

12-02-10A10:48 RCVD

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12-8-2010 at 10:48a M.
TOWN CLERK'S OFFICE
CROMWELL, CONN.

Jean Culquist, Esq.
TOWN CLERK

**TOWN OF CROMWELL
POLICE COMMISSION
REGULAR MEETING
WEDNESDAY, DECEMBER 8, 2010
7:00 P.M. TOWN HALL ROOM 224/5**

AGENDA

- A. CALL TO ORDER**
- B. APPROVAL OF AGENDA**
- C. CITIZENS COMMENTS**
- D. APPROVAL OF PREVIOUS MINUTES**
 - 1. Regular Meeting, November 10, 2010**
- E. CHIEF SALVATORE'S REPORT**
- F. OLD BUSINESS**
- G. NEW BUSINESS**
 - 1. Approve Police Commission meeting dates for 2011.**
- H. CORRESPONDENCE**
- I. GOOD AND WELFARE**
- J. ADJOURNMENT**

Individuals with disabilities who require accommodations, assistance, or communication aids to participate at this meeting are encouraged to make their needs and preferences known to First Selectman John Flanders or jflanders@cromwellct.com or to the Town ADA Coordinator Therese Strong at 632-3446 or tstrong@cromwellct.com at least 72 hours prior to the scheduled event.

RECEIVED FOR FILING
11/17 2010 at 1:02 P.M.
TOWN CLERK'S OFFICE
CROMWELL, CONN.

Gloria Brendergast, Asst.
TOWN CLERK

**TOWN OF CROMWELL
POLICE COMMISSION
REGULAR MEETING
WEDNESDAY, NOVEMBER 10, 2010
7:00 P.M. TOWN HALL ROOM 224/5**

MINUTES

Present: Chairman R. Newton, First Selectman J. Flanders, A. Varricchio,
A. Waters, A. Spotts, P. Ahlquist

Absent: A. Halibozek

Also Present: Chief of Police A. Salvatore, Public and Press

A. CALL TO ORDER

Chairman Newton called the meeting to order at 7:00 p.m.

B. APPROVAL OF AGENDA

Motion made by A. Waters seconded by A. Varricchio and *unanimously carried* to add resolution from the Police Commission to Sgt. Detective LaMontagne for her achievement of being appointed to Eastern State University Hall of Fame for Softball and approve agenda as amended.

C. CITIZENS COMMENTS

1. M. Johnson, Pleasant Street –Spoke regarding several issues including a caution light at the corner of Main Street and Iron Gate Lane and a stop light at Evergreen & Main Street. Mr. Johnson also explained an issue that occurred at the former State Representative’s headquarters.

D. APPROVAL OF PREVIOUS MINUTES

1. Regular Meeting, October 13, 2010

Motion made by P. Ahlquist seconded by A. Varricchio and *unanimously carried* to approve the minutes.

E. CHIEF SALVATORE’S REPORT

The monthly statistics were distributed for October.

Chief Salvatore reported:

- There was a robbery at the Sunoco Station on Route 372.
- Update regarding Cromwell Hills incident. Four warrants are pending. Unfortunately the gentleman that was struck is unable to identify his assailant. Chief Salvatore met with the President and Property Manager of Phase 3. They now understand the limitations of the police on quasi-public property. They had a productive conversation and agreed to keep the lines of communication open if they have future problems. No complaints were received since the last meeting.

- Senator Drive property investigation is continuing. The Detective expects to have the report completed the next week. When completed it will be sent to the State Attorney's Office.
 - Cider Hill investigation is continuing. The Detective needs to do one more interview the Engineering/Inspection Firm that the town hired and expects the report to be finished within the next few weeks. When completed it will be sent to the First Selectman.
 - The hiring process continues for the Officer. The oral boards are done and they are now doing the backgrounds.
 - Regarding Mr. Johnson's comments. They looked at the areas that Mr. Johnson spoke about a few years ago. There are no warrants for that area and the State will not pay for any further lights in this environment.
- P. Ahlquist questioned the order of the testing process for the new officer. Mr. Ahlquist inquired when the State's Attorney expects to have the Senator Drive report ready for release.

F. OLD BUSINESS

None

G. NEW BUSINESS

1. Resolution to Sgt. Det. Denise LaMontagne for her achievement of being inducted into the Eastern State University Hall of Fame for Softball.
Motion made by A. Spotts seconded by A. Varricchio and *unanimously carried* to introduce a resolution from the Police Commission to Sgt./Det. LaMontagne for her achievement of being inducted into the Eastern Connecticut State University Hall of Fame for the sport of Softball.

H. CORRESPONDENCE

None

I. GOOD AND WELFARE

None

J. ADJOURNMENT

Motion made by A. Waters seconded by A. Varricchio and *unanimously carried* to adjourn the meeting at 7:15 p.m.

Respectfully submitted,



Re Matus
Secretary

**Cromwell Police Department
Incident Analysis**

10/1/10...10/31/10

| Shift | | | Total |
|--------|-----|-----|-------|
| 1st 01 | 2nd | 3rd | |
| 506 | 364 | 174 | 1045 |

| UCR | Nature | 1st | 2nd | 3rd | Total |
|------|-------------------------------|-----|-----|-----|-------|
| 11 | Escort | 5 | 2 | 4 | 11 |
| 120 | Robbery | 1 | 0 | 0 | 1 |
| 13B | Assault, Simple | 0 | 1 | 0 | 1 |
| 13PH | Harrassing Phone Calls | 0 | 3 | 0 | 3 |
| 14 | MV Parking Violation | 4 | 4 | 0 | 8 |
| 16 | MV Violation | 75 | 56 | 34 | 165 |
| 17 | Traffic Assignment | 9 | 4 | 2 | 15 |
| 19 | Assist Motorist | 18 | 8 | 4 | 30 |
| 1911 | 911 Hang Up Call | 9 | 4 | 1 | 14 |
| 19CS | Car Seat Installation | 2 | 2 | 0 | 4 |
| 20 | See Complainant | 13 | 9 | 3 | 25 |
| 20K | K-9 Assist | 0 | 1 | 0 | 1 |
| 20P | FV Protocol / P.A. | 2 | 3 | 0 | 5 |
| 20U | Unfounded Complaint | 8 | 16 | 7 | 31 |
| 21 | Domestic Incident | 3 | 2 | 1 | 6 |
| 22 | Fight/Disturbance | 2 | 0 | 2 | 4 |
| 220 | Burglary | 3 | 5 | 0 | 8 |
| 23A | Larceny-Pick Pocket | 1 | 0 | 0 | 1 |
| 23C | Larceny -Shoplifting | 2 | 1 | 0 | 3 |
| 23D | Larceny - From Building | 1 | 2 | 0 | 3 |
| 23F | Larceny - From MV | 1 | 1 | 2 | 4 |
| 23G | Larceny - MV Parts/Access | 2 | 0 | 0 | 2 |
| 23H | Larceny- Other | 1 | 5 | 0 | 6 |
| 240 | MV Theft | 0 | 0 | 1 | 1 |
| 240R | MV - Recovered | 0 | 1 | 0 | 1 |
| 24R | Runaway | 2 | 0 | 4 | 6 |
| 250 | Counterfeit/Forgery | 1 | 0 | 0 | 1 |
| 26 | Impaired / Intox Person | 0 | 2 | 0 | 2 |
| 26A | False Pretenses/Swindling | 1 | 0 | 0 | 1 |
| 26B | Credit Card/ATM Fraud | 1 | 0 | 0 | 1 |
| 28F | Follow Up | 65 | 38 | 7 | 110 |
| 29 | Suspicious Activity | 23 | 26 | 14 | 63 |
| 290 | Criminal Mischief / Vandalism | 2 | 7 | 1 | 10 |
| 30 | Alarm - All types | 21 | 16 | 20 | 57 |
| 34 | Patient Dispute | 2 | 2 | 0 | 4 |
| 35A | Drug/Narcotic Violation | 0 | 1 | 0 | 1 |
| 35B | Drug Equipment Violation | 0 | 1 | 0 | 1 |
| 42 | Untimely Death | 0 | 1 | 0 | 1 |
| 48 | Medical Emergency | 28 | 28 | 7 | 63 |
| 51 | MV Accident | 24 | 20 | 4 | 48 |
| 63 | Noise Complaint | 2 | 4 | 7 | 13 |

**Cromwell Police Department
Incident Analysis**

10/1/10...10/31/10

| | | | | | |
|-----|-----------------------------|----|----|----|-----|
| 64 | Unwanted Person | 0 | 3 | 0 | 3 |
| 67 | Juvenile Incident | 5 | 1 | 0 | 6 |
| 71 | Property Check | 57 | 22 | 23 | 102 |
| 71W | Well Being Check | 2 | 2 | 2 | 6 |
| 72 | Neighbor Dispute | 2 | 1 | 0 | 3 |
| 73 | Road Cond/TCS Out | 15 | 4 | 2 | 21 |
| 75 | Assist Other Agency | 16 | 6 | 6 | 28 |
| 78 | Property Seized | 2 | 1 | 0 | 3 |
| 81 | Serve Warrant INFO | 4 | 2 | 2 | 8 |
| 82 | Property Lost/Found | 5 | 4 | 0 | 9 |
| 84 | Animal Complaint | 18 | 11 | 1 | 30 |
| 89 | Civil Matter | 4 | 2 | 0 | 6 |
| 90C | Dis Conduct/BOP | 1 | 1 | 0 | 2 |
| 90D | DWI | 1 | 4 | 5 | 10 |
| 90F | Family Offenses, Nonviolent | 0 | 1 | 0 | 1 |
| 90J | Trespassing | 0 | 0 | 1 | 1 |
| 90Z | All Other Offenses | 1 | 5 | 2 | 8 |
| 93 | Record Only Call | 12 | 7 | 1 | 20 |
| A91 | Administrative Matter | 5 | 0 | 2 | 7 |
| A92 | Fingerprinting | 16 | 5 | 0 | 21 |
| Sup | FOLLOW UP OFF SUPP | | | | 1 |
| XX | Test | 6 | 6 | 2 | 14 |

RECEIVED FOR FILING
12-2 2010 at 10:48 a.m.
TOWN CLERK'S OFFICE
CROMWELL, CONN.

TOWN OF CROMWELL
BOARD OF SELECTMEN
REGULAR MEETING
WEDNESDAY DECEMBER 8, 2010
7:10 P.M. TOWN HALL ROOM 224/5

Joan Ahlgren Assst.
TOWN CLERK

AGENDA

- A. CALL TO ORDER
- B. APPROVAL OF AGENDA
- C. CITIZENS COMMENTS
- D. STAFF REPORTS
- E. FINANCIAL
 - 1. Tax Refunds
 - a. Ralph M. & Donna L. Coppola -\$5,034.39
 - b. Joseph A. Fields -\$679.15
 - c. Toyota Motor Credit Corp. -\$252.17
 - d. Honda Lease Trust -\$296.50
 - e. James G. Melaven -\$57.57
 - 2. Budget Reports
- F. UNFINISHED BUSINESS
- G. NEW BUSINESS
 - 1. Approve Educational Assistance request from Officer Ryan Bengston for both the winter and spring Sessions -\$2,000 (\$1,000 each session).
 - 2. Approve Educational Assistance request from Captain Edwin Kosinski for the spring Semester -\$1,000.
 - 3. Approve Board of Selectmen meeting dates for 2011.
 - 4. Discussion and action to approve Park Use Rules and Regulations.
 - 5. Discussion and action regarding an Economic Development Incentive grant to Mellili's for parking lot/site improvements for up to of \$5,000. This grant is being awarded for the continuation of economic development efforts in the lower Main Street area.
 - 6. Authorize First Selectman to sign Personal Service Agreement Grant Contracts for \$200,000 STEAP Grant for Dead Man Swamp and Cromwell Landing Park.
 - b. Approve resolution authorizing First Selectman to enter into the agreements.
- H. APPROVAL OF MINUTES
 - 1. Regular Meeting, November 10, 2010
- I. FIRST SELECTMAN'S COMMENTS
- J. GOOD & WELFARE
- K. COMMISSION REPORTS

L. RESIGNATIONS

1. Planning & Zoning
 - a. Fred Hayward, Alternate
 - b. Linda Duren, Alternate
2. Zoning Board of Appeals
 - a. Christie Carpino

M. APPOINTMENTS

N. ADJOURNMENT

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REQUEST FOR ABATEMENT OR REFUND OF PROPERTY TAXES

Sec. 12-81(20), Sec. 12-124, 12-125, 12-126, 12-127, 12-127a, 12-128, 12-129 Rev. as Amended
This is to certify that COPPOLA RALPH M & DONNA L

- has presented satisfactory proof that -he is entitled to an exemption on the assessment list of 10/01/2009
- ___ Sec. 12-81 (20) Servicemen Having Disability Rating.
- ___ Sec. 12-124 Abatement to poor
- ___ Sec. 12-125 Abatement of Taxes of Corporations.
- ___ Sec. 12-126 Tangible Personal Property Assessed in more than one Municipality.
- ___ Sec. 12-127 Abatement or Refund to Blind Persons.
- ___ Sec. 12-127A Abatement of Taxes on Structures of Historical or Architectural Merit.
- ___ Sec. 12-128 Refund of Taxes Erroneously Collected from Veterans and Relatives.
- ___ Sec. 12-129 Refund of Excess Payments.

