

Town of South Windsor

Town Manager's Report January 2024



Michael Maniscalco
Town Manager

Bond Issue

The Finance Director in consultation with the Town's Financial Advisor have decided that we will issue \$8.5 million of the authorized but unissued bonds in order to maintain cash flow. In order to do this, we will need to go for another rating from S&P. We are tentatively planning a call with the Rating Analyst for Jan 11th, and will be issuing bonds in early February.

Audit

Town staff have been working with the auditors over the last few months and they have completed the audit. Preliminary, there are no findings and it is a clean audit. The Audit Committee will meet to review and accept the audit in the coming months. Additionally, we have submitted the audit along with the FY22-23 budget to the GFOA for their annual review and our application for the annual budget award.

Car Tax Cap

Recently, I participated in a call regarding the car tax cap implemented by the State of CT. While our mill rate is over the cap, the formula for State reimbursement uses last years mill rate versus this years mill rate. Due to revaluation, many communities including South Windsor stand to lose significant amounts of money from the State. CCM and CRCOG are meeting with legislators to get a legislative fix to this issue in the coming legislative session.

HVAC Upgrades at Town Hall

Phase II of the HVAC upgrades began on December 28th. This phase includes removing several ceiling tiles and ceiling grid then dropping the old air distribution boxes, installing new ones and reassembling the ceiling. The contractors plan is to complete three boxes a day. This process will take two to three weeks to replace all of the boxes on all three floors.

Holiday Work

I want to take a minute to recognize the countless town employees who have worked over the holiday season. Many of them had to sacrifice time with family and friends to keep our community safe.

Michael Maniscalco, MPA
Town Manager



***Park's Crew putting up the 35-foot
Christmas tree at Nevers Park***





Police Department

Kristian R. Lindstrom
Chief of Police

Monthly Statistics November 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.

November's numbers are below:

Total Computer Aided Dispatch Entries:	2021
Routine Calls Received/Outgoing:	3353
911 Calls	660
Directed Patrol/Premise Checks:	509
Motor Vehicle Stop - Attempt	2
Motor Vehicle Stops:	280
Driving Under the Influence	7
Emotionally Disturbed Persons:	21
Medical Assists:	220
Suspicious:	67
Alarms:	80
Motor Vehicle Violation	34
Motor Vehicle Accidents:	32
Welfare Check:	39
Assist Outside Agency:	32
Animal Problem:	25
Citizen Assist:	46
Miscellaneous Service:	23
Collision Reports:	38
BOLO:	20
Disabled Motor Vehicle:	22
Larceny - Motor Vehicle	0
Larceny:	25
Hazardous Conditions:	8
Pistol Permits:	10
Burglary	2
Burglary - Motor Vehicle	2
Civil Matter:	11
911 Check:	7
Fraud:	19
Domestic Dispute:	15
Violation of Town Ordinance:	0
Sexual Assault	0
Arrests	46
Youth Problem:	4

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.

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, by the first of the year our agency will be at full staff.

Month End Sworn Personnel Summary

With an authorized strength of 46 sworn members by month's end we will employ 46. During the month of December, our newest sworn member was offered a job. Officer Reid Martin will begin his career with the Police Department on December 26th. 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 a pre-academy "on-boarding" phase, two in the academy (Bravo, and Lamagna), one in field training (Gary), and 1 out on medical leave (work related).

Civilian Personnel Summary

Among our 15 civilian employees, we currently have zero vacancies. In an effort to minimize the effects felt by Dispatcher Cordeiro's retirement, in the month of December a dispatch job was offered to Ethan Skinner. Shortly after Dispatcher Cordeiro comes off of the books on December 31st, Dispatcher Skinner will start his career on January 2nd. At that time, Dispatcher Skinner will begin an eight week field training program before he is 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.



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.

This time of year is filled with joy and happiness that is marked by people's generosity and desire to help those in need. The Police Department is no different than anyone else and we try to do our part to help those less fortunate.

