

**TOWN OF CROMWELL  
POLICE COMMISSION  
REGULAR MEETING  
WEDNESDAY, JANUARY 13, 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, December 9, 2009**
- E. CHIEF SALVATORE'S REPORT**
- F. OLD BUSINESS**
- G. NEW BUSINESS**
  - 1. Approve hiring Part-time Dispatcher.**
- H. CORRESPONDENCE**
- I. GOOD AND WELFARE**
- J. ADJOURNMENT**

RECEIVED FOR FILING  
1/7 2010 at 2:42 P.M.  
TOWN CLERK'S OFFICE  
CROMWELL, CONN.

*Darlene A. DiProta*  
TOWN CLERK

**TOWN OF CROMWELL  
POLICE COMMISSION  
REGULAR MEETING  
WEDNESDAY, DECEMBER 9, 2009  
7:00 P.M. TOWN HALL ROOM 224/5**

RECEIVED FOR FILING  
12/11 2009 at 8:40 P.M.  
TOWN CLERK'S OFFICE  
CROMWELL, CONN.

*Carlene A. DiProto*  
TOWN CLERK

**MINUTES**

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

Absent:

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

**A. CALL TO ORDER**

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

**B. APPROVAL OF AGENDA**

There being no additions or changes the agenda stands approved as published.

**C. CITIZENS COMMENTS**

None

**D. APPROVAL OF PREVIOUS MINUTES**

**1. Regular Meeting, October 14, 2009**

**2. Organizational Meeting, November 9, 2009**

Motion made by P. Ahlquist seconded by A. Varricchio and *unanimously carried* to approve the minutes of the Regular Meeting of October 14, 2009 and the Organizational Meeting of November 9, 2009.

**E. CHIEF SALVATORE'S REPORT**

The November Incident Report was distributed.

Chief Salvatore reported:

- The two recruits at the academy are proceeding with no complications.
- The department had their annual food drive last Saturday. The response by the citizens was outstanding. Approximately \$500.00 was collected along with a tremendous amount of food.
- One detective is out on injury leave for approximately a month. This is causing some problems but adjustments are being made.
- The K-9 team got a great grab last week; the individual that was apprehended was literally a mobile pharmacy.

First Selectman Flanders remarked, for the record, that as a result of the food drive there is a truly remarkable amount of food in Human Services hallway. It is a testament to the department for a job well done.

**F. OLD BUSINESS**

None

**G. NEW BUSINESS**

None

**H. CORRESPONDENCE**

None

**I. GOOD AND WELFARE**

None

**J. ADJOURNMENT**

Chairman Newton declared the meeting adjourned at 7:06 p.m.

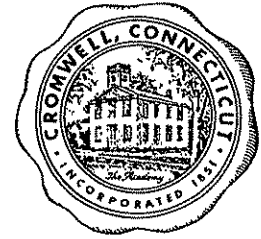
Respectfully submitted,

A handwritten signature in cursive script that reads "Re Matus". The signature is written above a horizontal line.

Re Matus  
Secretary



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



**ANTHONY J. SALVATORE, SR.**  
CHIEF OF POLICE

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

January 6, 2010

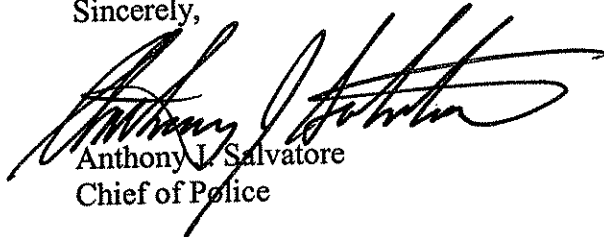
Richard Newton  
Chairman  
Cromwell Police Commission  
41 West Street  
Cromwell, CT 06416

**Subject:** Appointment of Part-Time Police Dispatcher

Dear Chairman Newton:

As a result of Part-Time Dispatcher Jeffrey Norton's resignation, I would like to request that you place on the January 13, 2010, Agenda of the Cromwell Police Commission, my recommendation for the appointment of Stephen Czajka, 875 Worthington Ridge, Berlin, CT, as a part-time Police Dispatcher to take effect immediately.

Sincerely,



Anthony J. Salvatore  
Chief of Police

AJS/md

cc: John Flanders  
First Selectman

Captain Roy Nelson

# APPLICATION FOR EMPLOYMENT

(PRE-EMPLOYMENT QUESTIONNAIRE) (AN EQUAL OPPORTUNITY EMPLOYER)

**PERSONAL INFORMATION**

DATE 12/28/09

NAME Czajka Stephen J. SOCIAL SECURITY NUMBER [REDACTED]  
LAST FIRST MIDDLE

PRESENT ADDRESS 875 Worthington Ridge CITY Berlin STATE CT ZIP 06037  
STREET CITY STATE ZIP

PERMANENT ADDRESS Same CITY STATE ZIP  
STREET CITY STATE ZIP

PHONE NO. (860) 740-6941 ARE YOU 18 YEARS OR OLDER? Yes  No

ARE YOU EITHER A U.S. CITIZEN OR AN ALIEN AUTHORIZED TO WORK IN THE UNITED STATES? Yes  No

**EMPLOYMENT DESIRED**

POSITION Dispatcher DATE YOU CAN START 1/14/10 SALARY DESIRED \_\_\_\_\_

ARE YOU EMPLOYED NOW? Yes IF SO MAY WE INQUIRE OF YOUR PRESENT EMPLOYER? Yes

EVER APPLIED TO THIS COMPANY BEFORE? NO WHERE? \_\_\_\_\_ WHEN? \_\_\_\_\_

REFERRED BY Keri Cowie

EDUCATION	NAME AND LOCATION OF SCHOOL	*NO OF YEARS ATTENDED	*DID YOU GRADUATE?	SUBJECTS STUDIED
GRAMMAR SCHOOL	<u>Sterling Elem Hollywood FL</u>	<u>4</u>	<u>Yes</u>	<u>General</u>
HIGH SCHOOL	<u>Woodrow Wilson High Mdtn</u>	<u>4</u>	<u>Yes</u>	<u>General</u>
COLLEGE	<u>Quinnipiac College Hamden Middlesex Community College Mdtn</u>	<u>1</u>	<u>NO</u>	<u>General</u>
TRADE, BUSINESS OR CORRESPONDENCE SCHOOL	<u>Sprinkler Fitters Local 674 Apprentice Ship</u>	<u>5</u>	<u>Yes</u>	<u>Sprinkler Fitter Fire Protection</u>

**GENERAL**

SUBJECTS OF SPECIAL STUDY OR RESEARCH WORK EMT, EMD, EPD, EFD, Telecommunications

**SPECIAL SKILLS**

ACTIVITIES: (CIVIC, ATHLETIC, ETC.) Cromwell Fire Dept.  
EXCLUDE ORGANIZATIONS, THE NAME OF WHICH INDICATES THE RACE, CREED, SEX, AGE, MARITAL STATUS, COLOR OR NATION OF ORIGIN OF ITS MEMBERS.