COPPOLA RALPH M & DONNA L
2 SOVEREIGN RIDGE
CROMWELL, CT 06416

2009-01-0001039
00189400
2 SOVEREIGN RIDGE



To Sharon A Ramsay Collector of CROMWELL TAX OFFICE State of Connecticut.

hereby apply for abatement or refund* of such part of my tax as shall represent:

The service exemption or
(State reason -- Cross out service exemption if it does not apply)

| Date Paid | Amount Paid | Due Date | Tax | Interest | Lien/Fee | Total |
|------------|-------------|------------|-----------|-----------------|----------|----------------|
| 10/29/2010 | 22,476.15 | 07/01/2010 | 25,278.72 | 0.00 | 0.00 | (5,034.39) *** |
| | | | | Adjusted Refund | | (5,034.39) |

PLEASE READ, SIGN, AND DATE BELOW:

I am entitled to this refund because I made the payments from funds under my control, and no other party will be requesting this refund. I understand that false or deliberately misleading statements subject me to penalties for perjury and/or for obtaining money under false pretenses.

Ralph + Donna Coppola
Print Name

Donna Coppola
Signature of Taxpayer

COLLECTOR'S RECOMMENDATION TO THE GOVERNING BODY

To the Board of Selectmen, Common Council or _____
It is recommended that an abatement or refund* of property taxes in the amount of 5,034.39
be made to the above-named taxpayer in accordance with the provisions of Section (s):

DATED AT CROMWELL TAX OFFICE, CONNECTICUT THIS 29 DAY OF October 2010

Sharon A Ramsay
Sharon A Ramsay

ACTION TAKEN BY GOVERNING BODY

At a regular meeting of the Board of Selectmen or _____ held on the _____ day of _____ 20____
it was voted to abate or refund*
Property Taxes amounting to \$ _____ to _____.

Board of Selectmen, Common Council,

Other Governing Body

Clerk

**Cross out abatement or refund as required.

REQUEST FOR ABATEMENT OR REFUND OF PROPERTY TAXES

Sec. 12-81(20), Sec. 12-124, 12-125, 12-126, 12-127, 12-127a, 12-128, 12-129 Rev. as Amended
This is to certify that FIELDS JOSEPH A

has presented satisfactory proof that -he is entitled to an exemption on the assessment list of 10/01/2009

- ___ Sec. 12-81 (20) Servicemen Having Disability Rating.
- ___ Sec. 12-124 Abatement to poor
- ___ Sec. 12-125 Abatement of Taxes of Corporations.
- ___ Sec. 12-126 Tangible Personal Property Assessed in more than one Municipality.
- ___ Sec. 12-127 Abatement or Refund to Blind Persons.
- ___ Sec. 12-127A Abatement of Taxes on Structures of Historical or Architectural Merit.
- ___ Sec. 12-128 Refund of Taxes Erroneously Collected from Veterans and Relatives.
- ___ Sec. 12-129 Refund of Excess Payments.

FIELDS JOSEPH A
5 NORTHBRIDGE
CROMWELL, CT 06416-2725

2008-03-0054158
50416100
/619WMO/WDDGF81X38F073899



To Sharon A Ramsay Collector of CROMWELL TAX OFFICE State of Connecticut.

hereby apply for abatement or refund* of such part of my tax as shall represent:

The service exemption or
(State reason -- Cross out service exemption if it does not apply)

| Date Paid | Amount Paid | Due Date | Tax | Interest | Lien/Fee | Total |
|------------|-------------|------------|--------|-----------------|----------|--------------|
| 11/18/2010 | 679.15 | 07/01/2009 | 635.43 | 0.00 | 0.00 | (679.15) *** |
| | | | | Adjusted Refund | | (679.15) |

Prior Year Taxes

PLEASE READ, SIGN, AND DATE BELOW:

I am entitled to this refund because I made the payments from funds under my control, and no other party will be requesting this refund. I understand that false or deliberately misleading statements subject me to penalties for perjury and/or for obtaining money under false pretenses.

Print Name

on file
Signature of Taxpayer

COLLECTOR'S RECOMMENDATION TO THE GOVERNING BODY

To the Board of Selectmen, Common Council or _____
It is recommended that an abatement or refund* of property taxes in the amount of 679.15
be made to the above-named taxpayer in accordance with the provisions of Section (s):

DATED AT CROMWELL TAX OFFICE, CONNECTICUT THIS 18 DAY OF November 2010

Sharon A-Ramsay
Sharon A Ramsay

ACTION TAKEN BY GOVERNING BODY

At a regular meeting of the Board of Selectmen or _____ held on the _____ day of _____ 20____
it was voted to abate or refund*
Property Taxes amounting to \$ _____ to _____.

Board of Selectmen, Common Council,

Other Governing Body

Clerk

**Cross out abatement or refund as required.

REQUEST FOR ABATEMENT OR REFUND OF PROPERTY TAXES

Sec. 12-81(20), Sec. 12-124, 12-125, 12-126, 12-127, 12-127a, 12-128, 12-129 Rev. as Amended
This is to certify that TOYOTA MOTOR CREDIT CORP

has presented satisfactory proof that -he is entitled to an exemption on the assessment list of 10/01/2009

- ___ Sec. 12-81 (20) Servicemen Having Disability Rating.
- ___ Sec. 12-124 Abatement to poor
- ___ Sec. 12-125 Abatement of Taxes of Corporations.
- ___ Sec. 12-126 Tangible Personal Property Assessed in more than one Municipality.
- ___ Sec. 12-127 Abatement or Refund to Blind Persons.
- ___ Sec. 12-127A Abatement of Taxes on Structures of Historical or Architectural Merit.
- ___ Sec. 12-128 Refund of Taxes Erroneously Collected from Veterans and Relatives.
- ___ Sec. 12-129 Refund of Excess Payments.

TOYOTA MOTOR CREDIT CORP
BOX 105386
ATLANTA, GA 30348

2009-03-0062390
51239800
/598UKS/JTHCK262162004386



To Sharon A Ramsay Collector of CROMWELL TAX OFFICE State of Connecticut.

hereby apply for abatement or refund* of such part of my tax as shall represent:

The service exemption or
(State reason -- Cross out service exemption if it does not apply)

| Date Paid | Amount Paid | Due Date | Tax | Interest | Lien/Fee | Total |
|------------|-------------|------------|--------|----------|-----------------|--------------|
| 11/18/2010 | 504.35 | 07/01/2010 | 472.65 | 0.00 | 0.00 | (252.17) *** |
| | | | | | Adjusted Refund | (252.17) |

Current Yr.

PLEASE READ, SIGN, AND DATE BELOW:

I am entitled to this refund because I made the payments from funds under my control, and no other party will be requesting this refund. I understand that false or deliberately misleading statements subject me to penalties for perjury and/or for obtaining money under false pretenses.

Print Name

on file
Signature of Taxpayer

COLLECTOR'S RECOMMENDATION TO THE GOVERNING BODY

To the Board of Selectmen, Common Council or _____
It is recommended that an abatement or refund* of property taxes in the amount of 252.17
be made to the above-named taxpayer in accordance with the provisions of Section (s):

DATED AT CROMWELL TAX OFFICE, CONNECTICUT THIS 18 DAY OF November 2010

Sharon A-Ramsay
Sharon A Ramsay

ACTION TAKEN BY GOVERNING BODY

At a regular meeting of the Board of Selectmen or _____ held on the _____ day of _____ 20____
it was voted to abate or refund*
Property Taxes amounting to \$ _____ to _____.

Board of Selectmen, Common Council,

Other Governing Body

Clerk

**Cross out abatement or refund as required.

REQUEST FOR ABATEMENT OR REFUND OF PROPERTY TAXES

Sec. 12-81(20), Sec. 12-124, 12-125, 12-126, 12-127, 12-127a, 12-128, 12-129 Rev. as Amended
This is to certify that HONDA LEASE TRUST

- has presented satisfactory proof that -he is entitled to an exemption on the assessment list of 10/01/2009
- ___ Sec. 12-81 (20) Servicemen Having Disability Rating.
- ___ Sec. 12-124 Abatement to poor
- ___ Sec. 12-125 Abatement of Taxes of Corporations.
- ___ Sec. 12-126 Tangible Personal Property Assessed in more than one Municipality.
- ___ Sec. 12-127 Abatement or Refund to Blind Persons.
- ___ Sec. 12-127A Abatement of Taxes on Structures of Historical or Architectural Merit.
- ___ Sec. 12-128 Refund of Taxes Erroneously Collected from Veterans and Relatives.
- ___ Sec. 12-129 Refund of Excess Payments.

HONDA LEASE TRUST
600 KELLY WAY
HOLYOKE, MA 01040-9681

2009-03-0055739
50574400
/260UKR/JH4DC53026S013121



To Sharon A Ramsay Collector of CROMWELL TAX OFFICE State of Connecticut.

hereby apply for abatement or refund* of such part of my tax as shall represent:

The service exemption or
(State reason -- Cross out service exemption if it does not apply)

| Date Paid | Amount Paid | Due Date | Tax | Interest | Lien/Fee | Total |
|------------|-------------|------------|--------|-----------------|----------|--------------|
| 11/18/2010 | 323.34 | 07/01/2010 | 303.02 | 0.00 | 0.00 | (296.50) *** |
| | | | | Adjusted Refund | | (296.50) |

Current Yr.

PLEASE READ, SIGN, AND DATE BELOW:

I am entitled to this refund because I made the payments from funds under my control, and no other party will be requesting this refund. I understand that false or deliberately misleading statements subject me to penalties for perjury and/or for obtaining money under false pretenses.

Print Name

on file
Signature of Taxpayer

COLLECTOR'S RECOMMENDATION TO THE GOVERNING BODY

To the Board of Selectmen, Common Council or _____
It is recommended that an abatement or refund* of property taxes in the amount of 296.50
be made to the above-named taxpayer in accordance with the provisions of Section (s):

DATED AT CROMWELL TAX OFFICE, CONNECTICUT THIS 18 DAY OF November 2010

Sharon A-Ramsay
Sharon A Ramsay

ACTION TAKEN BY GOVERNING BODY

At a regular meeting of the Board of Selectmen or _____ held on the _____ day of _____ 20____
it was voted to abate or refund*
Property Taxes amounting to \$ _____ to _____.

