Reports:	24
BOLO:	18
Disabled Motor Vehicle:	22
Larceny - Motor Vehicle	0
Larceny:	24
Hazardous Conditions:	27
Pistol Permits:	4
Burglary	10
Burglary - Motor Vehicle	9
Civil Matter:	14
911 Check:	3
Fraud:	13
Domestic Dispute:	19
Violation of Town Ordinance:	0
Sexual Assault	0
Arrests	49
Youth Problem:	14

### 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.

As predicted, by January 1, 2024, due to the persistence and dedication of the Police Department's recruiting coordinator, Sgt. Mark Cleverdon, and several other individuals who assist with the recruiting and selection process, our agency arrived at full staff.

### Month End Sworn Personnel Summary:

With an authorized strength of 46 sworn members, we proudly employ 46. As is often the case, the fact that we have no vacancies does not negate the fact that only 41 being fully operational sworn FTE's. We currently 1 in the academy, three officers in field training (Gary, Bravo, and Lamagna), and 1 out on medical leave (work related).

**Civilian Personnel Summary:** Among our 15 civilian employees, we currently have zero vacancies. On the last day of 2023, Retired Dispatcher Steven Cordeiro came off of the books, and on January 2, 2024, a new dispatcher, Ethan Skinner began his career. After successfully completing eight weeks of field training, Dispatcher Skinner will be allowed to function independently in the Communications Center.

### 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.

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.



## Police Department

Kristian R. Lindstrom  
Chief of Police

### **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 month of January hosts National Law Enforcement Appreciation Day (January 9<sup>th</sup>) and the Police Department received dozens of messages of support from the Community. Most notably, Target donated several snack baskets to the police department to show their appreciation and support of our agency. These snacks were made available to the men and women in the department, particularly those who don't have time to stop and sit for a meal. Often times meals are cut short, or missed completely, and this donation made it easy for officers to grab a quick snack on their way to their next call.

On January 19<sup>th</sup>, several members of the Department met with Boy Scout Pack 389. Sgt. Cleverdon, Sgt. Littell, Ofc. Kolcharno, Ofc. Gary, Ofc. Cosenza, and K-9 Mason all took time to visit with the Boy Scouts and show off some of our resources. The boys got a tour of one of our police cruisers, they got to meet Mason, and they got to see a brief drone demonstration. Our staff enjoy these non-confrontational engagements all of which go to great lengths to increase our police legitimacy.

On January 21<sup>st</sup>, several department members were presented with a certificate of appreciation from the community of Temple Beth Hillel. Several officers went to the synagogue to accept the certificate and visit with community members. The synagogue's leadership expressed their appreciation of the police department's support particularly in the last several months given the escalating conflict in the Middle East.

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.

January brought with it our first snowfall of the season. This was followed by seasonally cold weather that created some additional ice on our roadways. These two factors contributed to many car accidents. People are encouraged to plan ahead, slow down, increase their following distance, properly clean off their vehicles, and reduce distractions.

We continue to work in partnership with the Office of the State Traffic Authority to address traffic proposals, and projects.

### **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.

The New Year came in with a bang! Only seven minutes into the new year, South Windsor police officers responded to Vernon to assist in the investigation into a shooting at Lucky's Cabaret on Route 83. South Windsor officers responded at Vernon's request for mutual aid and assisted in searching for the suspect, canvassing the area, searching by air with a drone, and establishing a perimeter.

On January 4<sup>th</sup>, patrol officers affected the arrest of an individual for failing to appear in court. While being held in a cell, the arrestee chose to urinate all of the cell and cell floor. As a result, he was charged with the additional offense of criminal mischief, however his actions resulted in that cell being taken out of service for a day or two and having to be professionally decontaminated.

The month of January unfortunately saw patrol personnel responding to several domestic violence incidents. Patrol personnel made nine arrests that were the result of domestic violence.

The first week of January welcomed winter storm Aspen to the area. This weather event was the first significant snowfall of the season. Despite a large gathering of kids sledding on Collins Hill across from the police department, weather like this adds to the difficulty of police work. Difficult road conditions add to the complexity of emergency responses to crashes, medicals, and other emergencies, but this agency responds to them all without an interruption to our operations. A big thanks goes to the Public Works crews for minimizing the impact on the roadways.



## Police Department

Kristian R. Lindstrom  
Chief of Police

On January 14<sup>th</sup>, patrol personnel responded to a suspicious circumstance involving an adult male who was possibly despondent. Patrol personnel were notified by a family member located elsewhere in Connecticut that the party was intoxicated, armed, and had made threats to himself and others. Original reports indicated that he was possibly in the woods surrounding the home. Patrol personnel responded to the area and established a perimeter. The use of a thermal imager on a drone allowed us to determine that he was likely not in the woods, but in the home itself. Eventually the decision was made to call out the Capitol Region Emergency Services Team (CREST) to handle what appeared to be an armed barricaded subject. The team arrived, mobilized, and were able to establish communications with the subject. He was taken into custody and his firearm was seized.