U.S. MILITARY OR NAVAL SERVICE NO RANK \_\_\_\_\_ PRESENT MEMBERSHIP IN NATIONAL GUARD OR RESERVES NO

**FORMER EMPLOYERS** (LIST BELOW LAST THREE EMPLOYERS, STARTING WITH LAST ONE FIRST).

DATE MONTH AND YEAR	NAME AND ADDRESS OF EMPLOYER	SALARY	POSITION	REASON FOR LEAVING
FROM 8/99	City of Middletown	30.26/hr	Lead Dispatcher	
TO Present	245 De Haven Dr Middletown			
FROM 1/93	Cromwell Fire District	21/hr	Dispatcher	
TO Present	1 West St. Cromwell			
FROM 12/84	American Medical Response	12/hr	Dispatcher/EMT	Position with City of Middletown
TO 8/99	58 Middletown Ave Middletown			
FROM 1/88	Sprinkler Fitters Local 676	20/hr	Sprinkler Fitter	lack of work
TO 12/99	81 Market St Newington Ct			

WHICH OF THESE JOBS DID YOU LIKE BEST?

WHAT DID YOU LIKE MOST ABOUT THIS JOB?

**REFERENCES:** GIVE THE NAMES OF THREE PERSONS NOT RELATED TO YOU, WHOM YOU HAVE KNOWN AT LEAST ONE YEAR.

NAME	ADDRESS	BUSINESS	YEARS ACQUAINTED
1 Lori Cowie	Inverness St Midd Ct	Cromwell PD	10 years
2 David Boyce	46 Camp St Bl Midd Ct	Middletown Telecommunications	10 years
3 Rapajel sen	5 West St Cromwell	Cromwell PD	16 years

THE FOLLOWING STATEMENT APPLIES IN: MARYLAND & MASSACHUSETTS. (Fill in name of state)  
 IT IS UNLAWFUL IN THE STATE OF \_\_\_\_\_ TO REQUIRE OR ADMINISTER A LIE DETECTOR TEST AS A  
 CONDITION OF EMPLOYMENT OR CONTINUED EMPLOYMENT. AN EMPLOYER WHO VIOLATES THIS LAW SHALL BE  
 SUBJECT TO CRIMINAL PENALTIES AND CIVIL LIABILITY.

Signature of Applicant

IN CASE OF EMERGENCY NOTIFY Stephen Czajka NAME) 317 Egret Cir Roseland Bay Fl ADDRESS (772) 664-8185 PHONE NO.

"I CERTIFY THAT THE FACTS CONTAINED IN THIS APPLICATION ARE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND UNDERSTAND THAT, IF EMPLOYED, FALSIFIED STATEMENTS ON THIS APPLICATION SHALL BE GROUNDS FOR DISMISSAL. I AUTHORIZE INVESTIGATION OF ALL STATEMENTS CONTAINED HEREIN AND THE REFERENCES LISTED ABOVE TO GIVE YOU ANY AND ALL INFORMATION CONCERNING MY PREVIOUS EMPLOYMENT AND ANY PERTINENT INFORMATION THEY MAY HAVE, AND RELEASE ALL PARTIES FROM ALL LIABILITY FOR ANY DAMAGE THAT MAY RESULT FROM FURNISHING SAME TO YOU. I UNDERSTAND AND AGREE THAT, IF HIRED, MY EMPLOYMENT IS FOR NO DEFINITE PERIOD AND MAY, REGARDLESS OF THE DATE OF PAYMENT OF MY WAGES AND SALARY, BE TERMINATED AT ANY TIME WITHOUT PRIOR NOTICE AND WITHOUT CAUSE."

DATE 12/28/09

SIGNATURE *Stephen J. Czajka*

DO NOT WRITE BELOW THIS LINE

INTERVIEWED BY \_\_\_\_\_

DATE \_\_\_\_\_

REMARKS: \_\_\_\_\_

NEATNESS \_\_\_\_\_

ABILITY \_\_\_\_\_

HIRED:  Yes  No

POSITION \_\_\_\_\_

DEPT. \_\_\_\_\_

SALARY/WAGE \_\_\_\_\_

DATE REPORTING TO WORK \_\_\_\_\_

APPROVED: 1. \_\_\_\_\_

EMPLOYMENT MANAGER

2. \_\_\_\_\_

DEPT. HEAD

3. \_\_\_\_\_

GENERAL MANAGER

This form has been designed to strictly comply with State and Federal fair employment practice laws prohibiting employment discrimination. This Application for Employment Form is sold for general use throughout the United States. TOPS assumes no responsibility for the inclusion in said form of any questions which, when asked by the Employer of the Job Applicant, may violate State and/or Federal Law.

TOWN OF CROMWELL  
BOARD OF SELECTMEN  
REGULAR MEETING  
WEDNESDAY, JANUARY 13, 2010  
7:10 P.M. TOWN HALL ROOM 224/5

RECEIVED FOR FILING  
1/7 2010 at 2:42 P.M.  
TOWN CLERK'S OFFICE  
CROMWELL, CONN.

  
TOWN CLERK

AGENDA

- A. CALL TO ORDER
- B. APPROVAL OF AGENDA
- C. CITIZENS COMMENTS
- D. FIRST SELECTMAN'S REPORT
- E. STAFF AND COMMISSION REPORTS
- F. FINANCIAL
  - 1. Approve Tax Refund List.
    - a. Holy Apostles Seminary -\$43.77
    - b. DCFS Trust -\$232.43
    - c. CL&P -\$2253.58
    - d. Toyota Motor Credit Corp. -\$88.90
    - e. GMAC -\$212.47
    - f. GMAC -\$27.26
    - g. Daimler Trust -\$707.87
    - h. Gerald Purzycki -\$39.11
    - i. Melody or Jamie Palmer -\$68.75
    - j. Honda Lease Trust -\$24.85
  - 2. Authorize First Selectman to apply for and sign the Federal Transit 5310 Grant to replace vehicle in Senior Services Transportation Fleet.
  - 3. Appropriate \$30,000 within the Town Improvement Fund for playground equipment and resurfacing materials at Watrous Park, as approved by the Board of Finance.
- G. UNFINISHED BUSINESS
  - 1. Acceptance of Spur Road in Newbury Estates by the Town of Cromwell.-Tabled
  - 2. Discussion and possible action to approve Ethics Ordinance. -Tabled until December.
  - 3. Discussion and possible action to approve Street-Scape Dining Policy-Tabled
  - 4. Appointment of Town Attorney.
- H. NEW BUSINESS
  - 1. Discussion and possible action on request to review options for payment of the Police Extra Duty invoice for the Connecticut River Music Festival.
  - 2. Discussion and action to approve Transfer Station Rules & Regulations for 2010.
  - 3. Discussion and possible action to approve Patron Behavior Policy as recommended by the Cromwell Library Commission.
  - 4. Potential Review and Signature of ARRA Project Approval and Town Resolution.
  - 5. Discussion and possible action to approve mail box installation and damage policy.