Board of Selectmen, Common Council,

Other Governing Body

Clerk

**Cross out abatement or refund as required.

REQUEST FOR ABATEMENT OR REFUND OF PROPERTY TAXES

Sec. 12-81(20), Sec. 12-124, 12-125, 12-126, 12-127, 12-127a, 12-128, 12-129 Rev. as Amended
This is to certify that MELAVEN JAMES G

- has presented satisfactory proof that -he is entitled to an exemption on the assessment list of 10/01/2009
- ___ Sec. 12-81 (20) Servicemen Having Disability Rating.
- ___ Sec. 12-124 Abatement to poor
- ___ Sec. 12-125 Abatement of Taxes of Corporations.
- ___ Sec. 12-126 Tangible Personal Property Assessed in more than one Municipality.
- ___ Sec. 12-127 Abatement or Refund to Blind Persons.
- ___ Sec. 12-127A Abatement of Taxes on Structures of Historical or Architectural Merit.
- ___ Sec. 12-128 Refund of Taxes Erroneously Collected from Veterans and Relatives.
- ___ Sec. 12-129 Refund of Excess Payments.

MELAVEN JAMES G
81 GEER ST
CROMWELL, CT 06416-1326

2009-03-0058085
50809100
/753XBZ/WBAHD1314K2174143



To Sharon A Ramsay Collector of CROMWELL TAX OFFICE State of Connecticut.

hereby apply for abatement or refund* of such part of my tax as shall represent:

The service exemption or
(State reason -- Cross out service exemption if it does not apply)

| Date Paid | Amount Paid | Due Date | Tax | Interest | Lien/Fee | Total |
|------------|-------------|------------|-------|-----------------|----------|-------------|
| 11/18/2010 | 57.57 | 07/01/2010 | 53.95 | 0.00 | 0.00 | (57.57) *** |
| | | | | Adjusted Refund | | (57.57) |

Current Yr.

PLEASE READ, SIGN, AND DATE BELOW:

I am entitled to this refund because I made the payments from funds under my control, and no other party will be requesting this refund. I understand that false or deliberately misleading statements subject me to penalties for perjury and/or for obtaining money under false pretenses.

Print Name

on file
Signature of taxpayer

COLLECTOR'S RECOMMENDATION TO THE GOVERNING BODY

To the Board of Selectmen, Common Council or _____
It is recommended that an abatement or refund* of property taxes in the amount of 57.57
be made to the above-named taxpayer in accordance with the provisions of Section (s):

DATED AT CROMWELL TAX OFFICE, CONNECTICUT THIS 18 DAY OF November 2010

Sharon A. Ramsay
Sharon A Ramsay

ACTION TAKEN BY GOVERNING BODY

At a regular meeting of the Board of Selectmen or _____ held on the _____ day of _____ 20____
it was voted to abate or refund*
Property Taxes amounting to \$ _____ to _____.

Board of Selectmen, Common Council,

Other Governing Body

Clerk

**Cross out abatement or refund as required.

FOR 2011 05

| | ORIGINAL APPROP | TRANSFRS/ADJUSTMTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|-----|-----------------------------|--------------------|----------------|--------------|--------------|------------------|----------|
| 001 | FIRST SELECTMAN'S OFFICE | 0 | 255,521 | 98,713.98 | 707.40 | 156,099.62 | 38.9% |
| 002 | TOWN CLERK'S OFFICE | 0 | 205,537 | 73,103.00 | 13,044.47 | 119,389.53 | 41.9% |
| 003 | REGISTRAR OF VOTERS | 0 | 58,426 | 30,729.64 | 232.89 | 27,463.47 | 53.0% |
| 004 | PLANNING COMMISSION | 0 | 2,140 | 727.89 | .00 | 1,412.11 | 34.0% |
| 005 | ECONOMIC DEVELOPMENT | 0 | 40,200 | 938.36 | 140.00 | 39,121.64 | 2.7% |
| 006 | BOARD OF FINANCE | 0 | 29,080 | 21,845.63 | 5,700.00 | 1,534.37 | 94.7% |
| 007 | CAPITAL EXPENDITURE COMM | 0 | 90 | .00 | .00 | 90.00 | .0% |
| 008 | CHARTER REVISION COMM | 0 | 571 | 300.00 | .00 | 271.00 | 52.5% |
| 009 | BOARD OF ASSESSMENT APPEALS | 0 | 1,300 | 156.19 | .00 | 1,143.81 | 12.0% |
| 010 | ZONING BOARD OF APPEALS | 0 | 1,100 | 238.78 | .00 | 861.22 | 21.7% |
| 011 | INLAND WETLANDS | 0 | 1,685 | 527.38 | .00 | 1,157.62 | 31.3% |
| 012 | COMM. FOR DISABLED PEOPLE | 0 | 525 | .00 | .00 | 525.00 | .0% |
| 013 | DONATIONS AND DUES | 0 | 37,863 | 31,850.58 | .00 | 6,012.42 | 84.1% |
| 014 | BOARD OF SELECTMEN | 0 | 9,384 | 2,891.25 | .00 | 6,492.75 | 30.8% |
| 015 | LEGAL EXPENSE | 0 | 166,636 | 29,719.77 | 128,664.83 | 8,251.40 | 95.0% |
| 016 | CENTRAL SERVICES | 0 | 97,700 | 42,053.45 | 44,958.16 | 10,688.39 | 89.1% |
| 017 | INSURANCE EXPENSE | 0 | 436,158 | 250,656.76 | 160,612.32 | 24,888.92 | 94.3% |
| 018 | GENERAL EXPENSE | 377,000 | 86,650 | 418,970.00 | 23,101.00 | 21,579.00 | 95.3% |
| 019 | DEVELOPER/PLANNER | 0 | 85,288 | 34,157.34 | .00 | 51,130.66 | 40.0% |
| 020 | FINANCE DEPARTMENT | 0 | 323,719 | 130,395.43 | 1,511.82 | 191,811.75 | 40.7% |
| 021 | TAX COLLECTOR | 0 | 177,652 | 72,598.73 | 3,085.88 | 101,967.39 | 42.6% |
| 022 | ASSESSOR'S OFFICE | 0 | 186,628 | 73,316.17 | 13,923.31 | 99,388.52 | 46.7% |
| 023 | TREASURER'S OFFICE | 0 | 300 | 104.17 | .00 | 195.83 | 34.7% |
| 030 | PUBLIC WORKS ADMIN. | 0 | 174,806 | 61,130.42 | 15,519.63 | 98,155.95 | 43.8% |
| 031 | ENGINEERING | 0 | 335,698 | 116,580.07 | 11,990.23 | 207,127.70 | 38.3% |
| 032 | SOLID WASTE REMOVAL | 0 | 687,860 | 224,219.73 | 378,801.94 | 84,838.33 | 87.7% |
| 033 | BUILDING INSPECTION | 0 | 153,066 | 60,226.69 | 448.28 | 92,391.03 | 39.6% |
| 034 | HIGHWAY DEPT. | 0 | 1,148,772 | 421,149.48 | 202,791.69 | 524,830.83 | 54.3% |
| 035 | BUILDING MAINTENANCE | 0 | 504,663 | 240,996.30 | 20,805.93 | 242,860.77 | 51.9% |
| 036 | PARKS & GROUNDS | 0 | 278,094 | 114,800.96 | 6,324.97 | 156,968.07 | 43.6% |
| 037 | PUBLIC WORKS-OTHER | 0 | 438,125 | 146,714.71 | 286,786.71 | 4,623.58 | 98.9% |
| 038 | VEHICLE MAINTENANCE | 0 | 267,427 | 98,939.08 | 52,468.37 | 116,019.55 | 56.6% |
| 040 | POLICE DEPARTMENT | 0 | 2,721,469 | 1,066,487.02 | 20,596.65 | 1,637,846.33 | 39.9% |
| 041 | EMERGENCY MANAGEMENT | 0 | 9,700 | 3,007.87 | .00 | 6,692.13 | 31.0% |
| 042 | ANIMAL CONTROL | 0 | 80,441 | 25,746.20 | .00 | 54,694.80 | 32.0% |
| 050 | HEALTH DEPARTMENT | 0 | 149,255 | 52,416.53 | 29,750.72 | 67,087.75 | 55.1% |
| 051 | HUMAN SERVICES | 0 | 95,975 | 36,071.06 | 7,762.71 | 57,141.23 | 40.5% |
| 053 | SENIOR SERVICES | 0 | 77,648 | 28,725.28 | 4,480.17 | 41,694.55 | 46.0% |
| 054 | YOUTH SERVICES | 0 | 101,392 | 36,100.77 | 4,480.77 | 60,810.47 | 40.3% |
| 055 | TRANSPORTATION SERVICES | 0 | 95,464 | 34,659.50 | 2,227.42 | 58,577.08 | 38.6% |
| 060 | RECREATION DEPARTMENT | 0 | 366,188 | 163,126.18 | 3,220.14 | 199,841.68 | 45.4% |
| 061 | LIBRARY | 0 | 525,309 | 220,177.82 | 35,151.16 | 269,980.02 | 48.6% |
| 070 | BONDED DEBT | 0 | 4,135,977 | 111,671.25 | .00 | 4,024,305.75 | 2.7% |
| 080 | EMPLOYEE BENEFITS | -3,461 | 2,829,246 | 993,261.31 | 1,129,390.02 | 706,594.67 | 75.0% |

FOR 2011 05

| | ORIGINAL APPROP | TRANSFRS/ ADJUSTMNTS | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|-----------------------------|--------------------|-------------------------|-------------------|---------------|--------------|---------------------|-------------|
| 090 BOARD OF EDUCATION | | | | | | | |
| 090 BOARD OF EDUCATION | 24,834,587 | 0 | 24,834,587 | 6,724,359.59 | .00 | 18,110,227.41 | 27.1% |
| 119 DEVELOPMENT COMPLIANCE | 69,048 | 0 | 69,048 | 27,342.21 | 303.20 | 41,402.59 | 40.0% |
| 120 CONSERVATION COMMISSION | 1,250 | 0 | 1,250 | 350.00 | .00 | 900.00 | 28.0% |
| GRAND TOTAL | 42,289,074 | 377,000 | 42,666,074 | 12,324,254.53 | 2,604,730.78 | 27,737,088.69 | 35.0% |

** END OF REPORT - Generated by marianne sylvester **

REVENUES

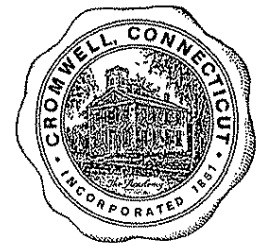
FOR 2011 05

| | ORIGINAL ESTIM REV | ESTIM REV ADJUSTM | REVISED EST REV | ACTUAL YTD REVENUE | REMAINING REVENUE | PCT COLL |
|---------------------------|-----------------------|----------------------|--------------------|-----------------------|----------------------|-------------|
| 002 TOWN CLERK'S OFFICE | -290,200 | 0 | -290,200 | -117,059.54 | -173,140.46 | 40.3% |
| 021 TAX COLLECTOR | -36,847,919 | 0 | -36,847,919 | -20,256,441.10 | -16,591,477.90 | 55.0% |
| 022 ASSESSOR'S OFFICE | -2,000 | 0 | -2,000 | -230.50 | -1,769.50 | 11.5% |
| 030 PUBLIC WORKS ADMIN. | -15,300 | 0 | -15,300 | -9,879.87 | -5,420.13 | 64.6% |
| 033 BUILDING INSPECTION | -200,050 | 0 | -200,050 | -72,081.17 | -127,968.83 | 36.0% |
| 040 POLICE DEPARTMENT | -74,900 | 0 | -74,900 | -55,869.48 | -19,030.52 | 74.6% |
| 042 ANIMAL CONTROL | -1,000 | 0 | -1,000 | -75.00 | -925.00 | 7.5% |
| 050 HEALTH DEPARTMENT | -18,560 | 0 | -18,560 | -2,685.00 | -15,875.00 | 16.7% |
| 053 SENIOR SERVICES | -3,900 | 0 | -3,900 | -650.00 | -3,250.00 | 14.5% |
| 054 YOUTH SERVICES | -1,000 | 0 | -1,000 | -645.00 | -355.00 | 64.5% |
| 060 RECREATION DEPARTMENT | -92,265 | 0 | -92,265 | -86,728.00 | -5,537.00 | 94.0% |
| 061 LIBRARY | -11,000 | 0 | -11,000 | -5,022.32 | -5,977.68 | 45.7% |
| 206 BOARDS & COMMISSIONS | -4,090 | 0 | -4,090 | -8,270.03 | 4,180.03 | 202.2% |
| 207 STATE OF CONNECTICUT | -4,242,556 | 0 | -4,242,556 | -1,112,225.78 | -3,130,330.22 | 26.2% |
| 208 MISCELLANEOUS SOURCES | -258,223 | 0 | -258,223 | -49,800.96 | -208,422.04 | 19.3% |
| 999 FUND BALANCE | -226,111 | 0 | -226,111 | -49,800.96 | -226,111.00 | .0% |
| GRAND TOTAL | -42,289,074 | 0 | -42,289,074 | -21,777,663.75 | -20,511,410.25 | 51.5% |