On December 2nd police personnel held a "Stuff-a-Cruiser" event where the public can donate a new unwrapped toy with the goal of filling a police cruiser. In partnership with the Ambulance Service of Manchester, SW Fire Department, and Birdhouse Coffee, this event outdid itself and exceeded the police cruiser's capacity so we ended up "Stuffing-an-Ambulance."

From December 5-8 Corporal Alexis McLain held a car seat installation class at the police department. As the lead instructor, Cpl. McLain taught approximately twenty people (police officers, fire fighters, medical professionals, etc) from around the state on the intricacies of properly installing a child car seat. This event culminated in a free car seat installation clinic at the police department on Friday December 8th. This clinic allowed expectant parents, new parents, grandparents, and anyone else interested to learn how to properly install their own car seat into their vehicle. These programs are always well received and go to great lengths to ensure that our smallest users of the roads are as safe as possible.

In mid-December, the State Police announced a new initiative. The "Bring Me Back Home" registry was launched and South Windsor Police personnel wasted no time getting information about this valuable program out to some of our more vulnerable populations. This initiative is focused around a state registry that houses information of people living with cognitive challenges such as autism or various forms of dementia. The registry is voluntarily entered into by

families whose loved ones might be prone to wandering or going missing. The information contained in the registry is available to police personnel in an effort to quickly and safely locate these individuals when they are unaccounted for. Police personnel posted information on the new initiative on our social media channels and also visited the assisted and independent living facilities in town to distribute materials to help get the word out.

As mentioned above, the Holiday Season is a time when we make sure those less fortunate are cared for. Well, this goes for our four-legged friends as well. To help offset to growing costs of feeding our guests at the Tyler Regional Animal Care Shelter (TRACS), the police department held a pet food drive from December 11-15th where community members could drop off a food item, toy, or pet accessory for the TRACS animals at TRACS. Our Animal Control Officers were on hand at prescribed times to meet and greet donors and show them the facility. The response from the community was wonderful and the abundant donations will help to keep the animals fed, healthy, and entertained while they spend the holidays in the shelter.

This time of year the police department receives countless donations from the community. Plates of cookies, candy wreaths, and some warm meals will crowd the dining table in the employee lounge during the holidays. This support is appreciated by our staff as they work through the holidays keeping the Town safe. This level of support is one of the things that separates South Windsor from so many other towns in the area and makes the South Windsor Police Department a great place to work.

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.

December 1st saw the long-awaited re-opening of the bridge on Pleasant Valley Road near Veteran's Memorial Park. The new bridge reintroduces a popular access route from Route 30 to Route 5 and the bridge is projected to have a service life of approximately 100 years.



Police Department

Kristian R. Lindstrom
Chief of Police

On December 2nd one of the Town's main thoroughfares was closed due to an accident. A driver fell asleep in the pre-dawn hours on Buckland Road near the Manchester town line. The vehicle left the roadway and struck a utility pole. The pole broke and fell into the roadway bringing a bird's nest of utility and power lines with it. In order to keep the motoring public safe, the road was closed until the necessary repairs could be made.

On December 20th, Chief Lindstrom met virtually with other town and state officials to discuss the rehabilitation/renovation of the Bissell Bridge that carries I-291 over the Connecticut River. Although not slated to start for quite some time, the planning process has begun and the police department will be involved from the ground up.

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.

In the first week of December patrol responded to an assault call involving a town resident and a female acquaintance. The resulting investigation revealed that the parties and a second female were believed to be engaged in some type of business transaction/relationship. After overconsuming alcohol and smoking crack cocaine an argument ensued and one of the females was assaulted. The male was located and arrested a short while later.

On December 13th patrol officers arrested a male party for a hunting violation that occurred on November 17th. In that incident, the suspect shot his hunting partner accidentally and then lied to police officers about what had happened. The victim had multiple wounds that were non-life threatening. Officers submitted a warrant to court which was approved by a judge and the suspect was arrested a short time later.

Friday December 15th through Monday December 18th was a very busy time for the police department and its patrol staff in particular. In that short span, police personnel dealt with a variety of incidents. Patrol responded to a residential burglary in progress and took three people into custody. During the booking process, a significant amount of Heroin was found in possession of one of the arrestees.