**I. MINUTES**

1. Regular Meeting, December 9, 2009

**J. RESIGNATIONS**

1. Planning and Zoning Commission
  - a. Steven R. Donen, Alternate

**K. APPOINTMENTS**

1. Committee to Support People with Disabilities
  - a. Ann Marie Porriello, term expires 6/11
2. Park & Recreation
  - a. Christer Osterling, term expires 12/11
3. Comcast Advisory Council
  - a. Carl Townsley, term expires 12/11

**L. GOOD & WELFARE**

**M. LIAISON REPORTS**

**N. EXECUTIVE SESSION**

1. Pending litigation and records that are exempt from disclosure.

**O. ADJOURNMENT**

# TOWN OF CROMWELL

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## DEVELOPMENTAL SERVICES DEPARTMENT

Department Report  
Wednesday, January 13, 2010  
Board of Selectmen

1. Building
  - a. No report – Business as usual.
2. Code Enforcement
  - a. Various Enforcements are proceeding.
3. Engineering
  - a. Main Street Downtown Improvements –
    - i. Installation of street lamps on Main Street and Wall Street is scheduled by CL&P for next week.
  - b. Stocking Triangle – Construction has been stopped for winter season. Issues have arisen regarding subcontracting of the stone sitting wall.
  - c. Iron Gate Estates – Engineering design is continuing.
  - d. Summit Drive, et. Al – We have received the Certificate of Insurance and Performance/Payment Bonds from the Contractor. We are awaiting the signed contract from Quality Associates. We receive the CT. DOT Rail “Right of Entry” permit, for the jacking operation under the railroad bed. The permit requires additional liability insurance during the jacking period, which will be presented to Human Resources. We expect to received final easement documents from Jack Bradley’s office, for Holy Apostles. I met with Father Mosey and the College is on board for granting the easement.
  - e. MS4, Stormwater Management - A detailed summary report of this project will be prepared and sent to The Board for preliminary discussion at next BOS meeting.
4. Planning
  - a. Draft revised P&Z zoning regulations are currently under review by the commission.
5. Public Health

a. No report. – Business as usual.

6. Economic Development

a. Three applications for the downtown façade program have been received by our office.

b. 41 Alcap Ridge – The project is still moving forward, with due diligence. We are awaiting information from the environmental testing, when it is concluded.

TOWN OF CROWMELL  
2009-2010 QUARTERLY BUDGET VARIANCE REPORT

2ND QUARTER  
December-09

MILLRATE: 26.16

GRAND LIST: \$1,357,964.624

	EXPENDITURES		DIFFERENCE		REVENUES		% ACTUAL TO BUDGET
	BUDGET	PRO-RATED BUDGET	2ND QUARTER YTD ACTUAL	FROM PRO-RATED BUDGET	BUDGET	YTD ACTUAL	
1. FIRST SELECTMAN	\$ 242,212	\$ 121,106	\$ 118,660	\$ 2,446	TAX DEPARTMENT	\$ -	
2. TOWN CLERK	201,864	100,927	89,398	11,534	CURRENT TAX @ 98.75%	\$ 34,878,839	56%
3. REGISTRAR OF VOTERS	56,770	28,355	31,258	(2,903)	(above includes reduction for senior tax abatement)		
4. PLANNING & ZONING	2,690	1,345	1,091	254	INTEREST & LIENS	135,000	51%
5. ECONOMIC DEVELOPMENT	40,200	20,100	7,527	12,573	SUPPLEMENTAL M.V.	234,000	0%
6. BOARD OF FINANCE	29,660	14,830	21,872	(7,042)	PRIOR YEARS TAXES	180,000	118%
7. CAPITAL EXPEND. COMM.	83	42	83	(42)	MISCELLANEOUS	400	100%
8. CHARTER REVIS. COMM.	571	286	-	286	TOTAL TAXES	\$ 35,428,239	56%
9. BOARD OF ASSES. APPEALS	1,300	650	75	575			
10. ZONING BOARD OF APPEALS	1,100	550	476	74			
11. INLAND WETLANDS	2,685	1,343	858	485			
12. HANDICAPPED COMM.	525	263	-	263	DEPARTMENTAL REVENUE	\$ -	
13. DONATIONS AND DUES	38,050	19,025	30,932	(11,907)	BUILDING DEPARTMENT	125,350	79%
14. BOARD OF SELECTMEN	9,384	4,692	3,487	1,205	POLICE DEPARTMENT	72,900	72%
15. LEGAL EXPENSE	201,907	100,954	112,338	(11,386)	PUBLIC WORKS	12,725	58%
16. CENTRAL SERVICES	102,880	51,340	52,455	(1,115)	TOWN CLERK	286,000	47%
17. INSURANCE EXPENSE	452,382	226,191	200,288	25,903	HEALTH DEPARTMENT	32,225	20%
18. GENERAL EXPENSE	741,661	370,831	715,567	(344,737)	LIBRARY	10,000	64%
19. DEVELOPER/PLANNER	-	-	-	-	RECREATION	89,800	70%
20. DEVELOPMENT COMPLIANCE	70,005	35,003	32,957	2,046	SENIOR SERVICES	3,900	51%
21. CONSERVATION COMM.	2,640	1,320	175	1,145	YOUTH SERVICES	600	233%
22. FINANCE DEPT.	308,756	154,378	151,389	2,989	ASSESSOR	2,500	33%
23. TAX COLLECTOR	173,519	86,760	86,770	(11)	TOTAL DEPARTMENTS	\$ 636,000	59%
24. ASSESSOR'S OFFICE	172,330	86,165	79,549	6,616	COMMISSIONS & BOARDS	9,500	23%
25. TREASURER'S OFFICE	300	150	49	101	INCOME FROM MISC. SOURCES	338,870	17%
26. PUBLIC WORKS ADMIN.	166,238	83,119	75,990	7,129	STATE OF CONNECTICUT	4,883,128	24%
27. ENGINEERING	372,098	186,049	179,354	6,695	FUND BALANCE	987,750	71%
28. SOL. WASTE/RECYC. CNTR.	699,476	349,738	281,664	68,054		6,219,248	31%
29. BUILDING INSPECTION	156,049	78,025	74,599	3,426			
30. HIGHWAY DEPT.	1,090,982	545,491	433,421	112,070	TOTAL REVENUE	\$ 42,283,487	52%
30A. VEHICLE MAINTENANCE	258,158	129,079	99,992	29,087			
31. BUILDING MAINTENANCE	451,584	225,792	243,780	(17,988)			
32. PARKS & GROUNDS	251,568	125,784	141,462	(15,678)			
33. CIVIL PREPAREDNESS	442,462	221,231	218,028	3,203			
34. POLICE DEPT.	9,540	4,770	3,965	805			
35. ANIMAL CONTROL	2,702,248	1,351,124	1,310,852	40,272			
36. HEALTH DEPT.	78,674	39,337	29,805	9,532			
37. HUMAN SERVICE ADMIN.	152,609	76,305	67,143	9,162			
38. SENIOR SERVICES	95,266	47,628	45,002	2,626			
39. TRANSPORTATION SVC.	92,969	38,996	38,323	673			
40. YOUTH SERVICES	99,309	49,655	42,668	6,987			
41. RECREATION DEPT.	340,419	170,210	181,321	(11,112)			
42. LIBRARY	515,063	257,532	259,945	(2,414)			
43. EMPLOYEE BENEFITS	2,679,332	1,339,666	1,161,520	178,146			
TOTAL GENERAL GOVERNMENT	\$ 13,585,230	\$ 6,792,615	\$ 6,666,768	\$ 125,847			
45. BONDED DEBT	3,698,257	1,849,129	624,128	1,225,001			
46. BOARD OF EDUCATION	26,000,000	12,500,000	8,901,672	3,598,328			
TOTAL GENERAL FUND	\$ 42,283,487	\$ 21,141,744	\$ 16,192,568	\$ 4,949,176			