On January 17<sup>th</sup>, South Windsor welcomed its newest business when Whole Foods opened its doors to the public. This bright occasion was dulled slightly when PETA protestors arrived and protested at the front door of the new store. With megaphones, costumes, and wheelbarrows full of coconuts, they made their beliefs known by chanting and smashing coconuts on the sidewalk at the entrance to the store. The police were notified and without incident, the protestors were relocated (at the request of Whole Foods and Evergreen Walk management) to the sidewalk on Buckland Road. Further investigation showed that the protestors' message centered around Whole Foods allegedly selling coconut products that use coconuts that are harvested by trained monkeys in Thailand. This protest did not seem to impact the festive and crowded grand opening of the long-awaited store.

The cold January weather is not slowing down our ability to conduct Use of Force / De-escalation training. This month, all department members underwent scenario-based use of force training. These training sessions were provided using CIRMA's Use of Force simulator that provides officers with different interactive scenarios that the proctor can tailor based on the officers' actions.

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

Hopefully as the colder weather begins to set in, the car burglars will choose to stay inside and pursue another pastime. 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 take 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. The police department continues to explore other utilizing other tools that will maximize our effectiveness in reducing these crimes.

Residents and visitors in South Windsor are encouraged to lock their vehicles when leaving them unattended, try to leave them in a well-lit area, 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/>

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

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



## Facilities Maintenance

Clay Major  
Director of Facilities

### **Recreation and Facilities Building Work:**

I was asked to sit in on a Public Buildings Commission meeting earlier this month. The premise of my attendance was to explain the purpose and results of the code compliance evaluation conducted by Versteeg Compliance Consultants. During the meeting I learned that the Public Buildings Commission will be soliciting proposals to evaluate the entire building including programmatic needs and growth for the Recreation Department. The evaluation will also help determine whether or not its worth installing a three-stop elevator estimated at six-hundred thousand dollars.

### **PD Carpet Replacement Lower Level:**

Currently waiting for an install schedule. All proposals have been received and reviewed and a contractor has been chosen. The Police Department staff have chosen a carpet for the Hallway floor, the install will be scheduled in the coming weeks.

### **Town Wide ADA Upgrades:**

Annex: Work at the Annex to replace the crumbling concrete slabs and sidewalks was completed earlier in the month. The hand railings for the front entrance are on order and are expected to arrive in the next thirty days or so.

Town Hall: The Men's Room on the first floor will soon be converted to a unisex ADA accessible bathroom. I am working with the contractor to get pricing and will provide a schedule as soon as the proposals are received and reviewed. I am also currently working with a contractor to get pricing to modify the customer service counter in the Probate Office as well as modifying the Lunch Room to make it accessible.

VMP: I am currently soliciting proposals from Civil Engineers to provide design and bidding services for accessible routes from the upper and lower parking lots at the park. I am hopeful that the designs will be completed so the construction can begin after the 2024 season is over.

Police Department; I am working on having new compliant signage made for the interior offices.

### **Public Works 2<sup>nd</sup> Floor Security Enhancements:**

I met with the Architect that designed the original floorplan for the second floor. She will be providing a proposal to rework a revised floor plan in order to get a new proposal for the renovation work.

### **Police Department Elevator Modernization:**

After consulting with the Finance Department regarding current and future LoCIP funding disbursements to the Town, we've decided to wait for the next round of funding (expected in early March) before bringing the project forward to the Town Council for discussion.

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

The Majority of the submittals for the HVAC equipment have arrived and have subsequently been approved by the Engineer. We are now waiting on the contractor to provide an updated project schedule based on the lead times for the equipment.

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

No update since last report- The contractor has completed ninety-five of the Library entrance paver replacements. There is still some work to be done but the remaining work at the Library and the entire upper courtyard between the Town Hall and the Library won't be started until Spring 2024. The Community Center Paver Patio project will be completed by the Public Works Department, that will begin sometime in the Spring of 2024

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

No update since last report-The remaining work on the Filter Building floors will now have to wait until Spring as the floor temps are too low to add the anti-slip grit to them.

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

All of the constant velocity boxes have been replaced on all three floors of the Town Hall. The new variable volume boxes are now being wired so they can "talk" to the rest of the mechanical and automation system equipment. The return air handling unit will get upgraded next. This is a relatively quick process, the motor, bearings and flex duct will be replaced and a new variable frequency drive will be installed to control the blower motor speed. The project is about seventy-five percent complete at this point.