** END OF REPORT - Generated by marianne sylvester **



CROMWELL
POLICE DEPARTMENT
5 WEST STREET
CROMWELL, CT 06416



ANTHONY J. SALVATORE, SR.
CHIEF OF POLICE

PHONE: (860) 635-2256
FAX: (860) 635-8248

TO: John Flanders
First Selectman

FROM: Chief Anthony J. Salvatore

SUBJECT: Educational Assistance

DATE: November 4, 2010

I have been advised by Officer Ryan Bengtson that he will be furthering his education at Central Connecticut State University enrolling in both the Winter Session/Semester 2010, as well as the Spring Semester, 2011.

He will be working towards completing his degree in Criminology.

Upon successful completion of his courses he will be forwarding his grades and seeking \$1,000.00 reimbursement for each semester/session, as per the collective bargaining agreement.

I have approved of this request, and am requesting that this be placed on the December 8, 2010, meeting Agenda of the Board of Selectmen for their approval.

AJS/md

cc: Officer Ryan Bengtson

Marianne Sylvester
Director of Finance

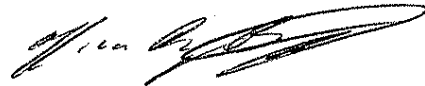
TO: Chief Salvatore
FROM: Officer Bengtson
RE: College Courses
DATE: 11/04/10

Chief Salvatore,

As described in the collective bargaining agreement between the Town of Cromwell and the IBPO Local 357, I am requesting approval to enroll in, and register for, a college course at Central Connecticut State University during the winter session/semester, held during December and January 2010. I will be working towards completing my bachelor's degree in Criminology.

If approved, I would be seeking reimbursement as described in the collective bargaining agreement for the maximum allowed \$1,000 per semester, with the understanding that I must attain a grade of "C" or better. I appreciate your attention to this matter.

Sincerely,
Ryan Bengtson



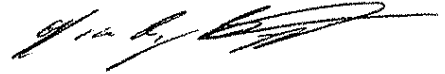
TO: Chief Salvatore
FROM: Officer Bengtson
RE: College Courses
DATE: 11/04/10

Chief Salvatore,

As described in the collective bargaining agreement between the Town of Cromwell and the IBPO Local 357, I am requesting approval to enroll in, and register for, college courses at Central Connecticut State University in the spring semester, 2011. I will be working towards completing my bachelor's degree in Criminology.

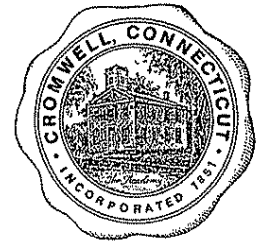
If approved, I would be seeking reimbursement as described in the collective bargaining agreement for the maximum allowed \$1,000 per semester, with the understanding that I must attain a grade of "C" or better. I appreciate your attention to this matter.

Sincerely,
Ryan Bengtson





**CROMWELL
POLICE DEPARTMENT**
5 WEST STREET
CROMWELL, CT 06416



ANTHONY J. SALVATORE, SR.
CHIEF OF POLICE

PHONE: (860) 635-2256
FAX: (860) 635-8248

TO: John Flanders
First Selectman

FROM: Chief Anthony J. Salvatore

SUBJECT: Educational Assistance

DATE: November 19, 2010

I have been advised by Captain Edwin Kosinski that he will be furthering his education at Western New England College during the Spring semester.

He has registered for one class of which will be his final class and he will graduate in May, 2011.

Upon successful completion, he will be forwarding his grades and seeking \$1,000.00 reimbursement.

I have approved of this request, and am requesting that this be placed on the December 8, 2010, meeting Agenda of the Board of Selectmen for their approval.

AJS/md

cc: Captain Edwin Kosinski

Marianne Sylvester
Director of Finance

Memo

TO: Chief Salvatore
FROM: Captain Edwin L. Kosinski Jr. *ELK*
SUBJECT: Tuition Reimbursement
DATE: November 19, 2010

I will be continuing my education at Western New England College. I have enrolled for the spring semester. The cost of the class is \$1500.00. Upon successful completion of the class I will be looking for reimbursement of \$1000.00. This is my final class and will be graduating in May.

November 30, 2010

MEMO

TO: Members of the Board of Selectmen
FROM: Cromwell Recreation Commission
RE: Updated Rules and Regulations

The Cromwell Recreation Commission has been working on new rules and regulations for park and facility use and for new application forms for both small and large group use of town parks and facilities within the parks. Director Schein is presenting them to you for your approval. We hope to have all these forms and rule sheets in place this winter prior to the start of the 2011 reservation season. She is here to answer any questions you might have.

Enclosed you will find the new rules and regulation and application forms.

Thank you in advance for your consideration of these papers.

CROMWELL RECREATION DEPARTMENT
PARK USE RULES AND REGULATIONS

- 1) Use of any facilities in the parks are at your own risk. The Town of Cromwell, Cromwell Recreation and Parks Departments and their agents are not responsible for lost or stolen property, personal injury or property damage.
- 2) No person shall cut, move, remove, write upon, deface, or otherwise injure any structure, building, or shrub in any park. Any person violating this rule will be held monetarily responsible.
- 3) Persons using the park will leave it in the same or cleaner condition than when they arrived. All trash shall be placed in the barrels or sealed trash bags, placed next to the barrels when leaving. No cans or bottles will be left on the ground. If recycling barrels are available, these will be used in the correct manner. If this rule is not abided by, the contact person may be asked to return the next day to clean the area and/or denied access to facilities in the future.
- 4) No alcohol (or beer) is allowed in the parks. To obtain an exemption from this town ordinance, a user must obtain a use permit from the Recreation Department and then apply to the Police Department for the exemption permit. Upon authorization of this, alcohol (or beer) may only be consumed in the location approved. No one in the group may walk around other areas with alcohol. Intoxicated persons are prohibited from the park areas.
- 5) It is prohibited to:
 - a. Carry or discharge firearms or fireworks in the parks
 - b. Hit golf balls
 - c. Drive a motorized vehicle (cars, motorcycles, ATV, mini-bikes) on grass areas the only exception is transportation for disabled residents
 - d. Play loud or inappropriate music in the parks
 - e. Be intoxicated in the parks
 - f. Use facilities in ways not intended
 - g. Not abide by any town ordinance or state law
 - h. Not abide by all rules and regulations listed
- 6) On Nov 17, 1994, Town Ordinance Chapter 82 was revised with Section 82-1 and 82-2 making it illegal to have dogs unleashed on public grounds (this includes all parks, greens and ball fields) and owners must clean up after the animal. For the complete ordinance call the Police Department.
- 7) Drive at posted speed limits—not to exceed 15MPH and observe all stop signs
- 8) Group use of picnic areas, ball fields or other facilities located within town parks requires a permit from the Recreation Department office. Group means family, friends of more than 10 people. Taxpayers or residents of the Town of Cromwell may request a park use date up to one year in advance of that date. Reservations for park use by others will not be accepted until after March 1 for that calendar year. Reservations for facilities are not available until after town sanctioned league schedules are obtained and approved by the Recreation Department office. Reservations are taken on a first come first serve basis based on the above information. Reservations not confirmed in writing with the application form two

weeks prior to the event are lost and that date/facility becomes available to other persons. Permit holders have priority over any other users of facilities.

- 9) User Fees for Park Picnic/ Other Facilities Areas:
 - a. \$50 for out of town non profit groups and/or families
 - b. \$100 for out of town profit making organizations.
 - c. \$150 for out of town large group non profit groups and/or families
 - d. \$300 for out of town large group profit making organizations

These funds will go into the Picnic Funds, which is used for improvements of the picnic areas in the parks.

- 10) Groups who wish to set up tables and/or booths for the purpose of fund raising for their particular cause will not be allowed to run in conjunction with a Recreation Department sponsored event. A reservation for a picnic area to do a fund raiser may be requested. The fund raising event must be approved by the Recreation Department office and be a recognized charity or group.
- 11) Parks will be open at the posted hours—no one shall be in the parks before or after these hours. If not posted, parks open at sunrise and close at sunset. All lights, except security lighting shall be off no later than 10:00PM.
- 12) No person shall conduct or participate in any activity that infringes on the rights of others or the functions of normal activities and approved activities of the Recreation and Parks Departments.
- 13) The Cromwell Police Department shall take notice of all rules and regulations.

APPLICATION FOR PARK USE (Groups 150 or less)

Name of Family, Group or Organization _____

Contact Person _____

Address (include city and zip code) _____

Telephone: Day _____ Evening _____

Check One-- Watrous _____ Pierson _____ Cromwell Landings _____ Riverfront Park _____
Facility to use: _____

Date _____ Number of People Expected _____

Time of Arrival (include set up) _____ Time of Departure _____

Will Alcohol Be at the Event? Yes _____ No _____
(If yes please see attached rules and regulations)

Are you bringing in special items to event (i.e. a band, a large inflatable, a tent) No _____
If Yes, please list item _____

FOR ORGANIZATIONS:

Applicants will be responsible for holding the Town of Cromwell harmless from liability claim arising from the use of any area. Any applicant not affiliated with the municipal function shall provide an Insurance Certificate in the amount of \$1,000,000 and name the Town of Cromwell as additionally insured. Certificate needed for your group Yes _____ No _____

User Fees: See attached rules for this regulation. If marked yes, it must be submitted with this application
Yes _____ No _____

I have read and understand and will abide by the rules and regulations set forth by the Cromwell Recreation Commission and the Town of Cromwell and have made my group aware of these rules. We release the town and its agents from liability. Everyone understands there is a risk involved and has a doctors permission to participate in the picnic and activity done at it.