Expenditures:  
Most budget areas are at or near, targeted levels with exceptions due to the timing of actual expenditures. For example, the Highway Department and the Public Works-Other are generally paid at the outset of the fiscal year. The Recreation Department's budget has slightly greater outflow early in the fiscal year due to its summer programs. Legal Expenses are higher than anticipated at this point in the fiscal year. In part due to ongoing union contract negotiations and outstanding tax appeals that are currently in court. It is anticipated that there will be minor savings in various departments sufficient to cover any potential deficit.  
The Board of Education budget lags slightly behind since teacher salaries are paid on a school-year cycle, with balloon payments made in June.  
Interest payments on bonds have a semi-annual schedule, with a fall/spring cycle, and principal payments on the bonds are made in the spring.  
Revenues:  
Tax collection continues to be strong and is currently at the same level of collection as in previous years. State aid is projected to come in at budgeted levels, although there are still questions as to whether there will be any mid-year adjustments.

FOR 2010 06

	ORIGINAL ESTIM REV	ESTIM REV ADJUSTM	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
002 TOWN CLERK'S OFFICE	-286,000	0	-286,000	-133,635.96	-152,364.04	46.7%
021 TAX COLLECTOR	-35,439,239	0	-35,439,239	-19,734,436.17	-15,704,802.83	55.7%
022 ASSESSOR'S OFFICE	-2,500	0	-2,500	-833.00	-1,667.00	33.3%
030 PUBLIC WORKS ADMIN.	-12,725	0	-12,725	-7,378.03	-5,346.97	58.0%
033 BUILDING INSPECTION	-125,350	0	-125,350	-98,803.50	-26,546.50	78.8%
040 POLICE DEPARTMENT	-71,900	0	-71,900	-52,723.08	-19,176.92	73.3%
042 ANIMAL CONTROL	-1,000	0	-1,000	.00	-1,000.00	.0%
050 HEALTH DEPARTMENT	-32,225	0	-32,225	-6,385.00	-25,840.00	19.8%
053 SENIOR SERVICES	-3,900	0	-3,900	-1,978.00	-1,922.00	50.7%
054 YOUTH SERVICES	-600	0	-600	-1,398.28	-1,798.28	233.0%
060 RECREATION DEPARTMENT	-89,800	0	-89,800	-62,980.00	-26,820.00	70.1%
061 LIBRARY	-10,000	0	-10,000	-6,379.56	-3,620.44	63.8%
206 BOARDS & COMMISSIONS	-9,500	0	-9,500	-2,219.22	-7,280.78	23.4%
207 STATE OF CONNECTICUT	-4,883,128	0	-4,883,128	-1,177,793.61	-3,705,334.39	24.1%
208 MISCELLANEOUS SOURCES	-338,870	0	-338,870	-56,879.25	-281,990.75	16.8%
999 FUND BALANCE	-271,750	0	-271,750	.00	-271,750.00	.0%

GRAND TOTAL -41,578,487 0 -41,578,487 -21,343,822.66 -20,234,664.34 51.3%

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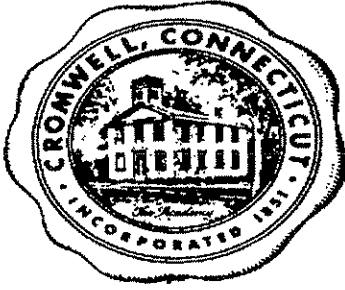
FOR 2010 06

	ORIGINAL APPROP	TRANSFRS/ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001	FIRST SELECTMAN'S OFFICE		241,581	118,659.60	694.36	122,858.04	49.3%
002	TOWN CLERK'S OFFICE		178,040	89,393.12	11,734.01	100,726.87	50.1%
003	REGISTRAR OF VOTERS	23,814	56,710	31,258.01	.00	25,451.99	55.1%
004	PLANNING COMMISSION		2,690	1,090.90	.00	1,599.10	40.6%
005	ECONOMIC DEVELOPMENT		40,200	7,527.00	.00	32,673.00	18.7%
006	BOARD OF FINANCE		29,660	21,872.00	2,750.00	5,038.00	83.0%
007	CAPITAL EXPENDITURE COMM		83	83.00	.00	.00	100.0%
008	CHARTER REVISION COMM		571	.00	.00	571.00	.0%
009	BOARD OF ASSESSMENT APPEALS		1,300	75.00	.00	1,225.00	5.8%
010	ZONING BOARD OF APPEALS		1,100	476.00	.00	624.00	43.3%
011	INLAND WETLANDS		2,685	858.00	.00	1,827.00	32.0%
012	COMM. FOR DISABLED PEOPLE		525	.00	.00	525.00	0%
013	DONATIONS AND DUES		38,050	30,931.60	.00	7,118.40	81.3%
014	BOARD OF SELECTMEN		9,384	3,487.00	.00	5,897.00	37.2%
015	LEGAL EXPENSE		201,907	112,337.70	12,409.50	77,159.80	61.8%
016	CENTRAL SERVICES		102,680	52,455.14	36,232.41	13,992.45	86.4%
017	INSURANCE EXPENSE		452,382	200,288.15	121,606.57	130,487.28	71.2%
018	GENERAL EXPENSE		76,661	760,267.40	6,145.46	19,948.14	97.5%
019	DEVELOPER/PLANNER		0	.00	.00	.00	0%
020	FINANCE DEPARTMENT		305,628	151,388.91	1,332.78	156,034.31	49.5%
021	TAX COLLECTOR		166,673	86,770.40	1,868.43	84,880.17	51.1%
022	ASSESSOR'S OFFICE		172,311	79,549.38	11,991.00	80,789.62	48.2%
023	TREASURER'S OFFICE		300	49.15	.00	250.85	16.4%
030	PUBLIC WORKS ADMIN.		165,188	75,990.49	16,102.53	74,144.98	55.4%
031	ENGINEERING		366,596	179,354.09	2,554.13	190,189.78	48.9%
032	SOLID WASTE REMOVAL		699,476	281,683.88	328,261.14	89,530.98	87.2%
033	BUILDING INSPECTION		152,863	74,598.99	851.01	80,599.00	48.4%
034	HIGHWAY DEPT.		1,090,982	433,421.30	72,029.64	585,531.06	46.3%
035	BUILDING MAINTENANCE		451,584	243,779.59	16,483.94	191,320.47	57.6%
036	PARKS & GROUNDS		251,568	141,461.81	6,738.96	103,367.23	58.9%
037	PUBLIC WORKS-OTHER		442,462	218,028.21	54,760.53	158,673.26	64.1%
038	VEHICLE MAINTENANCE		258,158	99,991.91	54,904.99	103,261.10	60.0%
040	POLICE DEPARTMENT		2,702,248	1,310,852.19	18,000.04	1,373,395.77	49.2%
041	EMERGENCY MANAGEMENT		9,540	3,965.09	.00	5,574.91	41.6%
042	ANIMAL CONTROL		78,674	29,804.56	.00	48,869.94	37.9%
050	HEALTH DEPARTMENT		150,941	67,143.36	29,289.80	56,175.84	63.2%
051	HUMAN SERVICES		95,256	45,001.75	1,076.40	49,177.85	48.4%
053	SENIOR SERVICES		76,431	38,322.86	3,867.50	35,801.66	54.1%
054	YOUTH SERVICES		97,796	42,668.04	4,678.30	51,962.66	47.7%
055	TRANSPORTATION SERVICES		91,779	40,664.64	1,844.74	50,459.62	45.7%
060	RECREATION DEPARTMENT		339,912	181,321.21	969.00	158,128.79	53.5%
061	LIBRARY		510,466	259,945.03	30,986.63	224,131.34	56.5%
070	BONDED DEBT		3,698,257	624,128.05	.00	3,074,128.95	16.9%
080	EMPLOYEE BENEFITS		2,695,652	1,161,520.04	888,949.26	628,862.70	76.5%