In a separate case, patrol staff arrested a shoplifter who was found to be in possession of crack cocaine and fentanyl. In another incident, officers located a suspect who was wanted on a larceny warrant and took that party into custody. A motorist was stopped in the parking lot of 7-Eleven for a host of motor vehicle charges. During the stop, the driver was found to be in possession of crack cocaine and fentanyl.

On December 16th, an emailed bomb threat was received at Temple Beth Hillel. Similar emailed threats were received by at least fifteen other synagogues in Connecticut. The threat received locally did not identify Temple Beth Hillel specifically. The premises were searched and nothing suspicious was located. Investigators have been in contact with the State's fusion center and the FBI and the incident is under investigation.

In another incident, a suspected shoplifter struck a police cruiser as they fled from the scene at Target. Luckily no one was hurt and the damage to the cruiser was arguably non-discernible, but it does go to show you have brazen some members of the community are when encountered by the police.

As the weekend drew to a close, some serious weather entered the area when heavy rain and wind blew through the area. Several trees were knocked down which caused dozens of power outages and closed several roads. Local waterways and dams were tested, but luckily none of them failed. In 3 short hours, midnight shift patrol responded to approximately 30 calls for service that were weather related.

Hopefully as the tumultuous weather moves out of the area, it will take this burst of criminal activity with it and things will be a little less hectic as the holiday comes and goes.

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



Police Department

Kristian R. Lindstrom
Chief of Police

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

Our HVAC contractor was onsite to insulate the heating pipes above the ceiling in the main Hallway. I've met with one of our on-call engineers and asked them to provide a proposal to evaluate the building structure and identify a couple of locations in the building where a three stop elevator could be incorporated into the building. His proposal will include a budgetary line item for the elevator construction, engineering and elevator type.

PD Carpet Replacement Lower Level

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.

ADA Upgrades

A new ADA ramp was installed in the Council Chambers. The ramp, albeit small, eliminates the step to get to the platform where the Councilors desk is located. I am still waiting for two additional proposals for ADA type work, I hope to have those in the coming weeks.

Public Works 2nd Floor Security Enhancements

I met with the Department Heads from Planning, Building, Public Works and Pollution Control to review the previous floor plan designs provided by the engineer. The Department Heads came up with a scaled back floor plan design that encompasses security concerns as well as being able to serve the public's needs. I am now tasked with determining if the revised plan is feasible with the remaining ARPA funds available.

Police Department Elevator Modernization

As the last capital projects meeting I was able to get a consensus from the members to transfer project balances from five closed out projects to the capital non-recurring account. These funds will be used in conjunction with the LoCIP funds we currently have available to fully fund the elevator modernization. The next steps include bringing this project to the Council for approval and applying to the state for the use of the LoCIP funds.

Wood Memorial Library HVAC Upgrades

Earlier this month the contractor submitted a tentative project schedule. The schedule is tentative and based on the engineers approval of equipment and material submittals and lead times for the equipment.

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

The contractor has completed 95 percent 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

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 grit to them.

ARPA Project- Fire House/Town Hall HVAC Upgrades

Thanks in large part to the I.T Department staff, we successfully moved all staff from the Town Hall to the Annex so the HVAC system air handling unit could be removed and replaced. The contractor will be replacing CV boxes throughout Town Hall starting on the 28th. This process will take two to three weeks to replace all of the boxes on all three floors. The building automation system for Town Hall is still being wired and programmed. Once the VAV boxes are replaced, the automation contractor can wire, test, and calibrate the thermostats and put them online.

ARPA Project-Town Hall Windows/Renovations 1st Floor

All the windows and doors are now replaced. The windows have been measured for window treatments, they are currently on order. A walkthrough was completed last week with the Engineer and Project Manager. Minor painting touch-ups and caulking need to be completed but other than that we just waiting for the window treatments to arrive and be installed.

Town Hall LED Lighting Upgrades

The Council Chamber 2x2 ceiling fixtures are being replaced as I type this report. The lights including dimmable switches will greatly enhance the lighting in the entire space.