Signature of Contact Person

Date

If you decide not to use the date, please call the Recreation Department at 860-632-3467 as soon as possible. **This form must be received by the office at least two weeks prior to the event date.**

Official Use: Permit # Issued _____ date _____
User Fee and Insurance Certificate Received _____

Return To: Cromwell Recreation Department 41 West Street Cromwell Ct 06416

**APPLICATION FOR LARGE GROUP (OVER 150 PEOPLE) USE OF PARKS
GROUP MUST BE AN APPROVED ORGANIZATION**

PLEASE PRINT

NAME OF ORGANIZATION _____

TYPE OF EVENT _____

CONTACT PERSON'S NAME _____

CONTACT PERSON'S ADDRESS _____

TELEPHONE NUMBERS: DAY _____ NIGHT _____

PARK TO USE: (CHECK ONE) WATROUS _____ PIERSON _____ RIVERPORT _____

FACILITY TO USE (CHECK AREA) PICNIC _____ BALLFIELD _____ SKATEBOARD _____ OTHER _____
IF OTHER PLEASE NOTE WHAT _____

DATE OF EVENT _____

ARRIVAL TIME (INCLUDE SET UP) _____ DEPARTURE TIME _____

NUMBER OF PEOPLE EXPECTED _____

WILL ALCOHOL BE AT EVENT? (CHECK ONE) YES _____ NO _____

NAMES OF OTHERS ON THE EVENT COMMITTEE _____

CHECK LIST OF ITEMS NEEDED TO BE COMPLETED BEFORE APPROVAL CAN BE GIVEN:
(WILL NEED TO SEE CONTRACTS TO VERIFY)

| | |
|---------------------------------|---------------|
| POLICE APPROVAL _____ | DEPT OK _____ |
| PORT A LETS _____ | _____ |
| GARBAGE CONTAINER _____ | _____ |
| INSURANCE CERT. _____ | _____ |
| TENTS (W/BARRELS TO HOLD) _____ | _____ |
| FEE FOR USE _____ | _____ |

TIMETABLE FOR EVENT AND COMPLETING THE CHECK LIST:

NOTIFY DEPT AT LEAST 2 MONTHS PRIOR TO EVENT FOR PRE-APPROVAL AND
TO REVIEW ALL POLICIES, GET APPLICATION, START PROCESS FOR APPROVAL
MEET WITH STAFF TO REVIEW PROGRESS AS NEEDED

CHECK LIST COMPLETED AT LEAST 1 MONTH PRIOR TO EVENT

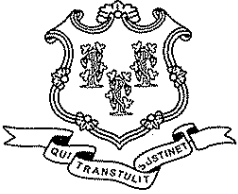
AGREE TO PAY FOR ANY CLEAN UP THE TOWN HAS TO DO AFTER EVENT IF NOT
COVERED BY USER FEE. AGREE TO PAY FOR ANY DAMAGE DONE TO TOWN PROPERTY.

READ ALL OTHER RULES AND REGULATIONS OF THE RECREATION DEPARTMENT AND
AGREE TO ABIDE BY THEM.

SIGNATURE OF CONTACT PERSON _____

PRINTED NAME OF CONTACT PERSON _____

DATE INITIATED BY CONTACT PERSON _____



STATE OF CONNECTICUT
DEPARTMENT OF ENVIRONMENTAL PROTECTION



November 24, 2010

The Honorable John M. Flanders
First Selectman, Town of Cromwell
Town Hall
41 West Street
Cromwell, Connecticut 06416

RE: Dead Man Swamp & Cromwell Land Park Revitalization STEAP 2011-19

Dear Mr. Flanders,

At a meeting of the Connecticut Bond Commission, the above referenced project received approval under the Small Town Economic Assistance Program (STEAP) authority. The amount of this grant is \$200,000.00. In order for the Town of Cromwell to access the grant funds awarded, the enclosed Personal Services Agreement needs to be executed.

Please follow and include all requested documentation as described below.

- ✓ The CEO must **sign and date** two copies of the Personal Services Agreement.
- ✓ A municipal resolution (one for each), with the municipal seal, authorizing the Chief Executive Officer to enter into the agreement needs to be attached to each agreement. The Town/City Clerk must certify this resolution, it must have, **clerks' signature, current date and municipal seal**. The format enclosed incorporates a Certificate of Incumbency, which is also needed.
- ✓ The enclosed Contract Compliance Assurance forms must be completed. The Town/City, as contractor, must fill out or be on the Contract Compliance Vendor's list in order to for the State of Connecticut to process the agreement and reimbursement.

Please return all required documents to: Dave Stygar; Department of Environmental Protection; Office of the Commissioner, Constituent Affairs/Land Management; 79 Elm Street; Hartford, CT 06106-5127

We will make payment of the funds for this project upon approval of the enclosed agreement and submittal of appropriate billing documentation. Upon approval, a copy of the agreement will be forwarded to the Town for filing along with a reimbursement package. The reimbursement package will explain the procedures for billing/reimbursement. Funds will be deposited into a Reich & Tang account, which is an independent accounting firm administering state tax-free bonds. The Town must set up an account with this firm. The Town, in a time saving effort may set up the account before the receipt of an approved agreement, if it doesn't already have such an account. Reich & Tang will require a ten-digit number to set up the account. **The number for the Town of Cromwell is 3100-15-0033.** Should Reich & Tang not contact the Town, feel free to call them at 1-800-221-3079.

Should you have any questions, please feel free to contact me at (860) 424-3081.

Sincerely,

David D. Stygar
Environmental Analyst
Program Coordinator

DDS:dds
Enclosures

(Printed on Recycled Paper)
79 Elm Street • Hartford, CT 06106-5127
www.ct.gov/dep
An Equal Opportunity Employer

SUGGESTED FORMAT (ON LETTER HEAD)

MUNICIPAL LETTERHEAD
RESOLUTION OF MUNICIPAL LEGISLATIVE BODY

I, **NAME**, do hereby certify that I am the **CLERK** of the **MUNICIPALITIES' NAME**, a municipal corporation organized and existing under the laws of the State of Connecticut having its principal place of business at **ADDRESS**, that I am the keeper of the corporate records and seal. That the following is a true and correct copy of resolutions duly adopted and ratified by the **NAME OF MUNICIPAL LEGISLATIVE BODY**, on **DATE** in accordance with the constituent charter of the **MUNICIPALITIES' NAME**; and that the same has not in any way been modified, repealed or rescinded, but is in full force and effect.

RESOLVED, that **NAME**, (**CEO**) of **MUNICIPALITY** be and hereby is authorized to execute on behalf of this municipal corporation an (**GRANT AGREEMENT** or **PERSONAL SERVICES AGREEMENT**) with the State of Connecticut for financial assistance to (**PROJECT SCOPE AS WRITTEN** (example "complete improvement to Veterans Park")(CSAP 2010-##, STEAP 2010-##, CUAP 2010-##....).

IN ADDITION, that **NAME**, (**CEO**) is hereby authorized to enter into such agreements, contracts and execute all documents necessary to said grant with the State of Connecticut.

IT IS FURTHER CERTIFIED that **NAME** (**CEO**) was **ELECTED OR APPOINTED**, **TITLE**. His/Her term of office began on **DATE** and will continue until **DATE**. As the **TITLE**, **NAME** serves as the Chief Executive Officer for **MUNICIPALITIES' NAME** and on (**DATE** **CEO SIGNED THE AGREEMENT**) had both the authority and the office to sign on behalf of the (**MUNICIPALITY NAME**) a (**GRANT AGREEMENT** or **PERSONAL SERVICES AGREEMENT**) for financial assistance to (**PROJECT SCOPE AS WRITTEN** (example "complete improvement to Veterans Park").

Dated at **CITY/TOWN**, Connecticut this **DATE** (to be certified after CEO signature date) day of **MONTH**, 2010.

CLERKS' NAME

SEAL

CHECK ONE

GRANT

PERSONAL SERVICES AGREEMENT

1. THE STATE AGENCY AND THE CONTRACTOR AS LISTED BELOW HEREBY ENTER INTO AN AGREEMENT SUBJECT TO THE TERMS AND CONDITIONS STATED HEREIN AND/OR ATTACHED HERETO AND SUBJECT TO THE PROVISIONS OF SECTION 4-98 OF THE CONNECTICUT GENERAL STATUTES AS APPLICABLE.
2. ACCEPTANCE OF THIS CONTRACT IMPLIES CONFORMANCE WITH TERMS AND CONDITIONS STATED ON THE REVERSE SIDE OF THIS SHEET

| | |
|--|--|
| (1) CONTRACT <input checked="" type="checkbox"/> ORIGINAL <input type="checkbox"/> AMENDMENT | (2) IDENTIFICATION NO. P.S. P.O. |
|--|--|

| | | |
|--------------|---|--|
| CONTRACTOR | (3) CONTRACTOR NAME TOWN OF CROMWELL | (4) ARE YOU PRESENTLY A STATE EMPLOYEE? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO |
| | CONTRACTOR ADDRESS TOWN HALL, 41 WEST STREET, CROMWELL, CT 06416 | |
| STATE AGENCY | (5) AGENCY NAME AND ADDRESS DEP - OFFICE OF THE COMMISSIONER, CONSTITUENT AFFAIRS/LAND MANAGEMENT, 79 ELM ST., HARTFORD, CT 06106 | CONTRACTOR FEIN/SSN 06-6001978 (6) AGENCY # DEP43153 |

| | | | |
|-----------------|---------------------------|--------------------------------|---|
| CONTRACT PERIOD | (7) DATE (FROM) Execution | THROUGH (TO) Execution + 5Yrs. | (8) INDICATE <input type="checkbox"/> MASTER AGREEMENT <input type="checkbox"/> CONTRACT AWARD NO. <input checked="" type="checkbox"/> NEITHER |
|-----------------|---------------------------|--------------------------------|---|

(9) CONTRACTOR AGREES TO: (Include special provisions - Attach additional blank sheets if necessary.)

The Contractor, the Town of Cromwell to be referred to as "Municipality" or "Contractor" will utilize said funding to complete improvements to a municipally owned, operated and maintained recreational resource, known as Dead Man Swamp and Cromwell Landing Park both areas are located within the territorial limits of the Town of Cromwell.

The work to be completed for this project site is on a two-sided page, attached hereto and incorporated herein as Attachment B.

Additional terms and conditions governing this agreement, and the funds provided under a grant, are identified on the reverse side of this page and on Attachment A, which is incorporated herein and made a part hereof.

(10) PAYMENT TO BE MADE UNDER THE FOLLOWING SCHEDULE UPON RECEIPT OF PROPERLY EXECUTED AND APPROVED INVOICES.

The Commissioner will make payment of any and all funds from this grant-in-aid on a reimbursement basis subject to approval of requests for payment, in her sole discretion. The Municipality is responsible to supply appropriate documentation to the administering agency (agency address, see Item #5), of cost relating to the project.

The maximum amount to be reimbursed to the Municipality under this contract is \$200,000.00

| | |
|---|------------------------------------|
| (11) COMMITTED AMOUNT \$ 200,000.00 | (12) OBLIGATED AMOUNT \$ |
|---|------------------------------------|

| (12) AMOUNT | (14) DEPT. | (15) FUND | (16) SID. | (17) PROGRAM | (18) PROJECT | (19) ACTIVITY | (20) BUD REF | (21) AGENCY CF1 | (22) AGENCY CF2 | (23) ACCOUNT |
|--------------|------------|-----------|-----------|--------------|-----------------|---------------|--------------|-----------------|-----------------|--------------|
| \$200,000.00 | DEP43153 | 12052 | 40531 | 64004 | DEPA00028200510 | | 2011 | | | 55050 |

An individual entering into a Personal Service Agreement with the State of Connecticut is contracting under a "work-for-hire" arrangement. As such, the individual is an independent contractor, and does not satisfy the characteristics of an employee under the common law rules for determining the employer/employee relationship of Internal Revenue Code section 3121(d)(2). Individuals performing services as independent contractors are not employees of the State of Connecticut and are responsible themselves for payment of all State and local income taxes, federal income taxes and Federal Insurance Contribution Act (FICA) taxes.

| | | |
|---|--|------|
| ACCEPTANCES AND APPROVALS | (24) STATUTORY AUTHORITY CGS Sec. 22a-6(a)(2) as amended; Public Act 2009-02, Sec. 1 (September Special Session) | |
| (25) CONTRACTOR (OWNER OR AUTH. SIGNATURE) | TITLE John M. Flanders, First Selectman | DATE |
| (26) AGENCY (AUTHORIZED OFFICIAL) | TITLE Amey W. Marrella, Commissioner | DATE |
| (27) ATTORNEY GENERAL (APPROVED AS TO FORM) | | DATE |