Work is progressing nicely at the Fire Department as well. All of the old vav boxes have been removed and they are currently installing the new ones. The main air handling unit has been replaced and the new condensing unit has also been installed. Most of the refrigerant piping has been installed except for final connections to the equipment. One of the Building Automation System controllers has been installed and conduit run to various equipment components. This project is about fifty percent complete.

## Facilities Maintenance

Clay Major  
Director of Facilities

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

At this point we are waiting for the window treatments to arrive. They were delayed but are now expected sometime mid-February.

### **Town Hall LED Lighting Upgrades:**

The Council Chamber 2x2 ceiling fixtures were replaced earlier this month. The lights including dimmable switches will greatly enhance the lighting in the entire space. This completes the lighting upgrades at Town Hall.

### **Library Phone System Upgrade:**

AT&T has been onsite for the last couple of weeks setting up and testing their network and phones. The phones have now been deployed throughout the building. The next step is to reach out to Frontier and schedule to have the main numbers ported over to AT&T. This step typically takes 4-6 weeks. Once the numbers are ported, AT&T will be back to conduct end user training.

### **Additional Library Parking Lot Lighting:**

All trenching and wiring to the pole bases is now completed. The new poles and fixtures have arrived and we are now just waiting on the contractor to install them. That should be done early next month.

### **Public Works Private Cube Office:**

The private cubicle office is mostly complete. It is in place but the very top panels of the office wall still did not fit as expected. I'm working with the contractor to come up with a solution to rectify the issue.

### **Library Window Replacements:**

I reached out to the vendor seeking a delivery time line, I was told the windows are still 6-8 weeks out.

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

Parts are on order for this project. Based on the lead time for parts and the contractors schedule this project should get under way in early February.

### **Town Garage Exterior Bay Sheathing Replacement:**

Earlier this month I received a proposal to make repairs to the corrugated exterior sheet metal on the east and west bays of the garage. Due to the lack of space in the bays this work will have to be scheduled to be completed in the the Spring when equipment and vehicles can be moved outside while the repairs are being made.

### **Rye St DSL Upgrade:**

Frontier has run the fiber circuit from the street to the building and is now in the programming phase. The estimated completion date for this work is mid-February.

*Clay Major*  
*Director of Facilities*

# Public Works Department

Vincent Stetson, Director of Public Works

## Engineering Department

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

O&G Industries has substantially completed the reconstruction of Pleasant Valley Road Phase 1, from Ellington Road to Pepin Place and has substantially finished replacing the Pleasant Valley Rd bridge over the Podunk River. This bridge and road were reopened to traffic on December 1, 2023 and remaining punch list items will be completed in the spring of 2024 including turf establishment, paving the lower VMP parking lot and staining the bridge concrete that looks like stone. The necessary utility relocations are ongoing.

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

Plans and contract documents for Phase 2 of the reconstruction of Pleasant Valley Road from Long Hill Road to Clark Street are out to bid. This design includes improving the road geometry, new drainage pipes and structures, new road base, pavement and curbing and sidewalks on at least one side of the road. We have notified utilities of the needed relocations and have been contacting property owners about easements. Bids will be received on January 31 and we expect construction to start in the spring of 2024 and go through the fall of 2024.

### **Town Road Paving:**

Bid documents have been advertised to mill and repave Aroda Drive, High Street, Hillside Drive, Skyline Drive, Steep Road, Brook Street, Farmstead Drive, Overlook Road, Dawn Drive, Nancy Drive, Edgewood Drive and Elizabeth Street. Bids will be received on January 30 and this work is expected to be done in the summer 2024.

### **Town Sidewalk Repairs:**

Bids documents have been advertised for contractors to repair or replace concrete sidewalks in Town. Bids will be received on January 25 and 31 and this work is expected to be done in the summer 2024.

### **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 design plans for these sidewalks and is responding to review comments from CRCOG. We have contacted utilities about relocations needed and are reaching out to residents about easements needed. Once the easements have been completed, we will submit final plans to CRCOG. This project is scheduled to be constructed in the summer or fall of 2024.

### **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. Our consultant is addressing review comments from CT DOT and will resubmit revised final plans to CT DOT. We will bid this project when we have final DOT approval and expect construction to be done in the summer and fall of 2024. Additional funding may be needed to complete this project.

### **Kennedy Road Reconstruction:**

The Town received a Notice to Proceed with a CT STEAP grant that was awarded in the amount of \$478,100 for the reconstruction of Kennedy Road. This will support the existing and future businesses that are on this road. The current schedule is to finalize plans and bid this project in the summer or fall 2024.

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

The reconstruction of Dart Hill Road from Neiderwerfer Road to the Town Line is being funded by the CT DOT LOTCIP and new sidewalks on this section are funded by ARPA. WMC Engineers has completed the preliminary design of this project and that design has been reviewed by CRCOG. We are working finalizing the design and notifying utilities of proposed improvements that will affect their lines, and will then resubmit to CRCOG for another review. The project schedule is to finalize the design and bid this project for construction in the summer of 2024.