Library Phone System Upgrade

We are currently awaiting word from A&AT on when they will have the licenses added to the Library phone system. For whatever reason, this is taking longer than usual.

Town Hall /Library Lockdown Project

I have received a proposal for some of the work at the P&R facility. I plan on completing that work in the next month or so depending on the contractors schedule. I

Facilities Maintenance

Clay Major
Director of Facilities

am still working on the floor plan for the Library, Town Hall and P&R facilities.

Additional Library Parking Lot Lighting

Site work to install the light pole bases was completed last week. The poles that we received had to be sent back as they were too short, new poles are on order. Trenching between the bases to install wiring is expected to take place next week.

Public Works Private Cube Office

The private cubicle office is almost complete. It is in place but the very top panels of the office wall did not fit so the vendor had to remake those pieces. They are scheduled to return next week to install and complete the job.

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

A purchase order was cut for the chemical treatment system. Our electrician was onsite to run a new circuit for the air dryer that will also be installed as part of this system. The system flush, treatment and modifications to adapt the new system to the sprinkler system will take a couple of months.

Town Garage Exterior Bay Sheathing Replacement

Many of the exterior corrugated sheet metal panels on the cold storage vehicle bays at the Town Garage have rusted from the bottom up due to the snow and salt that gets piled up on them during the winter. I am waiting for a proposal to repair/replace the panels as well as reinsulating the interior walls.

Rye St DSL Upgrade

Frontier will be installing a new fiber circuit to the building to replace the intermittent DSL circuit. Our local electrician was onsite this month to install a 4" conduit from the nearest telephone pole to the building so the fiber can be brought into the building. Frontier is still "engineering" the circuit, they expect this process to take a few weeks. A big thank you to the crew from Public Works Streets Division that dug the trench for the conduit.

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. Some utility poles still need to be relocated to complete the new road and bridge work.

Pleasant Valley Road Reconstruction Phase 2

WMC Consulting Engineers is finalizing bid plans and documents for phase 2 of the reconstruction of Pleasant Valley Road from Long Hill Road to Clark Street. This design includes improving the road geometry, new drainage pipes and structures, new road base, pavement and curbing and sidewalks on one side of the road. We will notify utilities of the needed relocations and will be contacting property owners about easements. The project schedule is to bid this project this winter for construction to start in the spring of 2024.

Town Road Paving

In 2024 we plan 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. This work is scheduled to be bid in January, 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 will be reaching out to residents about easements needed for this project and will then submit final plans to CRCOG. This project is scheduled to be constructed in the summer 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 re-

vised 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 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 project schedule is to finalize plans and bid this project for construction in the summer 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.

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

Public Works Department

Vincent Stetson
Director of Public Works

Streets Services Department

The Streets Department, with the support of the Parks Department, concluded the annual leaf harvest. Crews worked 29 days in total and collected in excess of 18,000 cu yds of leaves from our roadsides. To put that into perspective, a full-sized pickup truck with an 8' bed, loaded level of the sides, is about 2.5 cu yds, or one square shaped leaf pile 6' high by 300' long and 300' wide, which no matter how you look at it, that is a lot of leaves. Weather worked in our favor as we only lost one day to bad weather. Thank you to all our crews, mechanics and contractors that made this collection a success once again.

As the leaf harvest came to a close, crews began working to prepare our equipment for the winter season. Salt spreaders need calibration to ensure accurate application rates are applied. Plows need to be tested to ensure they are functioning properly. Garage bays need to be reconfigured so every truck has a place inside the building to speed up our response to storms. From this point forward, all trucks will be in snow ready mode at the close of each day.

We have hauled in approximately 10,000 cu yds from Vernon and have less than 1000 cu yds left to bring in from their sites. That program once again ran quiet smoothly and efficiently helping to fill both of our leaf sites to capacity.

In addition to winter preparations, our maintainers are working to winterize and protect other equipment that will not be needed during the winter season. Taking the time now to properly prep this equipment makes it that much easier to get the equipment ready for the construction season next year.