FOR 2010 06

	ORIGINAL APPROP	TRANSFRS/ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
090 BOARD OF EDUCATION							
090 BOARD OF EDUCATION	25,000,000	0	25,000,000	8,901,672.01	.00	16,098,327.99	35.6%
119 DEVELOPMENT COMPLIANCE	68,497	1,508	70,005	32,957.27	83.68	36,964.05	47.2%
120 CONSERVATION COMMISSION	2,640	0	2,640	175.00	.00	2,465.00	6.6%
GRAND TOTAL	41,578,487	749,700	42,328,187	16,237,268.83	1,750,196.74	24,340,721.43	42.5%

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



**TOWN OF CROMWELL**  
**SENIOR SERVICES DEPARTMENT**  
TOWN HALL, 41 WEST STREET  
CROMWELL, CT 06416  
(860) 632-3447 FAX (860) 632-3446

---

TO: Board of Selectmen Members\Board of Finance Members  
FROM: Theresa Strong, Senior Services Director *[Signature]*  
DATE: January 5, 2010  
RE: Federal Transit 5310 Grant Program

I am hereby requesting permission to apply for grant funding under the Federal Transit 5310 Grant Program to replace our 2004 Senior Bus. I have attached pertinent documentation from the Midstate Regional Planning Agency in regards to the grant application process. Our 2004 Senior Bus currently has approximately 75,000 miles and will have an estimated 100,000 by June/July 2011 when vehicle delivered would occur.

This grant would provide funding at 80% of the cost of the vehicle, not to exceed \$40,000. If I can answer any additional questions or provide clarification on the attached documentation, please do not hesitate to contact me directly at 860-632-3476 or Email: [tstrong@cromwellect.com](mailto:tstrong@cromwellect.com).

Thank you for your consideration in this matter.

# MIDSTATE REGIONAL PLANNING AGENCY


CROMWELL DURHAM EAST HADDAM EAST HAMPTON HADDAM MIDDLEFIELD MIDDLETOWN PORTLAND

P.O. BOX 139 MIDDLETOWN, CONNECTICUT 06457

TEL. 860 347-7214  
FAX. 860 347-6109  
mrpa@snet.net

## MEMORANDUM

**TO:** Antoinette Astle, Middlefield Senior Center  
Paul DeStefano, Town of Haddam  
Mary Flood, Portland Senior Center  
Janet Muraca, Durham Senior Center  
Jeffrey O'Keefe, Town of East Hampton  
Raymond Santostesano, Middletown Senior Center  
Brenda Simmons, American Red Cross  
Susan Sokol, Lutheran Ridge  
Theresa Strong, Cromwell Senior Center  
Mark Walter, Town of East Haddam  
Elizabeth Warner, MARC Community Resources

**FROM:** Robert Haramut, Jr.   
Transportation Planner

**DATE:** November 19, 2009

**SUBJECT:** Federal Transit Administration 5310 Program

Midstate Regional Planning Agency is soliciting applications from nonprofit organizations and eligible public entities in anticipation that federal funds will become available during fiscal year 2010. The Federal Transit Administration has awarded Section 5310 funding annually since 1975 as a cash grant for the purchase of wheelchair accessible vehicles for the provision of elderly and disabled transportation services.

An application form is enclosed. The application form can also be downloaded from MRPA's website at [www.midstaterpa.org](http://www.midstaterpa.org) or ConnDOT's website at [www.ct.gov/dot](http://www.ct.gov/dot). Please note that there have been changes made to the applications and review process. It is imperative that public notice on two occasions, one week apart, be completed by Thursday March 11, 2010, and *two copies* of the application are filled out in their entirety. The FY10 application has been revised to incorporate the Locally Coordinated Public Transit Human Services Transportation Plan (LOCHSTP) as can be noted in Appendix A, as well as the other appendices, and also lists the revised liability insurance requirements on page ten.

All organizations submitting applications must submit one completed application to Midstate Regional Planning Agency, P O Box 139, Middletown CT 06457. A second application must be submitted to Ellen Lawrence, Connecticut Department of Transportation, Office of Transit and Ridesharing, 2800 Berlin Turnpike, P O Box 317546, Newington CT 06131-7546. Please do not retype the application. The deadline for applications is Friday March 26, 2010, and those received after that date will not be considered.

The applications will be evaluated and prioritized by MRPA before submission to ConnDOT. Final approval is by the Federal Transit Administration. Applications will be prioritized based on the following criteria, using the point based evaluation system enclosed.

1. **Legal Notice, Complete Application, and Submission Deadline** - Applications must be completed entirely with both legal notices published within the required timeframe.
2. **Eligibility for Replacement** - Vehicles proposed for replacement must be four years old or have greater than 100,000 miles for vans, or five years old and greater than 125,000 miles for a bus, or have documentation of excessive maintenance costs.
3. **Planning Process** - Priority will be given to nonprofit organizations and legal entities that have participated in the Locally Coordinated Public Transit Human Service Agency Transportation Plan (LOCHSTP) process.
4. **Experience of Applicant Organization** - Priority will be given to applicants with experience providing elderly and disabled transportation services.
5. **Excessive Maintenance** - Priority will be given to applicants who have vehicles with excessive maintenance and show documentation of maintenance repairs in the application.
6. **Replacement of Equipment** - Priority will be given to providing replacement vehicles funded by Section 5310 that exceed the minimum FTA useful life standards.
7. **Assurances that Elderly and Disabled Persons will Receive Transportation Services** - Programs which are available to all elderly and disabled persons without eligibility restrictions will be given priority.
8. **Assurances that Efforts Include Serving Minority Applicants** - No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.
9. **Utilization of Equipment** - Effective utilization of equipment should be demonstrated with reliable estimates of the number of individuals that will receive service, and the total number of passenger trips to be provided. Priority will be given to vehicles that will be utilized during evenings and weekends, out of region trips, more than six hours per day, and are available for a coordinating entity.
10. **Degree of Need in the Applicant's Proposed Service Area for Transportation Services** - The lack of accessible transportation through existing public and private transportation providers must be clearly demonstrated.