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

VHB is working on the design for reconstruction of both Governors Highway and Graham Road Both contracts will include improvements to the road geometry, new drainage pipes and structures, as well as new road base and pavement. A public information meeting for Governors Highway improvements was held on December 14 and we are reviewing comments from that meeting. A public information meeting for Graham Road improvements will be scheduled for this winter.

### **LOTICIP Application for Town Center Sidewalks:**

The completion of sidewalks around the Town Center area to fill in gaps on Deming Street, Clark Street and Ellington Road was selected by CRCOG to receive funding under the LOTCIP program. This application was reviewed by CRCOG and we have addressed their comments and resubmitted the application to CRCOG to forward to CT DOT for their review and approval for funding.

## Public Works Department

Vincent Stetson  
Director of Public Works

### **Sidewalks on Birch Hill Road and Ellington Road:**

Survey and design of new sidewalks on Birch Hill Road and Ellington Road between Pleasant Valley Road and Chapel Road has begun. The sidewalks on Ellington Road would connect to the sidewalks in front of the new Pleasant Valley Elementary School.

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

### **Street Services Department**

The Streets Department, with the support of the Parks and Fleet Departments, responded to 6 winter storm events. These storms ranged anywhere from a coating to 5" of plowable snow. Some of these events were long duration incidents requiring staff to work long hours to keep our roadways safe for travel. But our staff is always up to the challenge which is why they are well respected in the Public Works community.

Streets maintainers have been trimming along the roadsides to eliminate low hanging branches that could hit high profile vehicles including our roadside mower as well as trimming any vegetation that impedes traffic signs. This not only eliminates safety hazards but improves the overall appearance of our roadways. To compliment that work, maintainers have been assigned to pick up litter along the roadsides.

Staff has been busy washing the fleet to rid the trucks of salt. This is an on-going process to wash off and neutralize salt using a special solution to prevent premature rusting. This is a critical task to help increase the longevity of our fleet.

In addition to dealing with snow, sleet and freezing rain incidents, we also had to deal with some heavy rains complicated by dense snow pack. Crews were assigned to check some of our problematic areas and low-lying areas to prevent flooding potential. Fortunately, only minor flooding issues were reported.

Streets Services assisted the Engineering Department by extracting core samples from several roads to be paved this summer. These samples are part of a planned quality control procedure. Samples are analyzed to determine thickness, density, drainage of soils and qualities of the subsurface. Samples were also taken on a section of Buckland Rd as part of a grant application to fund re-surfacing of the final section of that road.

Erosion control has been established on Rye St at Troy Rd in preparation for a larger drainage project to begin next month. Erosion control is the first step to ensure the site remains stable once the project begins.

The sign shop assisted the Parks Department with two large replacement signs; one for Larry Duprey Field and one for Zagorski Field. The shop also made several informational and directional signs for the temporary relocation of the town hall offices to the annex.

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*



## Finance Department

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

### Assessor

Assessors staff has diligently worked to finalize the 2023 grand list values for real and personal property as well as all motor vehicles owned and registered with the CT DMV as of October 1, 2023. The deadline to sign and file the Grand List for the Town is by the end of January 2024. This deadline is set by Statute, as the Town's annual grand list is one of the main components to the start of the next fiscal year budget process.

All business personal property should have recently received assessment notices regarding their new 2023 grand list value. In addition, all real property owners that have had an increase in their assessment due to new construction, renovations, adding an outbuilding, or other, will be sent an assessment notice regarding change in value from the Assessor's office.

If any property owner disagrees with the assessment of their business personal property, real estate, or supplemental motor vehicle they may choose to go to the Board of Assessment Appeals which will meet in March 2024. All applications must be received by the Assessor's Office on or before February 20, 2024. If residents are in need of an application, they can be found on our website here: <https://www.southwindsor-ct.gov/assessor/pages/forms-and-documents>. Appeal applications may be submitted via email, [assessor@southwindsor-ct.gov](mailto:assessor@southwindsor-ct.gov), hand delivered, or put in the drop box affixed to the side of the building. If the application is not submitted on or before the end-of-day February 20, 2024, the appeal may not be heard by the Board for the 2023 Grand List.

2022 Supplemental Motor Vehicle bills (any new or additional vehicle registered after October 1, 2022) have been mailed to owners by the Collector of Revenue's office in mid-December 2023. If you have disposed, sold, junked, or totaled a vehicle please submit your two forms of proof via our website web-form found here: <https://www.southwindsor-ct.gov/assessor/webforms/motor-vehicle-proof-submission>, or by email to [assessor@southwindsor-ct.gov](mailto:assessor@southwindsor-ct.gov)

All inquiries to the office will be answered promptly, however, for quicker response times please use [assessor@southwindsor-ct.gov](mailto:assessor@southwindsor-ct.gov) or check our webpage for frequently asked questions and other resources: <https://www.southwindsor-ct.gov/assessor>.