DISTRIBUTION: CONTRACTOR AGENCY

FUNDS AVAILABLE _____ DATE _____

ATTACHMENT A

1. Commissioner. For the purposes of this contract, "Commissioner" means the Commissioner of Environmental Protection or her designated agent. All correspondence submitted in accordance with this contract shall be submitted to: Department of Environmental Protection, Office of the Commissioner, Constituent Affairs/Land Management, 79 Elm Street, Hartford, CT 06106-5127.
2. Acknowledgment. The Contractor shall provide credit to a grant from the State of Connecticut administered through the Department of Environmental Protection for its contribution to the project.
3. Change in Scope of Work. Any proposed change in the Scope of Work included in Attachment B must be requested in writing to the Commissioner and, if acceptable, authorized through a contract amendment. Changes in the Scope of Work may not be made in any other way.
4. Change in Principal Project Staff. Any changes in the principal project staff must be requested in writing and approved in writing by the Commissioner or her authorized representative at her sole discretion. In the event of any unapproved change in principal project staff, the Commissioner may, in her sole discretion, terminate or cancel this contract.
5. Recording and Documentation of Receipts and Expenditures. Accounting procedures must provide for accurate and timely recording of receipt of funds by source, expenditures made from such funds, and of unexpended balances. Controls must be established which are adequate to ensure that expenditures under this agreement are for allowable purposes and that documentation is readily available to verify that such charges are accurate.
6. Assignability. The Contractor shall not assign any interest in this contract, and shall not transfer any interest in the same (whether by assignment or novation), without the prior written consent of the Commissioner thereto; provided, however, that claims for money due or to become due the Contractor from the Commissioner under this contract may be assigned to a bank, trust company, or other financial institution without such approval. Notice of any such assignment or transfer shall be furnished promptly to the Commissioner.
7. Third Party Participation. The Contractor may make sub-awards to conduct any of the tasks in the Scope of Work contained in Attachment B. The Contractor shall advise the Commissioner of the proposed sub-awardee and the amount allocated at least 2 weeks prior to the making of such awards. The Commissioner reserves the right to disapprove such awards if they appear to be inconsistent with the program activities to be conducted under this grant. Municipality agrees that the awarding of service contracts to complete the scope of the project as defined in Attachment B, shall follow established municipal purchasing/contract awarding procedures or proceed with competitive open bidding for contracts in excess of ten thousand dollars (\$10,000) whichever is stricter.
8. Procurement of Materials and Supplies. The Contractor may use its own procurement procedures which reflect applicable State and local law, rules and regulations provided that procurement of tangible personal property having a useful life of more than one year and an acquisition cost of one thousand dollars (\$1,000.00) or more per unit be approved by the Commissioner before acquisition.
9. Definition of "Execution". This contract shall be fully executed when it has been signed by authorized representatives of the parties, and if it is for an amount exceeding three thousand dollars (\$3,000.00), by the authorized representative of the state Attorney General's office.
10. State Audit (for grants only). The Grantee receiving federal funds must comply with the federal Single Audit Act of 1984, P.L. 98-502 and the Amendments of 1996, P.L. 104-156. The Grantee receiving state funds must comply with the Connecticut General Statutes Section 7-396a and 396b, and the State Single Audit Act Sections 4-230 through 4-236 inclusive, and Regulations promulgated thereunder. The Grantee agrees that all fiscal records pertaining to the project shall be maintained for a period of not less than three (3) years from the date the project is completed. Such records shall be made available to the state and/or federal auditors upon request. Municipality agrees to supply said audit to the Commissioner.
11. Campaign Contribution. For all State contracts as defined in P.A. 07-1 having a value in a calendar year of \$50,000 or more or a combination or series of such agreements or contracts having a value of \$100,000 or more, the authorized signatory to this Agreement expressly acknowledges receipt of the State Elections Enforcement Commission's notice advising state contractors of state campaign contribution and solicitation prohibitions, and will inform its principals of the contents of the notice. See attached SEEC Form 11.
12. Sovereign Immunity: The parties acknowledge and agree that nothing in the Solicitation or the Contract shall be construed as a modification, compromise or waiver by the State of any rights or defenses of any immunities provided by Federal law or the laws of the State of Connecticut to the State or any of its officers and employees, which they may have had, now have or will have with respect to all matters arising out of the Contract. To the extent that this section conflicts with any other section, this section shall govern.
13. Cancellation/Termination: This contract shall remain in full force and effect for the entire term of the contract period stated unless cancelled by DEP giving the Contractor written notice of such intention at least 30 days in advance. DEP reserves the right to cancel the contract without prior notice when the funding for the contract is no longer available. Notwithstanding any provisions in this contract, DEP, through a duly authorized employee, may terminate the contract whenever the agency makes a written determination that such termination is in the best interests of the State. DEP shall notify the Contractor in writing of termination pursuant to this section, which notice shall specify the effective date of termination and the extent to which the Contractor must complete performance under the contract prior to such date. DEP has forty-five (45) days after the effective date of termination or cancellation to reimburse the Contractor for its performance rendered and accepted by the DEP in addition to all actual and reasonable costs incurred in completing the portions of performance, which the contractor was required to complete, by the termination or cancellation notice. DEP reserves the right to recoup any deposits, prior payment, advance payment or down-payment made if the contract is cancelled or terminated prior to performance being rendered for which said deposits or payments were made.
14. Severability. If any term or provision of the Contract or its application to any person, entity or circumstance shall, to any extent, be held to be invalid or unenforceable, the remainder of the Contract or the application of such term or provision shall not be affected as to persons, entities or circumstances other than those as to whom or to which it is held to be invalid or unenforceable. Each remaining term and provision of the Contract shall be valid and enforced to the fullest extent possible by law.
15. Forum and Choice of Law: The Contract shall be deemed to have been made in the City of Hartford, State of Connecticut. Both Parties agree that it is fair and reasonable for the validity and construction of the Contract to be, and it shall be, governed by the laws and court decisions of the State of Connecticut, without giving effect to its principles of conflicts of laws. To the extent that any immunities provided by federal law or the laws of the State of Connecticut do not bar an action against the State, and to the extent that these courts are courts of competent jurisdiction, for the purpose of venue, the complaint shall be made returnable to the Judicial District of Hartford only or shall be brought in the United States District Court for the District of Connecticut only, and shall not be transferred to any other court, provided, however, that nothing here constitutes a waiver or compromise of the sovereign immunity of the State of Connecticut. The Contractor waives any objection which it may now have or will have to the laying of venue of any Claims in any forum and further irrevocably submits to such jurisdiction in any suit, action or proceeding.

ATTACHMENT B

SCOPE OF WORK

Purpose: The Contractor, the Town of Cromwell to be referred to as "Municipality" or "Contractor" will utilize said funding to complete improvements to a municipally owned, operated and maintained recreational resource, known as Dead Man Swamp and Cromwell Landing Park both areas are located within the territorial limits of the Town of Cromwell.

Description: As part of an economic revitalization within the Town of Cromwell the recreational resources known as Dead Man Swamp and the associated area will be enhanced. There are three areas of focus that will be address with the funds provided, it is understood that total completion of the focus areas will not be completed with the available funding, therefore the Municipality and the State Agency, the Department of Environmental Protection will work in a cooperative effort to maximize the financial benefit being awarded:

- ❖ Purchase of the former "oil tank farm" and improvements thereon, located at 79 River Road. The value of this property will be established through the preparation and review of a complete self-contained appraisal. The purchase price of this property will not exceed the value set after review of the appraisal. This property will become publicly owned land and become part of the redevelopment of the area and will be used for recreational and open space purposes. Planned use of this parcel is for a parking/trailhead for patrons wishing to utilize the proposed/planned River Road Trail and Cromwell Landing Park.
 - ❖ At Cromwell Landing Park, remnants of the off loading oil pipes exist. Funding will be used to safely remove this underground piping located within the easement that runs through this park. These supply pipes are no longer in use, being that the oil tank farm has been dismantled. Removal shall include: excavation, cutting, dismantling of the piping, disposal/recycling and purchase and placement of clean fill.
 - ❖ Extension/redevelopment of River Road. From its current northern terminus, River Road would be renovated into a multi-use trail extending northward along the Connecticut River to Nooks Hill Road, where current development plans are to extend the trail over an easement along the northerly boundary of Dead Man Swamp to the existing rail road bed. Further development of the trail would extend on the east side of the rail road bed, south, returning to Cromwell Landing Park. Development of is trail shall include; excavation, drainage, site work, placement of base material, purchase and placement of bituminous (if paved), seeding, fencing, barriers and signage.
 - ❖ Associated project cost shall include appraisal cost.
 - ❖ Landscaping of the disturbed area.
 - ❖ Associated work for this project shall include required surveying, engineering, architectural and landscape services.
1. **Design:** The Municipality agrees that the location, design materials and work schedule related to this project are completed with the full knowledge and approval of the local property-managing department and the facility manager. That the design, installation and construction shall comply with all State of Connecticut building codes, the intent of the Americans with Disabilities Act (handicapped accessibility) and be of a nature that will minimize maintenance and ensure public safety.
 2. **Permits:** The Municipality is responsible for developing and obtaining all applicable permits prior to construction. Such permits may include but not be limited to Flood Management Certification CGS 25-68(b)-(h), Stream Channel Encroachment, Inland Wetlands & Watercourses CGS 22a-36, Water Diversion, Dam Safety, Stormwater Construction Discharge Permit, Coastal Consistency Certification, Tidal Structure & Dredging, Army Corp of Engineers 401 and 404. The approval of this contract/agreement does in no way constitute approval of, or preferential consideration, to any permit that may be required for, or applied for by the Municipality to the Department of Environmental Protection or other State Departments to complete the described project scope as defined above.
 3. **Ownership:** The Municipality represents that said Municipality is or will become the grantee before the expiration of this agreement of land acquired under this agreement in fee simple, permanent easement or right-of-way or be the record owner of the land and building upon which the project described above is located. Ownership shall be in the form of fee simple, free from any lien or claim that would prevent such land from being retained and utilized for the use or uses outlined above. Being the recorded owner, the Municipality agrees to maintain the project area after development/improvement properly and efficiently and to provide assurance of such operation and maintenance as may be required by the Commissioner for a period not to exceed the life expectancy, ten years, or till total destruction or degradation by an act of nature whichever comes first.
 4. **Accessibility to the Public:** The Municipality shall erect a permanent plaque or sign on said property acknowledging that said property/project is a public recreational facility and that said property received a grant from the State of Connecticut administered through the Department of Environmental Protection. Said property/project is a public area and as such, it shall be open to the public. The public, for purposes of this agreement shall be defined as any resident of any municipality, state, country or nation.

SEEC FORM 11

NOTICE TO EXECUTIVE BRANCH STATE CONTRACTORS AND PROSPECTIVE STATE CONTRACTORS OF CAMPAIGN CONTRIBUTION AND SOLICITATION BAN

This notice is provided under the authority of Connecticut General Statutes 9-612(g)(2), as amended by P.A. 07-1, and is for the purpose of informing state contractors and prospective state contractors of the following law (italicized words are defined below):

Campaign Contribution and Solicitation Ban

No *state contractor, prospective state contractor, principal of a state contractor or principal of a prospective state contractor*, with regard to a *state contract or state contract solicitation* with or from a state agency in the executive branch or a quasi-public agency or a holder, or principal of a holder of a valid prequalification certificate, shall make a contribution to, or *solicit* contributions on behalf of (i) an exploratory committee or candidate committee established by a candidate for nomination or election to the office of Governor, Lieutenant Governor, Attorney General, State Comptroller, Secretary of the State or State Treasurer, (ii) a political committee authorized to make contributions or expenditures to or for the benefit of such candidates, or (iii) a party committee; In addition, no holder or principal of a holder of a valid prequalification certificate, shall make a contribution to, or *solicit* contributions on behalf of (i) an exploratory committee or candidate committee established by a candidate for nomination or election to the office of State senator or State representative, (ii) a political committee authorized to make contributions or expenditures to or for the benefit of such candidates, or (iii) a party committee.