Several of our newest maintainers attended Green Sno Pro training conducted by UCONN's T2 Center. Students learned the difference between anti-icing vs. de-icing, the chemistry of chlorides, the importance of application rates and how to best protect the environment using "Green" snow techniques. This training was timely as the winter season is around the corner.

Crews responded to 49 calls for service during a wind-swept storm in the middle of the month. Several roads needed to be closed as the CT River began to rise flooding areas adjacent to the river. Many roads needed to be cleared of downed trees and debris. Other areas needed protection due to low hanging wires and water over the road.

Now that the leaves are stockpiled at the leaf site, we have begun the composting process by turning the leaves as necessary. There is a true science to composting. The temperatures of the piles are recorded and monitored as we need to maintain proper temperatures for the composting process. As the piles degrade, heat is generated and oxygen is consumed by the microbes that quietly do all the work. Turning the leaves at the right time is critical to the microbe's success by cooling them down a bit and providing them with oxygen to make them thrive. It is really amazing to see these giant piles of raw leaves transform into that much sought-after compost.

Residents are encouraged to use Connect South Windsor to report hazards:

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 is diligently working 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 file the Grand List for the Town is 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 owners will be receiving assessment notices no later than the first week of February 2024 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 taxpayer 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, hand delivered, or put in the drop box affixed to the side of the building. If the application is not submitted on or before February 20, 2024, the appeal cannot 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

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

Collector of Revenue

Taxes are due January 1, 2024. The last day to pay without interest is February 1, 2024. The Collector of Revenue would like to remind taxpayers that the second installment of real estate and personal property taxes are due January 1, 2024. Original bills were mailed June 2023, no additional mailings occur. Supplemental motor vehicles taxes are due January 1, 2024, tax bills were mailed December 18, 2023. The last day to pay taxes without penalty is Thursday, February 1, 2024.

As owners of property, taxpayers are responsible to see that taxes are paid when due. Failure to have received a bill does not exempt the taxpayer from payment of all taxes and all interest charges and collection costs, as per Conn. Gen. Stat. 12-130 and 12-146. Interest is charged on all late payments and cannot be waived.

The Collector of Revenue Office is in Town Hall, 1540 Sullivan Avenue, South Windsor, Connecticut, 06074. Office hours are Monday 8:00 a.m. to 7 p.m. and 8:00 a.m. to 4:30 p.m. Tuesday through Thursday and 8:00 a.m. – 1:00 p.m. Friday. **The office will be closed 12/25/2023, 01/01/2024 and 01/15/2024.**

Payment Options

When making payment, please bring or send all copies of the bill. Receipts will be returned to taxpayers who include a self-addressed stamped envelope. Please make your check payable to Town of South Windsor.

1. Online www.southwindsor-ct.gov fees will be assessed by the vendor.
2. A drive up drop box is located at the front entrance of Town Hall and one is located next to the Legal Notice board at the front entrance of the Town Hall for check payments, **no cash**.
3. Payment may be made during normal office hours with cash, check or money order.
4. Payment by mail with check or money order.

If you have a question Collector of Revenue staff are available to help. Our contact information is 860-644-2511 extension 2321 or email taxcollector@southwindsor-ct.gov.

Please visit the Collector of Revenue website for additional information regarding the collection of taxes <https://www.southwindsor-ct.gov/collector-revenue> or to sign up for E-notifications, choose Collector of Revenue under News or Announcement <https://www.southwindsor-ct.gov/subscribe>.

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

Number of Permits Issued:	234
Number of Inspections Done:	474
Value of Work Done:	\$6,624,361
Amount of Revenue Collected:	\$124,587.08

Update of Large Projects

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

Waffle Cabin

The new Waffle Cabin in Evergreen Walk is open for business.