### Collector of Revenue

Demand/Intent to Lien Notices are scheduled to be mailed Friday, February 9, 2024. To avoid additional interest and fees payment must be received by the close of business Thursday, February 29, 2024. Liens will be placed on delinquent real estate accounts on or about March 1, 2024. UCC-1 liens will be filed with the State of Connecticut on or about March 1, 2024, for delinquent personal property accounts.

The State of Connecticut Department of Motor Vehicles has been notified of accounts that are delinquent. Therefore, clearance will be required from the Collector of Revenue office to complete a renewal or new registration of a motor vehicle. Should DMV clearance be needed all delinquent taxes in your name(s) must be paid with cash, money order or certified bank funds. Payment remitted online or with a check are subject to a ten-day business hold.

Commercial sewer use bills will be mailed the last week of March and are due April 1, 2024. The last day to pay without penalty is May 1, 2024.

January 10, 2024, the annual tax sale auction was completed recovering \$74,338.13 in tax revenue and \$5,411.60 in sewer use fees. Additional information regarding the sale is available <http://cttaxsales.com/>.

Tax time is upon us if you need 2023 tax information to complete your income tax return information is available on line, <https://www.southwindsor-ct.gov/collector-revenue/pages/irs-tax-receipts-online> or send an email to [taxcollector@southwindsor-ct.gov](mailto:taxcollector@southwindsor-ct.gov), please allow 24 business hours for a response.

For our office to best assist please provide the name(s) and what type of record you are requesting, motor vehicle, real estate and/or personal property tax. If your **vehicle is leased** tax information is only available via email or in person, please have the VIN number or Connecticut registration number available so we may assist.

Tax information may be purchased from the office during normal business hours, the cost is fifty cents per page.

# Building Department

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

## December 2023

Number of Permits Issued:	145
Number of Inspections Done:	482
Value of Work Done:	\$4,765,564
Amount of Revenue Collected:	\$57,200.06

### The Promenade Shops at Evergreen Walk:

The following work is in progress at The Shops:  
Whole Foods  
My Salon Suite  
Golf Lounge 18  
Blue Mercury

### Whole Foods:

Inspections continue for Whole Foods Market. The business has advertised that they will open on January 17<sup>th</sup>, 2024

### Golf Lounge:

Expected to open in January

### ‘Deka Lash’:

Certificate of Occupancy issued on December 12<sup>th</sup>, 2023

### Club Studio Fitness:

Inspections begin for Club Studio Fitness

### 158 Sullivan Avenue – Tenant Fit-Outs:

Inspections still in progress for all 8 units

### 150 Sullivan Avenue - New Commercial Building:

Construction starting for new multi-unit commercial building

### 2400 Tamarack Ave – Farmington Valley Dermatology:

Final inspections wrapping up for medical office fit-out - Expected to open in January 2024

### 1014 Sullivan Ave:

Inspections continue for the new commercial retail building

Marc Melanson  
Chief Building Official

# South Windsor Public Schools

**Dr. Kate Carter, Ed.D.**  
Superintendent of Schools



## **PRESS RELEASE**

### **CONTACT INFORMATION:**

#### **South Windsor Public Schools**

Diane Becker, Communications Specialist

[dbecker@swindsor.k12.ct.us](mailto:dbecker@swindsor.k12.ct.us)

[southwindsorschools.org](http://southwindsorschools.org)

### **FOR IMMEDIATE RELEASE**

#### **Nominations Are Now Being Accepted for the 2024 Eugene Policelli Service Awards**

**South Windsor, CT, January 26, 2024** – The **Eugene Policelli Service Awards** were established by the South Windsor Board of Education to recognize and honor Dr. Eugene Policelli's service to the Town of South Windsor. The Board of Education invites residents, or employees of a South Windsor business, to nominate someone who has volunteered their time for the betterment of the South Windsor community, for this award.

Each year, the Eugene Policelli Service Awards honor up to three high school seniors and three adults who work or live in the South Windsor community, and who have made outstanding contributions through volunteer service. The names of the honorees are inscribed on a commemorative plaque, located in the main entrance of South Windsor High School.

We encourage nominations to be submitted electronically through our website ([southwindsorschools.org/policelli](http://southwindsorschools.org/policelli)). Hard copies of the nomination form will also be available from the South Windsor Board of Education administrative offices, South Windsor High School main office, South Windsor Town Hall, the Charles N. Enes Community Center, the South Windsor Recreation Department, and South Windsor Public Library.