Duty to Inform

State contractors and prospective state contractors are required to inform their principals of the above prohibitions, as applicable, and the possible penalties and other consequences of any violation thereof.

Penalties for Violations

Contributions or solicitations of contributions made in violation of the above prohibitions may result in the following civil and criminal penalties:

Civil penalties--\$2000 or twice the amount of the prohibited contribution, whichever is greater, against a principal or a contractor. Any state contractor or prospective state contractor which fails to make reasonable efforts to comply with the provisions requiring notice to its principals of these prohibitions and the possible consequences of their violations may also be subject to civil penalties of \$2000 or twice the amount of the prohibited contributions made by their principals.

Criminal penalties—Any knowing and willful violation of the prohibition is a Class D felony, which may subject the violator to imprisonment of not more than 5 years, or \$5000 in fines, or both.

Contract Consequences

Contributions made or solicited in violation of the above prohibitions may result, in the case of a state contractor, in the contract being voided.

Contributions made or solicited in violation of the above prohibitions, in the case of a prospective state contractor, shall result in the contract described in the state contract solicitation not being awarded to the prospective state contractor, unless the State Elections Enforcement Commission determines that mitigating circumstances exist concerning such violation.

The State will not award any other state contract to anyone found in violation of the above prohibitions for a period of one year after the election for which such contribution is made or solicited, unless the State Elections Enforcement Commission determines that mitigating circumstances exist concerning such violation.

Additional information and the entire text of P.A 07-1 may be found on the website of the State Elections Enforcement Commission, www.ct.gov/seec. Click on the link to "State Contractor Contribution Ban."



CONTRACT

COMPLIANCE

ASSURANCE

**COMMISSION ON HUMAN RIGHTS AND OPPORTUNITIES
CONTRACT COMPLIANCE REGULATIONS
NOTIFICATION TO BIDDERS**

The contract to be awarded is subject to contract compliance requirements mandated by Sections 4a-60 and 4a-60a of the Connecticut General Statutes; and, when the awarding agency is the State, Sections 46a-71(d) and 46a-81i(d) of the Connecticut General Statutes. There are Contract Compliance Regulations codified at Section 46a-68j-21 through 43 of the Regulations of Connecticut State Agencies, which establish a procedure for awarding all contracts covered by Sections 4a-60 and 46a-71(d) of the Connecticut General Statutes.

According to Section 46a-68j-30(9) of the Contract Compliance Regulations, every agency awarding a contract subject to the contract compliance requirements has an obligation to "aggressively solicit the participation of legitimate minority business enterprises as bidders, contractors, subcontractors and suppliers of materials." "Minority business enterprise" is defined in Section 4a-60 of the Connecticut General Statutes as a business wherein fifty-one percent or more of the capital stock, or assets belong to a person or persons: "(1) Who are active in daily affairs of the enterprise; (2) who have the power to direct the management and policies of the enterprise; and (3) who are members of a minority, as such term is defined in subsection (a) of Section 32-9n." "Minority" groups are defined in Section 32-9n of the Connecticut General Statutes as "(1) Black Americans . . . (2) Hispanic Americans . . . (3) persons who have origins in the Iberian Peninsula . . . (4) Women . . . (5) Asian Pacific Americans and Pacific Islanders; (6) American Indians . . ." An individual with a disability is also a minority business enterprise as provided by Section 4a-60g of the Connecticut General Statutes. The above definitions apply to the contract compliance requirements by virtue of Section 46a-68j-21(11) of the Contract Compliance Regulations.

The awarding agency will consider the following factors when reviewing the bidder's qualifications under the contract compliance requirements:

- (a) the bidder's success in implementing an affirmative action plan;
- (b) the bidder's success in developing an apprenticeship program complying with Sections 46a-68-1 to 46a-68-17 of the Administrative Regulations of Connecticut State Agencies, inclusive;
- (c) the bidder's promise to develop and implement a successful affirmative action plan;
- (d) the bidder's submission of employment statistics contained in the "Employment Information Form", indicating that the composition of its workforce is at or near parity when compared to the racial and sexual composition of the workforce in the relevant labor market area; and
- (e) the bidder's promise to set aside a portion of the contract for legitimate minority business enterprises. See Section 46a-68j-30(10)(E) of the Contract Compliance Regulations.

INSTRUCTIONS AND OTHER INFORMATION

The following BIDDER CONTRACT COMPLIANCE MONITORING REPORT must be completed in full, signed, and submitted with the bid for this contract. The contract awarding agency and the Commission on Human Rights and Opportunities will use the information contained thereon to determine the bidders compliance to Sections 4a-60 and 4a-60a CONN. GEN. STAT., and Sections 46a-68j-23 of the Regulations of Connecticut State Agencies regarding equal employment opportunity, and the bidders' good faith efforts to include minority business enterprises as subcontractors and suppliers for the work of the contract.

1) **Definition of Small Contractor**

Section 4a-60g CONN. GEN. STAT. defines a small contractor as a company that has been doing business under the same management and control and has maintained its principal place of business in Connecticut for a one year period immediately prior to its application for certification under this section, had gross revenues not exceeding ten million dollars in the most recently completed fiscal year, and at least fifty-one percent of the ownership of which is held by a person or persons who are active in the daily affairs of the company, and have the power to direct the management and policies of the company, except that a nonprofit corporation shall be construed to be a small contractor if such nonprofit corporation meets the requirements of subparagraphs (A) and (B) of subdivision 4a-60g CONN. GEN. STAT.

BIDDER CONTRACT COMPLIANCE MONITORING REPORT

PART I - Bidder Information

| | |
|---|---|
| Company Name Street Address City & State Chief Executive | Bidder Federal Employer Identification Number _____ Or Social Security Number _____ |
| Major Business Activity (brief description) | Bidder Identification (response optional/definitions on page 1) -Bidder is a small contractor. Yes__ No__ -Bidder is a minority business enterprise Yes__ No__ (If yes, check ownership category) Black__ Hispanic__ Asian American__ American Indian/Alaskan Native__ Iberian Peninsula__ Individual(s) with a Physical Disability__ Female__ |
| Bidder Parent Company (If any) | - Bidder is certified as above by State of CT Yes__ No__ |
| Other Locations in Ct. (If any) | - DAS Certification Number _____ |

PART II - Bidder Nondiscrimination Policies and Procedures

| | |
|---|--|
| 1. Does your company have a written Affirmative Action/Equal Employment Opportunity statement posted on company bulletin boards? Yes__ No__ | 7. Do all of your company contracts and purchase orders contain non-discrimination statements as required by Sections 4a-60 & 4a-60a Conn. Gen. Stat.? Yes__ No__ |
| 2. Does your company have the state-mandated sexual harassment prevention in the workplace policy posted on company bulletin boards? Yes__ No__ | 8. Do you, upon request, provide reasonable accommodation to employees, or applicants for employment, who have physical or mental disability? Yes__ No__ |
| 3. Do you notify all recruitment sources in writing of your company's Affirmative Action/Equal Employment Opportunity employment policy? Yes__ No__ | 9. Does your company have a mandatory retirement age for all employees? Yes__ No__ |
| 4. Do your company advertisements contain a written statement that you are an Affirmative Action/Equal Opportunity Employer? Yes__ No__ | 10. If your company has 50 or more employees, have you provided at least two (2) hours of sexual harassment training to all of your supervisors? Yes__ No__ NA__ |
| 5. Do you notify the Ct. State Employment Service of all employment openings with your company? Yes__ No__ | 11. If your company has apprenticeship programs, do they meet the Affirmative Action/Equal Employment Opportunity requirements of the apprenticeship standards of the Ct. Dept. of Labor? Yes__ No__ NA__ |
| 6. Does your company have a collective bargaining agreement with workers? Yes__ No__ 6a. If yes, do the collective bargaining agreements contain non-discrimination clauses covering all workers? Yes__ No__ 6b. Have you notified each union in writing of your commitments under the nondiscrimination requirements of contracts with the state of Ct? Yes__ No__ | 12. Does your company have a written affirmative action Plan? Yes__ No__ If no, please explain. 13. Is there a person in your company who is responsible for equal employment opportunity? Yes__ No__ If yes, give name and phone number. _____ _____ |

Part III - Bidder Subcontracting Practices

| | |
|--|------------|
| 1. Will the work of this contract include subcontractors or suppliers? Yes__ No__ 1a. If yes, please list all subcontractors and suppliers and report if they are a small contractor and/or a minority business enterprise. (defined on page 1 / use additional sheet if necessary) | |
| 1b. Will the work of this contract require additional subcontractors or suppliers other than those identified in 1a. above? | Yes__ No__ |

PROJECT QUESTIONNAIRE

To be Completed by Contractors For Each Project Funded (in whole or in part) by a Grant or Contract with the Department of Environmental Protection

Contractor's Name: _____

Street: _____

Town/City: _____

State: _____

Zip Code: _____

Services Provided/Project Title: _____

Work Site/Location: _____

Contractor's Contact Person: _____

Telephone: _____

Are you a Minority Business Enterprise (MBE)?
Yes No

Are you a Women's Business Enterprise (WBE)?
Yes No

Subcontractors Involved? Yes No

Number of Subcontractors: _____

1. Do you intend to utilize Minority Business Enterprises (MBE) or Women's Business Enterprises (WBE) as subcontractors for this project/contract?
Yes No N/A, not subcontracting .

NOTE: If you have indicated that you will be utilizing MBE/WBE's as subcontractors, you will be sent a Contractor's Minority Business Enterprise Utilization Form and an Affidavit which are to be completed after the contract has been awarded and the subcontractors have been selected or you can access: the form electronically at:

http://www.state.ct.us/chro/metapages/ContractCompliance/CC_forms/SubContrMBEAffidavit.pdf.

2. For each subcontractor, please list name, address, telephone number and principal place of business; also indicate which are MBE/WBE and the dollar amount awarded to subcontractor(s).

| MBE | WBE | Name, Address, Telephone Number and Principal Place of Business | Amount |
|--------------------------|--------------------------|---|--------|
| <input type="checkbox"/> | <input type="checkbox"/> | | |
| <input type="checkbox"/> | <input type="checkbox"/> | | |
| <input type="checkbox"/> | <input type="checkbox"/> | | |
| <input type="checkbox"/> | <input type="checkbox"/> | | |

3. Describe significant factors impeding Good Faith effort to utilize MBE/WBE's as subcontractors ("Good Faith" means that degree of diligence, which a reasonable person would exercise in the performance of legal duties and obligations).

4. Is this project a Public Works project? (Public Works Contract means an agreements for construction, rehabilitation, conversion, extension, demolition or repair of a public building, highway or other changes or improvements in real property.)

Yes No

RECEIVED FOR FILING
11/17 2010 at 1:02 P.M.
TOWN CLERK'S OFFICE
CROMWELL, CONN.

Gloria Brendegast Asst
TOWN CLERK

TOWN OF CROMWELL
BOARD OF SELECTMEN
REGULAR MEETING
WEDNESDAY NOVEMBER 10, 2010
7:10 P.M. TOWN HALL ROOM 224/5

MINUTES

Present: First Selectman J. Flanders, Deputy First Selectman R. Newton,
A. Varricchio, A. Waters, A. Spotts, P. Ahlquist

Absent: A. Halibozek

Also Present: Chief of Police A. Salvatore, Director of Finance M. Sylvester,
Public Works Director E. Hood, Asst. Tax Collector K. Larson, Director
of Recreation S. Schein, Public and Press

A. CALL TO ORDER

First Selectman Flanders called the Regular meeting to order at 7:15 p.m.

B. APPROVAL OF AGENDA

Motion made by R. Newton seconded by A. Varricchio and *unanimously carried* to
approve the agenda as posted.

C. CITIZENS COMMENTS

1. B. Jahn, Woodside Road -Asked the board to reach a decision regarding the EDC
Coordinator. Requested that the street address be provided for G1.