11. **Coordination** - Priority will be given to regional coordinated applications for use in transportation programs that ensure maximum vehicle utilization, especially in light of the consolidation of many federal and state programs, United We Ride, and LOCHSTP.
12. **Availability of Sufficient Operating Funds** - Assurances must be made that funds will be available to cover all operating costs, i.e., salaries, overhead, insurance, fuel, maintenance, etc. Applicants are encouraged to coordinate their needs with other service providers in an effort to reduce costs to individual agencies.
13. **Availability of Sufficient Capital Funds** - Assurances must be made that funds will be available to cover the non-federal share of the vehicle. FTA will pay 80% of the cost of the vehicle not to exceed \$40,000.

These criteria reflect the amended ConnDOT Section 5310 Management Plan describing the program policies. The criteria have also been revised to reflect goals for coordinated transportation services required by federal mandates. The enclosed material also includes a list that corresponds to the evaluation criteria and shows the point-based system that will be used to evaluate projects on a statewide basis.

Additional information regarding the FTA Section 5310 Program can be found on pages two and three of the enclosed application. All applicants are expected to receive notice of grant approval/denial by June 11, 2010. Please contact MRPA with any questions or concerns you may have before submitting your application.

enc.

cc: Joanne Ewing, East Hampton Senior Center  
Joanne Roczniak, East Haddam Senior Center  
Susan Bransfield, Town of Portland  
Laura Francis, Town of Durham

TOWN OF CROMWELL

FIVE YEAR CAPITAL PLAN  
REQUEST DETAIL

Department: Recreation

Prepared by: Susan Schein

Fiscal Year of Request: 2008-09

Date Prepared: 1/30/09

Circle/Underline One: Capital Purchase

Capital Improvement

Item: Mulch and Equipment for Watrous and Pierson Parks

Description: Both playground areas are in need of mulch under the equipment in order to meet the safety guidelines  
For fall areas as established by the Consumer Protection Safety Commission—as the children play  
It gets worn away from the fall zones and pushed into other areas—this is an ongoing issue—If there  
Is any money left after the mulching is purchased, equipment will be updated

Approximate Cost: \$30,000

Need: The mulch will be recycled tire products (attached is the latest study validating synthetic surfacing) either mats  
Or pieces depending on what it is under and which park

**Schein, Sue**

**From:** Darren Gill [dgill@fieldturf.com]

**Sent:** Tuesday, January 27, 2009 10:06 AM

**To:** Schein, Sue

**Subject:** CONNECTICUT STUDY VALIDATES ENVIRONMENTAL SAFETY OF FIELDTURF FIELDS

**CONNECTICUT STUDY VALIDATES ENVIRONMENTAL SAFETY OF FIELDTURF FIELDS** - same type of material is used for playground mulch

**HARTFORD, CT (January 27, 2009)** – Milone & MacBroom, a Connecticut-based firm specializing in environmental science, has completed a study on the water quality, air quality, and temperature of three scholastic synthetic turf athletic fields infilled with crumb rubber and silica sand in Connecticut. Their study lasted 1 year (2008) and the results of their findings are clear, conclusive and leave no doubt that the three factors mentioned above, along with any other environmental factor, should be of no concern with regards to the safety of synthetic turf fields.

The three areas the study addressed were water quality from the runoff that passes through the synthetic turf, the temperature of the surface of the turf, and the air quality on and surrounding the synthetic field. The questions they sought to answer were:

- Does the temperature of the synthetic field become excessively hot in summer months?
- Does the crumb rubber infill material have an effect on air quality?
- Do metals leach from the crumb rubber infill material at a level that would adversely affect the quality of water?

Substantial focus has been given to possible environmental effects associated with the installation of synthetic turf athletic fields. Questions concerning the potential health effects have been raised by certain groups. Generally, these questions have been related to claims that insufficient data has been collected to reach a conclusion regarding possible detrimental health effects.

While many studies have concluded that the use of tire chip has a negligible effect upon ground water quality, few, if any, studies have been conducted concerning the effect on water quality resulting from the installation of synthetic turf athletic fields containing cryogenically treated crumb rubber produced from scrap tires.

The following is an excerpt from the conclusion of the study pertaining to water quality:

"The evaluation of the stormwater drainage quality from synthetic turf athletic fields included the collection and analysis of eight water samples over a period of approximately one year from three different fields, the collection and analysis of samples of crumb rubber in-fill from the same three fields plus a sample of raw crumb rubber obtained from the manufacturer, and the evaluation of the effect of the stone base material on the pH of the drainage water. The results of the study indicate that the actual stormwater drainage from the fields allows for the complete survival of the test species called *Daphnia pulex*. An analysis of the concentration of metals in the actual drainage water indicates that metals do not leach in amounts that would be considered a risk to aquatic life as compared to existing water quality standards. Analysis of the laboratory based leaching potential of metals in accordance with acceptable

1/27/2009

EPA methods indicates that metals will leach from the crumb rubber but in concentrations that are within ranges that could be expected to leach from native soil."

A study was designed and conducted to specifically evaluate the possible presence of benzothiazole, 4-(tert-octyl)phenol, and volatile nitrosamines in air above recently installed outdoor, crumb rubber in-filled synthetic turf playing surfaces in Connecticut.

The paragraph below is an extract from the conclusion of the study with regards to air quality:

"Twenty air samples were collected above and around two synthetic turf playing surfaces in Connecticut. Ten of the samples were analyzed for volatile nitrosamine content and 10 were analyzed for benzothiazole and 4-(tert-octyl) phenol content. The samples were collected on warm, late summer days during periods of light to calm winds. In one case, the synthetic turf surface had been groomed three days prior to the sampling. The sampling was conducted during periods when the temperature of the crumb rubber in-fill material was elevated due to exposure to the sun. The combination of air temperatures, surface temperatures, wind speed and, the recent maintenance of one of the fields, are believed to be conditions favorable for generating maximum concentrations of the analytes in the air column above and around the playing surfaces. This study determined that under favorable conditions for vapor generation, no detectable concentrations of volatile nitrosamines or 4-(tert-octyl) phenol existed in the air column at a height of four feet above the tested synthetic playing surfaces or in the air either upwind or downwind of the fields."