Whole Foods

Inspections are wrapping up for Whole Foods Market. The business has advertised that they will open on January 17th, 2024

'Deka Lash'

Getting ready to schedule final inspection for Certificate of Occupancy

Club Studio Fitness

Interior demolition of the old L.A Fitness has started

158 Sullivan Avenue – Tenant Fit-Outs

Inspections are in progress for all 8 units

150 Sullivan Avenue - New Commercial Building

Plans approved for new multi-unit commercial building

2400 Tamarack Ave – Farmington Valley

Dermatology

Permits for electrical, plumbing, sprinkler and HVAC have been approved to start work

1014 Sullivan Ave

Inspections are in progress for the new commercial retail building

*Marc Melanson
Chief Building Official*

Human Services Department

Andrea Cofrancesco
Director of Human Services

ADULT & SENIOR SERVICES Andrea Cofrancesco, Director of Human Services

Thanksgiving Basket Program

Staff in Adult and Senior Services assisted 144 families, which included 25 home deliveries, consisting of 286 people with Thanksgiving Baskets which consisted of a turkey and all the fixings, plus a gift card to a local grocery store. The community donates everything needed. We are so fortunate to have such a generous community.



Adopt a Child

Ryan Schieding, Caseworker in Adult and Senior Services, managed the Adopt a Child program this year. He worked tirelessly with donors to provide toys, clothing and gift cards to 135 children in 64 families. This program starts in October and goes through Christmas, with last minute requests accommodated. The community once again came together to provide for their neighbors in need. We could not do it without them!



Stuff a Truck

Thanks to the Police Department, Fire Department, Ambulance Service of Manchester and Birdhouse Coffee, we received 628 toys and \$2515 in monetary donations and gift cards so children in South Windsor can have a great Christmas.



10th Annual Craft & Specialty Show

Our 10th annual Craft Show event, which is a fundraiser for our Community Service Group, had over 800 attendees and made a record amount of money on our bake sale and raffle table! All monies collected is used to give back to local families and organizations. Neighbors helping Neighbors.



Medicare Counseling

The Adult and Senior Services Division of Human Services has Choices counselors who assist people with their Medicare options. During the annual open enrollment for Medicare, a total of 106 people were helped. CHOICES counselors provide free and unbiased insurance information.

Human Services Department

Andrea Cofrancesco
Director of Human Services

NEW! NON-RESIDENT Policy

To be eligible to attend programs at The South Windsor Senior Center, out of town residents are required to become members and pay an annual fee. The annual fee will be \$30 beginning January 1, 2024 and is subject to change with advanced notice. A registration form must be completed. The entire policy can be found in the Senior Center.

Support Groups at the Community Center

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

Depression and Anxiety: Meetings are the **3rd 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 **2nd 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 **2nd 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 860-648-6361 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

Andrea Cofrancesco
Director of Human Services



We are thrilled to welcome Jane Lovett as our new Teen Center Program Coordinator this month! Jane has been working as a paraprofessional at the high school for many years and is well qualified for this position. She has jumped right in with the Teen Center staff, getting to know our teens and beginning to expand the knowledge in the community and schools about what it is that we do down here!

The Teen Center is open 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!

School Outreach & Prevention

The Jump Start Tutoring program started up again during December. More than 30 high school tutors volunteer their time each Wednesday afternoon to come to TEMS to help out middle school students with their homework. The program is a win for both the middle schoolers, who get one on one tutoring, and also for the high school students, who get to give back to the community.

The Students Against Destructive Decisions (SADD) Club once again organized a SADD Makes You Happy Day at SWHS. This day started 10 years ago - on the anniversary of the Sandy Hook Tragedy. The students at the time wanted to support the survivor's mission of

creating meaningful connections at school, so they started this day of kindness. Each December 14th, the club shares positivity with the school community in a variety of thoughtful ways. They give flowers to the cafeteria staff, give goodie bags with personalized notes to all 240 staff at the school, put up positive sticky notes, hand out candy canes at the entrances and give the bus drivers and security treat bags with hand warmers. It is a reminder that even the simplest gestures can make a difference.



Youth Counseling, Parent Education and Support

Counselors remain busy with **62** open and active cases of youth seen for mental health counseling. We continue to receive 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 members 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.

This month, we hosted Patti Clarke, Board Certified Behavior Analyst with South Windsor Schools at one of our clinical supervision meetings. We were able to talk generally about some of our challenging cases and how we can support our clients and families.

We are excited that we will have an MSW student joining us in January until August and that will certainly help with our waitlist. We love having interns!