2. A. Kelly, Chairman P&Z Zoning Regs Committee-Spoke regarding a request from
P&Z to hire a Special Attorney.

*Motion made by R. Newton seconded by A. Waters to add Discussion and action to
approve P&Z hiring a Special Attorney.*

*After a short discussion the motion and second were withdrawn. This item will be
placed on the December agenda.*

3. A. Kelly, Willowbrook Road-Spoke regarding the lack of maintenance at Frisbee
Landing Park.

4. P. Keithan, Irongate Lane-Agreed with Ms. Kelly regarding the poor maintenance
at Frisbee Landing Park. Spoke in favor of F2 & F4.

5. D. Painchaud, Senator Drive -Spoke in opposition to M2.

6. S. Petrella, Wexford Lane -Spoke in favor of M2.

7. R. Waters, South Street-Spoke regarding several issues including the ball fields
at Pierson Park, Cromwell Landing, Northbrook Estates poor road conditions and
the Cobblestone Developer. Spoke in favor of G6 and hiring Craig Stevenson as
the EDC Coordinator.

8. M. Johnson, Pleasant Street-Stated that the town crew does a professional job
cutting the lawn on Valor Green. We need to attract businesses to town that
make things. Spoke against town employees.

9. R. Waters, South Street-disagreed with Mr. Johnson regarding town employees.

D. STAFF REPORTS

First Selectman Flanders presented a Staff Report on behalf of Community Development Director J. Mazurek.

- Cider Hill Roads have been completed.
- Northbrook Roads are not acceptable.
- Cobblestone Developer and contactor have reached an agreement. Work will resume next week.
- 6th light pole on Main Street Project went in this week. Next two will be put in next week.
- New Flag Pole was installed.

E. FINANCIAL

1. Tax Refunds

- a. Paulette A. or Kenneth E. Caruso -\$5.82
- b. Arthur or Phyllis Burnus -\$187.73
- c. Daniel Champ -\$14.17
- d. Jeffery W. or Joan P. Haugen -\$12.34
- e. Gregory M. Griffin -\$12.87
- f. Raymond R. Rodrigue -\$27.63
- g. LaSacare LLC -\$564.29

Motion made by R. Newton seconded by A. Waters and *unanimously carried* to approve tax refunds a - g.

2. Budget Reports

Finance Director Sylvester presented the monthly budget reports.

F. UNFINISHED BUSINESS

1. Authorize First Selectman to contract for legal services - Tabled.

Motion made by R. Newton seconded by A. Waters and *unanimously carried* to remove from the table.

First Selectman Flanders *withdrew his motion* from the previous meeting.

2. Discussion and action on Capital/Non-Recurring Fund 2010/11 requests.

2. Highway Department

- a. 40,000 lb. Dump Truck w/plow and Sander \$175,000 -Tabled

Motion made by R. Newton seconded by A. Varricchio and *unanimously carried* to remove from the table.

Public Works Director Hood presented the request. A lengthy discussion followed regarding the immediate need for the truck and different options that could be explored.

After a lengthy discussion the motion from the previous meeting *unanimously carried* to approve the 40,000 lb. Dump Truck /plow and Sander \$175,000.

3. Discussion and possible action to hire Economic Development Consultant.
First Selectman Flanders proposed that Mr. Vose be hired.

Motion made by A. Varricchio to hire Mr. Vose.

No second received.

A lengthy discussion followed.

First Selectman Flanders recommended hiring Craig Stevenson for the remainder of this fiscal year with an option to renew for an additional year.

Motion made by R. Newton seconded by A. Waters and *unanimously carried* to appoint Craig Stevenson as our Economic Development Coordinator for the remainder of this fiscal year at which time we will assess an option to continue him for another year at this board's pleasure.

4. Appropriate \$34,000 within the CNR Fund for the purchase of a Pick-Up Truck with Plow for the Highway Division.-Tabled

Motion made by R. Newton seconded by A. Varricchio and *unanimously carried* to remove from the table.

Public Works Director Hood presented the request.

Motion made at the previous meeting *unanimously carried* to appropriate \$34,000 within the CNR Fund for the purchase of a Pick-Up Truck with Plow for the Highway Division

G. NEW BUSINESS

1. Authorize Town of Cromwell to accept Main Street deed in lieu of foreclosure and authorize payment of \$2,318.60 to Attorney John Watts for legal fees on the above property.

a. Authorize payment of \$2,318.60 to Attorney John Watts for legal fees on the above property.

Motion made by A. Waters seconded by R. Newton and *unanimously carried* to authorize the Town of Cromwell to accept Main Street deed in lieu of foreclosure and authorize payment of \$2,318.60 to Attorney John Watts for legal fees on the above property.

b. Approve abatement of back taxes in the amount of \$5,590.49.

Motion made by R. Newton seconded by A. Waters and *unanimously carried* to approve abatement of back taxes in the amount of \$5,590.49.

2. Approve request from H & C Developers for street name of Leghorn Lane for the Woodside Estates Subdivision located off of Woodside Road.

Motion made by A. Waters seconded by A. Spotts and *unanimously carried* to approve request from H & C Developers for street name of Leghorn Lane for the Woodside Estates Subdivision located off of Woodside Road.

3. Approve request from H&C Developers for a full refund of the second application fee paid for the above eight lot subdivision. The Planning & Zoning Commission recommended to the Board of Selectmen at their October 19, 2010 meeting to waive the second application fee.

Motion made by R. Newton seconded by A. Waters and *unanimously carried* to approve request from H&C Developers for a full refund of the second application fee paid for the above eight lot subdivision. The Planning & Zoning Commission recommended to the Board of Selectmen at their October 19, 2010 meeting to waive the second application fee.

4. Discussion and possible action on request from John Whitney to reduce or waive Wetlands fee.

Motion made by R. Newton seconded by A. Spotts and *unanimously carried* to approve request from John Whitney, 76 Nooks Hill Road, to reduce Wetlands fee to \$168.75.

First Selectman Flanders called for a 5 minutes recess at 9:05 p.m.
Meeting was called back to order at 9:10 p.m.

5. Discussion and possible action on proposed resolution of Spur Road at Newbury Estates.

Attorney Salvatore Petrella spoke on behalf of H & C Developers LLC.
Discussion followed.

Motion made by R. Newton seconded by A. Spotts and *unanimously carried* to direct First Selectman to support this effort in a proper manner and approve request to waive application fees.

6. Discussion P/A System for Room 224/5.

Motion made by R. Newton seconded by A. Varricchio and *unanimously carried* to approve request to replace P/A System for Room 224/5 for the amount of \$3156.00. Finance Director Sylvester stated that there are sufficient funds in the Building Maintenance budget to cover the expense at this time.

7. Discussion and possible action to allow the Recreation Department to accept the low quote for Gym Floor Resurfacing.

Recreation Director S. Schein presented the request.

Motion made by A. Waters seconded by A. Varricchio and *unanimously carried* to allow the Recreation Department to accept the low quote for Gym Floor Resurfacing.

H. APPROVAL OF MINUTES

1. Regular Meeting, October 13, 2010

Motion made by R. Newton seconded by A. Varricchio and *unanimously carried* to approve the minutes of October 13, 2010 as corrected.

1. Selectman Spotts would like his name corrected to show Allan Spotts.

2. Executive Session (FI) should include that L. Labbadia and Union Representative Dave Hebert attended the Executive Session.

3. Executive Session (F1) Motion should read; Motion made by D. Newton seconded by A. Halibozek and unanimously carried to find in favor of the grievant in that her proposed solution of an arm patch should prevail.
4. Executive Session (G2) Selectman Varricchio recused himself from Executive Session.
5. Executive Session (G2) Attorney Bradley was invited into Executive Session.

2. Special Meeting, November 5, 2010

Motion made by P. Ahlquist seconded by A. Varricchio and *carried* to approve the minutes of November 5, 2010.

Aye: J. Flanders, A. Varricchio, P. Ahlquist

Abstained (not present): R. Newton, A. Waters, A. Spotts

Motion carried

I. FIRST SELECTMAN'S COMMENTS

None

J. GOOD & WELFARE

R. Newton -Spoke regarding the lack of maintenance; On the East Side of Main Street, weeds are coming out of the bricks.

A. Waters -Working with AT&T regarding high speed internet for GKN. First Selectman Flanders stated he communicated with the Area Vice-President of Comcast to see what they can do to help.

A. Spotts -Asked if the Town Web-page is done. It is still very difficult to negotiate around it; are we still in fix-it mode as it is the front door to the Town of Cromwell. A lot of time you get locked out.

P. Ahlquist-Receiving concerns about Nooks Hills Road getting tidied up. Asked who is responsible for overseeing the safety of road projects in town.

K. COMMISSION REPORTS

A. Varricchio -Planning and Zoning Commission

J. Flanders -Board of Finance

R. Newton -Mid State Regional Planning Authority & CWPCA

A. Waters -Economic Development Commission

A. Spotts -Board of Education

L. RESIGNATIONS

1. Committee to Support People with Disabilities

a. Barbara Kuznesof-Knee

Motion made by R. Newton seconded by A. Varricchio and *unanimously carried* to accept the resignation with regret.

M. APPOINTMENTS

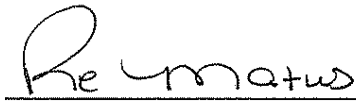
1. Inland Wetlands and Watercourses Agency
 - a. John Whitney, Alternate, Term expires 1/2014
2. Inland Wetlands and Watercourses Agency
 - a. Jonathan Beatty, Re-appointment Regular Member, Term expires 12/2014

Motion made by R. Newton seconded by A Spotts and *unanimously carried* to approve 1 & 2.

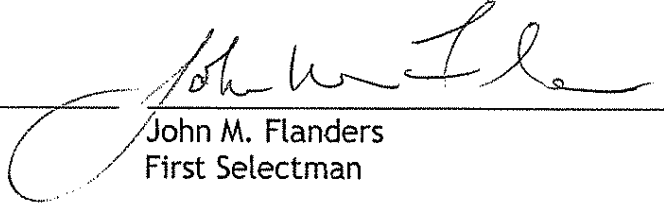
N. ADJOURNMENT

Motion made by R. Newton seconded by A. Waters and *unanimously carried* to adjourn the meeting at 10:00 p.m.

Respectfully submitted,



Re Matus
Secretary



John M. Flanders
First Selectman

November 22, 2010

Selectman John Flanders
41 West Street
Cromwell, Ct. 06416

Dear Selectman Flanders:

Please be advised that I have resigned my alternate position of Planning and Zoning Commissioner, effective immediately.

Sincerely,


Fred Hayward

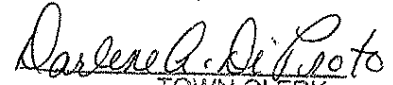
Flanders, John

From: linda2k2@comcast.net
Sent: Wednesday, November 10, 2010 8:36 AM
To: Flanders, John
Cc: Matus, Re
Subject: P and Z resignation

I am resigning my position as alternate to Cromwell's P and Z Commission. Please let me know if additional paperwork is necessary. Linda Duren



RECEIVED FOR FILING
11/10/2010 at 2:44 P.M.
TOWN CLERK'S OFFICE
CROMWELL, CONN.


TOWN CLERK

DiProto, Darlene

From: Christie Carpino [xtiem@hotmail.com]
Sent: Monday, November 08, 2010 8:56 PM
To: tokarztom@comcast.net
Cc: e.faienza@gmail.com; DiProto, Darlene; Minor, Craig
Subject: ZBA

RECEIVED FOR FILING
11/9 2010 at 9:16 A.M.
TOWN CLERK'S OFFICE
CROMWELL, CONN.

Darlene A. DiProto
TOWN CLERK

Chairman Tokarz-

It is with much regret that I must resign from the ZBA. Thank you for the opportunity to serve the citizens of Cromwell. I wish both you and the entire board well.

Christie Carpino