The following is a passage from the conclusion of the study relating to temperature:

"The results of the temperature measurements obtained from the fields studied in Connecticut indicate that solar heating of the materials used in the construction of synthetic turf playing surfaces does occur and is most pronounced in the polyethylene and polypropylene fibers used to replicate natural grass, rather than the crumb rubber particles. Rapid cooling of the fibers was noted if the sunlight was interrupted or filtered by clouds. Significant cooling was also noted if water was applied to the synthetic fibers in quantities as low as one ounce per square foot. The elevated temperatures noted for the fibers generally resulted in an air temperature increase of less than five degrees even during periods of calm to low winds."

"Promoting a healthy lifestyle has been part of the mantra of this company since day 1," said FieldTurf Tarkett CEO Joe Fields. "Our fields have always been safe for people and the environment. As members of the U.S. Green Building Council and the Environmental Protection Agency's Greenscapes program, we take the safety of our components very seriously. All the recent tests and positive results surrounding the components of our turf products confirm our dedication to safety."

All of FieldTurf Tarkett's surfaces are developed, produced and installed with a concentration on sustainability and a commitment to protecting the environment. The company calls it 'Environmental Intelligence' and lives by this principle in every way.

The installation of FieldTurf eliminates the use of harmful pesticides, fertilizers and herbicides, while at the same time removes thousands of tires from landfill sites. FieldTurf eliminates the need for mowing, fertilizing, reseeding or watering. FieldTurf helps organizations earn the necessary points needed for U.S. Green Building Council LEED certification. FieldTurf's reused rubber content and water use reduction, among other factors, can contribute towards many LEED certification points.

FieldTurf Tarkett, a Division of the Tarkett Group, is the largest entity in the sports surfacing industry

and offers unparalleled leasing capabilities, engineering, manufacturing resources, and environmental standards. In addition to its world-renowned FieldTurf and Prestige brands of artificial turf, FieldTurf Tarkett provides an equally impressive range of sports flooring products that includes synthetic and hardwood basketball, volleyball and gymnasium flooring, squash and racquetball courts, floor protection and covering systems, and weight room flooring. Also in the range of FieldTurf Tarkett products are high performance indoor and outdoor running tracks including the Beynon track surfaces, playground surfacing, commercial and residential landscaping, and a complete range of tennis and golf surfaces.

For more information, visit [www.fieldturftarkett.com](http://www.fieldturftarkett.com).

Contact:

Darren Gill  
FieldTurf Tarkett  
(800) 724-2969

You are subscribed to this newsletter as [sschein@cromwellct.com](mailto:sschein@cromwellct.com). Please [click here](#) to modify your message preferences or to unsubscribe from any future mailings. We will respect all unsubscribe requests.

Heiros Gamos Entertainment/CT RIVER MUSICFEST

Attn: Amora Corvo  
380 Main St.  
Cromwell, CT 06416  
917-974-8103

*Put on agenda please*  
*JF*

Town of Cromwell  
Office of First Selectman Flanders  
Board of Selectmen  
Finance Dept.  
41 West St.  
Cromwell, CT 06416

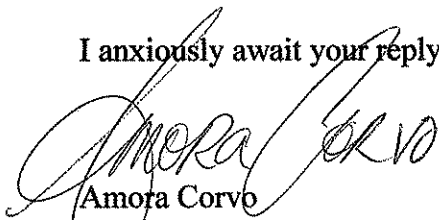
December 21, 2009

Dear Selectman Flanders and officials of The Town of Cromwell;

Good day. My apologies in the delay with this letter as I was under the weather unexpectedly. This letter serves to reiterate in writing per the BOS request made on December 9, 2009; whereupon below I shall list my "Christmas" wish. On October 10, 2009 CT RIVER MUSICFEST took place at our new Cromwell Riverport Park at Frisbee Landing with 350 people in attendance throughout the 7 hours. Months were spent promoting and marketing The Town of Cromwell, in the midst of negative political chaos. Through sponsors and ticket sales we were able to cover all expenses except the Cromwell PD. We also appeared on FOX News, Hartford Advocate, Middletown Press, Fairfield Weekly, New Haven Advocate, WESU, and many other internet marketing sites-reaching an audience of over 100,000. Police Private Duty services now total \$2,150.64 with interest (originally \$2,088). Considering we have been promoting for over 8 months and continue to promote positive creative change and business in Cromwell. As a disabled young woman, I want to thank the Town of Cromwell and its' officials for the opportunity to overcome challenges and limitations that exist for me-I have grown from this experience. If there is anything I can do to help increase the exposure and positive energy in Cromwell, feel free to call upon me for any reason. If you need any further questions, please feel free to contact me directly. I hope Santa will consider my hardwork and reward me with one of the following options:

- 1) Town of Cromwell pays the Police Duty bill in full
- 2) Town of Cromwell relieves all interest as I pay monthly to repay portion of bill that they feel I am responsible for.

I anxiously await your reply and thank you for your consideration,

  
Amora Corvo  
CEO/Artist-Heiros Gamos Ent./CT RIVER MUSICFEST

# INVOICE

**TOWN OF CROMWELL**  
41 WEST STREET  
CROMWELL, CONNECTICUT 06416

(860) 632-3456

---

**BILL TO:**  
Connecticut River Music Fest  
Heiros Gamos Entertainment  
Amora Corvo  
380 Main Street  
Cromwell, CT 06416

**DATE**  
October 15, 2009

INVOICE #1009-006

P.O.#

Please Make Checks Payable To: Town of Cromwell  
Remit To: Town of Cromwell, Finance Department

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## POLICE PRIVATE DUTY SERVICES - CONNECTICUT RIVER MUSIC FEST

10/10/2009	Sgt. Kelly	8 hrs. x \$114.00 = \$912.00
10/10/2009	Officer DiMaio	4 hrs. x \$98.00 = \$392.00
10/10/2009	Officer Mantel	8 hrs. x \$98.00 = \$784.00

TOTAL AMOUNT DUE \$2,088.00 INTEREST DUE @ 12/15/09 \$62.64  
TOTAL AMOUNT DUE @ 12/15/09 \$2,150.64

<b>TERMS</b>	<b>NET 30 DAYS FROM INVOICE DATE</b> <b>DELINQUENT INTEREST 1 ½% PER MONTH THEREAFTER</b> <b>SUBJECT TO COST OF COLLECTION IF NECESSARY</b>
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# Volunteers - garbage

Shingleton, Jeremy

**From:** Chief Salvatore  
**Sent:** Friday, May 29, 2009 5:10 PM  
**To:** Shingleton, Jeremy  
**Cc:** Capt. Nelson; Minor, Craig  
**Subject:** RE: Music Festival

\$85/mth. (678)  
portops

Sorry, I also feel that event should be capped at no more than 1,000 attendees.  
Chief

nason  
lumps  
3

-----Original Message-----  
**From:** Chief Salvatore  
**Sent:** Friday, May 29, 2009 5:00 PM  
**To:** Shingleton, Jeremy  
**Cc:** Capt. Nelson; Minor, Craig  
**Subject:** Music Festival