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*



Youth and Family Services teamed up with the new school Family Engagement Specialist at TEMS to provide a Girls Circle program for 6th graders and then again for 7th graders. We got together for 6 weeks and had fun getting to know each other better, while making meaningful connections. We had discussions and did activities around the following topics - self-esteem, friendships, social media influences, equity and connections. We followed the nationally recognized Girls Circle model, a structured support group that is designed to increase positive connection, personal and collective strengths, and competence in girls.



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



Park & Recreation Commission (PARC)

The Park and Recreation Commission will meet on Wednesday, January 3, at 7:30 pm in the Town Council Chambers.

South Windsor Walk and Wheel Ways (SWW&WW)

We are excited to announce that we received \$1.2 million dollars from the State Bond Commission to fund the construction of phase 1A for the Crosstown trail and we received an additional \$800,000 from the Connecticut Connectivity program for the project. We are working on getting the project out to bid for the spring.

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 practice on Tuesday, December 20. We have been hosting player selections and coaches’ trainings earlier this month to prepare for the successful start to the league.

Men’s Basketball Our men’s league is off to a strong start with games that started earlier this month. This season, we have 150 adults participating in the league.

Creative Cardio Our year-round aerobic fitness program provides a fun full body workout set to energetic music. This month, we had 32 participants in the program.

Kripalu Yoga Our year-round yoga program allows interested 16+ year old’s an opportunity to participate and socialize in a traditional, but challenging physical activity. This month, we had 40 participants attending our yoga program.

ICode We run an afterschool STEM and coding program in conjunction with ICode at the schools. We have 50 youth enrolled this month.

Open Gym Each week we offer a variety of open gym programs including volleyball, basketball, throwball and pickleball. This is a free opportunity for residents to come enjoy the sport.

Food Explorers We had a total of 24 participants throughout two Food Explorer classes. These courses provide an opportunity for youth to learn and gain independence in the kitchen.

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. Our 30 Participants learned countermeasures against aggression, fight prevention and bully management.

Self Defense is Karate Kokondo Karate focuses on self-defense, tradition and a discipline that carries into many aspects of life. Learn to defend yourself safely and with confidence using appropriate response training where good technique works more effectively than brute strength. All classes are co-ed and geared to individual development with emphasis placed on safety and personalized attention. This month we had 12 participants joins this class.

Safe @ Home This is a program designed for students in grades 4-6 to prepare them to be safe when they are home alone. Safe@Home is a 90-minute program that teaches students how to practice safe habits, how to prevent unsafe situations, and what to do when faced with dangers such as power failures or weather emergencies. This class is designed to provide additional peace of mind to parents when leaving their young adolescent children home alone. We had 7 youth participate in the course this month.

Learn to Skate SWPRD has had the opportunity to team up with South Windsor Arena and offer ice skating lessons to youth and interested adults. Learning to skate provides a valuable skillset in balance and coordination. We had 61 participants ranging from 3 years through elementary school enjoy the program this month.

4TH R 4th “R” had plenty of recreation-based fun again this month! We’ve been getting into the festive spirit by enjoying lots of theme days (Winter Wonderland, Grinch Day, and PJ and movie day!) and activities, such as

making our own snow globes, decorating gingerbread houses, creating clay ornaments and decorations, and more! We also enjoyed playing new games in the gym such as head-to-head dodgeball and a new version of the Great Escape!

Monday Night Social Club We had a few fun opportunities this month at MNSC! On December 6, MNSC enjoyed a night out at the Hartford Wolfpack game. We were able to greet the players as they entered into the area for the game at their High Five Tunnel outside of the locker room. A really fun experience for everyone. We had 23 members and friends join us for a great game! On December 18, we had our annual holiday party with a special guest appearance from Santa who arrived in one of our festive fire trucks!



Preschool We had lots of festive, seasonal fun at preschool this month! SWPRD preschoolers and teachers also participated in "PJ Day For the Kids" again this year! This is a state-wide initiative to raise awareness for those children fighting childhood cancer at Connecticut Children's! All week kids and teachers wore their jammies to school in honor of these brave children.