The deadline for submitting a nomination form is **Friday, February 23, 2024**. Honorees will be selected and notified by **Monday, April 1, 2024**. The ceremony recognizing those selected will be held on **Tuesday, May 7, 2024**, at South Windsor High School.

For more information, please contact Benjamin Wry at 860-648-5003 or [bwry@swindsor.k12.ct.us](mailto:bwry@swindsor.k12.ct.us)

## Human Services Department

Andrea Cofrancesco  
Director of Human Services

### ADULT & SENIOR SERVICES Andrea Cofrancesco, Director of Human Services

#### ELDERLY AND DISABLED PROPERTY TAX RELIEF

Elderly and disabled homeowners who qualify can apply for reduced property taxes on their homes until May 15, 2024. If you are currently on the program the Assessor's Office will send you a letter if it is your year to reapply. This year's income limits are \$43,800 maximum for an individual and \$53,400\*for a couple. All gross income is counted including Social Security benefits. Documents you will need: Signed 2023 1040 Federal Tax form (if you file); 2023 Social Security Statement (SSA-1099); 2023 Pension Statement(1099); 2023 Bank Interest Statement(1099); Any other 2023 Income 1099. For more info or to schedule an appointment, call 860-648-6361 ext. 3335. ***\*Town of S.Windsor has an expanded local option which allows up to \$50,000/single homeowner and \$65,000/married couple, for a benefit of \$195.00 tax credit.***

#### Medicare Advantage Plan Open Enrollment

**Medicare Advantage Open Enrollment Period:** (MA OEP) occurs each year from **January 1 through March 31**. During this time you can switch from your Medicare Advantage Plan to another Medicare Advantage Plan, **or** switch back to Original Medicare, with or without a stand-alone Prescription Drug Plan. Changes made during this period take effect the first of the month following the month you enroll and you can only make one change. **Please note:** If you have chosen Original Medicare and a Part D plan for January 1, 2024, you **cannot** change your Part D plan during this time. For more info, please give us a call at 860-648-6361 ext.3335 and ask to speak with a CHOICES counselor or call 1-800-MEDICARE.

#### Whole Foods Donates to Food and Fuel Bank:

Whole Foods donated \$10,000 to the Food and Fuel Bank. In addition, the Food Bank will be receiving their leftover bread, pastry, meats and produce weekly. This extremely generous monetary donation will benefit many residents and the continued weekly donation of food will be an additional benefit to those we serve in the Food Bank and Senior Center.



#### Support Groups at the Community Center:

**Bereavement Support Group:** Meetings are the **1<sup>st</sup> Friday of the month at 3:00 PM**. Facilitated by Intercommunity Health Care. Funded by ARPA

**Depression and Anxiety:** Meetings are the **3<sup>rd</sup> Tuesday of the month at 10:30 AM**. Facilitated by Intercommunity Health Care. Funded by ARPA

**Caregivers Support Group:** Facilitated by Susan Grundstrom, Caseworker in Adult and Senior Services. Meetings are typically the 2<sup>nd</sup> Friday of the month at 10:00 AM.

**Parkinson's Support Group:** Facilitated by a volunteer with the Parkinson's Association. Meetings are held the 2<sup>nd</sup> Thursday of the month at 1:00 PM.

#### 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?
- ☐ 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



# Human Services Department

Andrea Cofrancesco  
Director of Human Services

-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
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**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

Andrea Cofrancesco  
Director of Human Services



### Teen Center:

Our Theme this month has been GETTING TO KNOW YOU. We started with a mini pizza party introducing ourselves and sharing what everyone is looking forward to this year. We made Time Capsules and each student wrote down about who they are now and their favorite things, they are sealed up and we will open them up next December 2024.



We have many chefs down here at the Teen Center. So many students shared their desire to cook. Together, we decided to pick a few items that would be easy enough to start our culinary journey. We made few different kinds of cookies, English muffin pizza, homemade mac n cheese and nachos with some delicious toppings. A few of the students even designed aprons for us to use. Later this year, we would love to have a Volunteer introduce us to different Cultural Foods.

It may be cold outside, but we are already thinking of warmer weather and fun outdoor activities. Thanks to all who donate bottles, we are able to return them to the recycling center in town and save the money for upcoming field trips. A few of our ideas are volunteering at a food shelter, bike or hike the trails, bowling, mini golf, Nomads..... **Parents we need your help to get the REGISTRATION AND TRAVEL FORMS SIGNED!** Every student has

received these but if lost no worries we have much more here.



Our Facebook Page is coming back to life. We have been posting our monthly schedule; hours, contact information and people are paying attention. Many parents have stopped by to check us out, emailed and called about our program. It's nice to see that the community is so interested in our events.

### School Outreach & Prevention:

January has been a busy month for school engagement and prevention. The Students Against Destructive Decisions (SADD) Club has been busy working on a new pilot program to distribute Deterra Drug Disposal bags to people who live and work in South Windsor. They have partnered up with the Governor's Prevention Partnership (GPP) to create a presentation to share with a variety of groups in the community. An evening planning session for the group was held on January 4<sup>th</sup> and 2 representatives from GPP joined us to work with the students. We are all looking forward to seeing this project come to life!



## Human Services Department

**Andrea Cofrancesco**  
Director of Human Services

We also celebrated National Mentoring Month with a celebration on January 17<sup>th</sup> at Timothy Edwards Middle School. All of the students and adults who participate in the Mentor Program came together after school to share some snacks, play cooperative games and have fun together. We greatly appreciate the mentors who take time out of their lives to spend an hour each week with a student. The connections that are made are beneficial for both the students and the mentors! (Photo of plant - given to mentors)



Kathy Reed, Prevention Coordinator, has also teamed up with Kathy Mills, Family Engagement for TEMS, to create new "Mood Boosters" groups for the middle school. We currently have multiple 6th grade groups that meet weekly to encourage a positive break in their day. We discuss a variety of topics and then do a hands-on activity that is connected to the theme of the day. We are enjoying getting to know the students, sharing important information and providing a positive, safe space for discussion and growth.

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

Counselors remain busy with 68 open and active cases of youth seen for mental health counseling. We received 12 new referrals and have 11 youth on our waitlist. 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 thankful that we have ARPA funds to support our youth and families that need

mental health services. The ARPA funding has helped us increase one staff member's hours and hire a part time contractual therapist as well. We are concerned that the funding is temporary but the mental health needs will likely continue to grow.

Johanna Kilmer our MSW student joined us this month and is jumping right in with four cases of her own. She has many years of experience working with Youth and is a great asset to the team. We are also in the process of interviewing for another ARPA funded position in the hopes of decreasing our wait list.

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

*Liz Langevin, LCSW*  
*Youth and Family Services*





## Parks & Recreation Department

**Molly Keays**

Director of Parks & Recreation

### “Discover the Benefits!”

John Caldwell, Jr.  
Parks Superintendent

Jennifer Filer  
Asst. Director of Parks & Recreation



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

**South Windsor Walk and Wheel Ways (SWW&WW):** The Committee is working diligently

with the Parks and Recreation Director to make progress on phase 1 of the Crosstown Trail. They are also seeking volunteers for their 4<sup>th</sup> grade bicycle program.

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

**Adult Volleyball:** We run an adult volleyball league that plays each week from October to March. We have over 300 players this season participating in the league.

**Youth Basketball:** Our youth basketball league started games this month! They will have regular games every Saturday until the post season in March. Our Mighty Mites and More Mighty Mites program has expanded this year and started their season on Saturday, January 6.

**Men's Basketball:** Our men's league has continued to have games this month. This season, we have 150 adults participating in the league.

**Creative Cardio:** This month we had 32 participants join our in-person and Zoom classes for creative cardio!

**Kripalu Yoga:** Our popular yoga program had 40 active participants this month that attended both in-person and Zoom offerings.

**Jukido Jujitsu:** 30 participants met during the weekly classes and enjoyed another form of recreation that sets itself aside from standard athletic movements and practices.

**Self Defense is Karate:** This program focuses on educating the mind and body in ways that most people will not understand until they participate in these rigorous classes. We had 12 active participants this month.

**Learn to Skate:** The learn to skate program that is run through our partnership with the South Windsor Arena had 65 participants this month that had the opportunity to learn and improve their ice skating skills.

**Ski and Snowboard Club:** Our Ski and Snowboard

club kicked off this month for our middle and high school students! The TEMS & SWHS Ski & Snowboard Clubs provides an after-school opportunity that gives our young adolescents a bit more freedom and responsibility during January and February. In collaboration with Mount Southington, SWPRD is able to provide an exciting program for experienced skiers and snowboarders as well as newcomers to the sport. We have 168 participants in our program this year.

**4TH R:** The 4th 'R' program had another month filled with recreation-based fun! We enjoyed expending our energy through various group games, including favorites like Spud, Battleship, and Defend Your Castle. Many 4th 'R' friends practiced their basketball skills and engaged in creative game-making. Exploring new ways to create watercolor art, honing our drawing and sketching skills, and experiencing our first snow day of the year were highlights. Those enrolled in the 4th 'R' program spent the day with our dedicated staff at the Parks and Recreation Department. A total of 27 friends joined us for both indoor and outdoor activities, including games like Indiana Jones and Steal the Bacon in the gym, and fun outdoor activities such as Jump the River and Finish the Drawing Creations. We made the most of the snowy day by building snowmen, creating snow angels, and sledding down the small hill at the Parks and Recreation Facility!