We also collected optional donations from families, 100% of which were donated directly to the Connecticut Children's Hospital - together SWPRD preschool raised \$223!



Grinchmas On Friday, December 1, 225 children and parents attended our 5th annual "Grinchmas" event! Children played Grinch-y games, had fun doing Grinch-y activities and of course they had a chance to meet the Grinch himself and pose for a photo! Every child even left with a special candy cane treat - Grinch-y green, of course! This event was generously sponsored by Dzen Tree Farm!

Skate with Santa SWPRD hosted our annual Skate with Santa event at the South Windsor Arena. Santa along with our Ben E. Fits and Betty mascots went on the ice with approximately 175 guests. This is a free event to the public with a suggested toy donation to the South Windsor Adopt-a-child Program through the Human Services Department; this year we were able to collect over 65 toys. The SW Teen Center played an important part of this year's success.

Snow much Fun We hosted a sensory friendly event for children within special populations on December 9. The group was met with friendly smiles as they first had a

coloring station and snowball making activities. Santa arrived just in time to read *Just a Snowman*, a classic Robert Mercer children's book. During the interactive Storytime the children and Santa had a snowball fight, made snow angels and danced. Once the story concluded Santa took pictures with the children and families and each child was able to create a hot chocolate kit.

Merry and Bright 21 participants entered their festively decorated homes into our annual competition! SWPRD staff drove around to visit all the houses, and awarded three winners across the following categories: "Buddy the Elf" (for the house with the most holiday spirit), "Rudolph's Shiny Nose" (for the brightest house) and "Clark Griswold" (for the over the top festive display!) We also created a map of all entered homes and shared that map with the public via our Facebook page so that all of 06074 could participate in the self-guided tour of the homes for a festive, fun holiday outing! To date, the map has received 263 "likes" and has been shared over 205 times.



Letters to Santa Throughout the month of December, children from South Windsor and surrounding towns dropped off their letters to Santa in his special North Pole mailbox, located right here in Nevers Park! Santa (with the help of his SWPRD elves) made sure to hand-write personalized responses to all 502 children that wrote in! Letters were mailed from the North Pole directly to each resident's home!



Thank you to all the community members who joined our Merry and Bright Holiday Light Contest



Skate with Santa Toy Drive was a success!



MNSC members enjoyed the Wolfpack game!

PARKS DEPARTMENT “Caring for South Windsor’s Growing Needs”

- We finished fall clean up at all of our parks and continued to maintain our open space mowing with our wide area mower this month.
- Buckland Islands and the Town buildings received some holiday decorations! We placed trees at the end of each island with decorations and placed wreaths around Town.
- The crew put up the 35-foot Christmas tree in early December right next to the Letters to Santa mailbox at Nevers Park.
- As fall winds down and winter begins, we started servicing all of the Parks small equipment.
- The crew added a center bar to the Pickleball fence at Rye Street courts to provide more strength for the fence.
- To assist with the Senior Center, we painted pickleball lines in their gym.
- After the contractor finished up at the Splash Pad, the parks crew got right to work at the site and completed some regrading, concrete and fence work.
- We prepped the site and installed the outdoor fitness equipment this month and we will officially open the space in the spring. This project was funded through ARPA and through the generous donations of Max Challenge.

Welcome
Maintainer 1,
Nathan Cyr
to the Parks
Department!



Added a center rail to pickleball for fence strength.



Rob puts some finishing touches on concrete work at the Splash Pad.



The newly installed outdoor fitness space at Nevers Park.



We Just finished Side walk and Stamped concrete around the Spalsh Pad

January 2024 Town Council Meetings and Events

Meetings

Tuesday, January 2, 2024

7:00 pm Town Council Regular Meeting
Council Chambers

Tuesday, January 16, 2024

7:00 pm Town Council Regular Meeting
Council Chambers

Holidays

Monday, January 1, 2024 (Town Offices Closed)
New Year's Day

Monday, January 15, 2024 (Town Offices Closed)
Martin Luther King Jr. Day

Layout by Katherine Senerth, Executive Assistant