**Preschool:** We had an abundance of wintery fun to conclude Session B! Activities included painting snow, creating handprint snow globes, exploring snow sensory bins, and deconstructing gingerbread houses. Additionally, we delved into the fascinating world of snowy animals such as penguins, arctic foxes, and polar bears. Fine motor skills were honed through scissor cutting, and we enjoyed crafting special mail to take home to family and friends. Gross motor activities in the gym and cafeteria, along with group games like color freeze dance and 'What Time Is It Mr. Fox?' added to the excitement. Our winter registration for the upcoming late winter and early spring sessions was a success, with 100% enrollment across all parent/child classes, 2-3-year-old independent classes, and 3-5-year-old independent classes!

**Dodgeball Night: 1/19/23:** On January 19, we hosted our annual Dodgeball Tournament and had a total of 81 participants and 40 spectators! Thank you all for playing!



# Parks & Recreation Department

**Molly Keays**  
Director of Parks & Recreation

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

### **Athletic Fields & Grounds:**

- In late December, a dormant seeding of bluegrass was successfully carried out at Rye St. Park.
- To enhance germination in targeted areas, the athletics crews applied a "seed shield." This protective measure serves to provide additional warmth to the ground, prevent seed consumption by birds, and mitigate the risk of seed washout.

### **Parks & Open Space:**

- **Ongoing Focus on Tree Maintenance:** Throughout the winter, our primary emphasis will remain on tree work within parks and open spaces, contingent upon favorable weather conditions.
- **Temporary Pause at Splash Pad:** Recent snowfall has temporarily suspended operations at the splash pad. Nevertheless, pre-winter efforts enabled the installation of sections of ornamental fencing. Resumption of work at the splash pad is scheduled for early spring.
- **Adaptive Mowing Schedule:** Traditionally, large open spaces are mowed in the fall. However, due to the exceptionally wet conditions this past fall, the completion of this task was impeded. The recent cold spell provided a window of opportunity as the ground froze, allowing us to finalize the mowing process.

### **Projects:**

- **Enhancements at the Town Garage:** Our commitment to organization and equipment preservation at the town garage persists. Crews have recently completed the construction of a specialized backpack blower shelf designed to accommodate units utilized for trim mowing and fall leaf removal.
- **Boardwalk Replacement at Major Michael Donnelly:** A significant undertaking this winter involves the replacement of boardwalks at Major Michael Donnelly. The current structures, in service for over a decade, have gradually deteriorated. Throughout the winter and spring, our dedicated crews will systematically remove aging sections and install 66 ten-foot-long replacements to ensure continued safety and accessibility for visitors.
- **"Zagorski Field" Sign Replacement:** We are pleased to

announce the impending installation of a new "Zagorski Field" sign. This replacement signage, currently in progress, will be prominently displayed on the backstop at Rye St. Softball.

- **Enhanced Security at the Farmers Market:** In an effort to maintain order and security, a new wood rail fence has been installed at the farmers market. This measure is designed to prevent unauthorized access by both vehicles and pedestrians onto private property.
- **Equipment Maintenance Efforts:** Brian Sullivan and Mark Hilton are diligently overseeing the servicing of all small equipment, ensuring optimal functionality and longevity.

### **Other:**

- The crew, in conjunction with Public Works, responded to the several winter events during the month of January. A couple of these events were long duration storms, which involved tireless efforts by crews.

# Parks & Recreation Department PHOTOS



We had “snow” much fun outside during our 4th R snow day program!



We had a lot of creative fun this session in our pre-school!



Jukido testing skills during a session



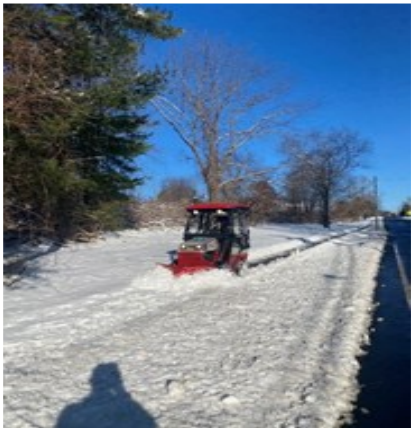
New Zagorski Field sign for Rye Street



Crew works on new bridges for the Donnelly Trails



Ski and Snowboard Club at MT Southington



Crew clear the sidewalks after storm



Our Learn to Skate participants in action!

## ***February 2024 Town Council Meetings and Events***

### **Meetings**

**Monday, February 5, 2024**

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

**Tuesday, February 20, 2024**

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

### **Holidays**

**Saturday, February 10, 2024**

**Chinese New Year**

**Monday, February 12 (Town Offices Closed)**

**Lincoln's Birthday**

**Wednesday, February 14, 2024**

**St. Valentine's Day**

**Monday, February 19, 2024 (Town Offices Closed)**

**President's Day**

*Layout by Katherine Senerth, Executive Assistant*