1 Recycles  
Bags  
55 gallon

Mr. Shingleton,

Per your request we have reviewed using the new park at the south end of River Road for a music festival and as a result make the following recommendations:

- >Please identify the bands that will be performing so that we may do research in assisting us in determining officer strength.
- >Normally officers are assigned based on type of event, traffic control and officer safety therefore, at this time, based on limited information I am requiring for every 500 persons expected, 1 police officer assigned. i.e. 1-500 1 officer, 501-1000 2 officers, etc. (this may be adjusted based on band information provided)
- >No Parking signs posted along Main Street, both sides from area of Rt 9 to South Street. River Road posted No Parking both sides from park up to South Street. Parking lot at River Park may be used but, you will need staff to monitor it and when full direct vehicles to additional off site parking. Chalk lines in parking lot to maximize capacity.
- >Discussion with Boat Club to avoid parking problems on property leased to club, staff may need to be posted to eliminate parking on this property.
- >Adequate advertisement of off site parking areas, hours of shuttle bus operation and route.
- >Proper permits for vendors.
- >No alcohol consumption. If intent is to consume alcohol with proper permits, then further review will be required.
- >After first event appropriate adjustments will be made.

Chief

Sue Schein  
Eric Hood

(VIP)  
\$35 100

10 people)

Citgo

Parking

Sendee

104.1



**Town of Cromwell**  
**Transfer Station Rules & Regulations**

**TUESDAY, THURSDAY & SATURDAY**  
**HOURS: 8:00AM - 3:00PM**  
**PHONE# (860) 632-3420**

---

**Transfer Station is located on Rte 3 (Shunpike Rd) on the Rocky Hill Border**

---

**RULES AND REGULATIONS**

**\*\*\*UPON ENTRANCE TO THE TRANSFER STATION ALL RESIDENTS SHALL BE REQUIRED TO PRESENT THEIR DRIVER'S LICENSE & CURRENT TRANSFER STATION PASS\*\*\***

**\*\*\* Each resident will be issued "one" Transfer Station Pass per household per year. Loss passes are subject to a \$100.00 replacement fee. (maximum one replacement per year)\*\*\***

**The address on the pass should match that of the Driver's License of vehicle occupant. Should they not match, pass will be subject to confiscation by Transfer Station Operator(s) and may be returned upon review by management.**

**Those residents who require assistance in the transporting of materials from their residents must obtain a "One Day Pass" either at the Town Hall - Public Works Department or on site at the Transfer Station during normal hours of operation. A One-Day Pass must be accompanied by issued Transfer Station Pass to be valid for use.**

**No hydraulic dump beds and/or hydraulic dump trailers will be allowed to operate at the transfer station. No vehicle larger than 3-cubic yard capacity and/or no trailers larger than 10' allowed.**

**Violators of the Transfer Station policy(s) are subject to fines and/or loss of privileges.**

**Facility is permitted for residential use only- Cromwell residents only!!!**

**Unauthorized vehicles, non-residents are subject to criminal prosecution!!!**

## UNACCEPTABLE ITEMS

### THE FOLLOWING ITEMS ARE NOT PERMITTED AT THE TRANSFER STATION:

1. Household trash (each resident is responsible to hire their own private trash hauler)
2. Household hazardous waste (see MDC Hazwaste Collection Schedule) Hazwaste coordinator telephone# (860) 278-3809 - for current schedule
3. Co-mingled loads/mixed bags containing trash and/or hazwaste will be refused. Transfer station operators may refuse any and all materials they deem to be unacceptable per DEP permit compliance and vendor hauling restrictions.
4. Stumps are no longer accepted at the transfer station. (Please consult yellow pages for stump grinding.)

## ACCEPTABLE ITEMS

**APPLIANCES- FREON CONTAINING:** Air conditioners, dehumidifiers, freezers, and refrigerators, all doors must be removed - limit 2 items per day (requires issued transfer station pass)

**BATTERIES:** Lead Acid- automobile, truck, motorcycle, boat etc, Nickel Cadmium- Cell phones with or without batteries (alkaline batteries are thrown in the regular trash)

**BULKY WASTE:** Household furniture, non-metal fixtures etc (requires issued transfer station pass)

**DEMOLITION:** Construction & demolition materials - 8' length maximum, roofing & siding - 1 square per day - Total load is limited to 3 cubic yards per day (requires issued transfer station pass)

**BRUSH:** Brush and tree limbs - maximum length 8' (requires issued transfer station pass)

**CLEAN FILL (NO DIRT):** Concrete, bricks & asphalt - 3 cubic yards maximum per day (requires issued transfer station pass)

**CLOTHES AND SHOES:** Clean garments only in plastic bags - place inside clothing container (no loose clothing or shoes)

**CORRUGATED CARDBOARD:** Flattened and place in recycling container

**ELECTRONICS:** Computers, Computer Monitors, Computer Mice, Computer Keyboards, Printers, TV's, VCR's, and DVD Players - Place in E-Waste container

**GLASS FOOD CONTAINERS:** Place in recycling container (containers must be rinsed and contaminate free)

**LEAVES:** Unbagged, dumped in assigned area

**MATRESSES & BOX SPRINGS:** Place in container provided \*\*Please note: one punch will be required for each mattress or box spring dropped\*\*

**METAL FOOD CONTAINERS:** Place in recycling container (containers must be rinsed and contaminate free)

**NEWSPAPER:** Place in recycling container

**OIL FILTERS:** Drain oil into oil tank provided @ facility before discarding into oil filter recycle barrel

**PLASTIC CONTAINERS 1 & 2 CODED ONLY:** Place in recycling container

**PROPANE TANKS:** Limit of 2 – 20lb or smaller cylinders per day

**PHONE BOOKS/MAGAZNES:** Assorted catalogs and magazines accepted- place in recycling container

**SCRAP METAL:** Bicycle, tools, water heaters, lawn chairs, bed frames, washers, dryers, microwaves (all non-metal materials must be removed prior to dumping)

**TIRES:** Maximum of 4 tires per day. (Tires up to 23" high performance passenger tire and 19.5" light truck are acceptable. ALL TIRES MUST BE OFF RIMS. (requires issued transfer station pass)

**WASTE OIL:** Crank case, transmission, kerosene, diesel and hydraulic - not from machines (Maximum of 5 gallons per day)

**WASTE ANTI-FREEZE:** Anti-freeze only (Maximum 5-gallons per day)

### **ALTERNATE SITES FOR DISPOSAL**

Information on this service is provided as a courtesy and in no way implies Town of Cromwell endorsement.

#### **Demolition and Bulky Waste:**

##### **CWPM**

Christian Lane, Berlin, CT

(860) 828-1162 for information

Website: cwpm.net

Hours of operation: Monday – Friday 5:00 am to 3:30 pm, Saturday 5:00 am to 10:30 am.

#### **Electronics:**

##### **The Computer Recycler**

400 Corporate Row, Cromwell, CT

(860) 632-0111 for information

Website: TheComputerRecycler.com

# memo

**Date:** 1/6/2010  
**To:** The Board of Selectmen  
**Cc:** Eileen Branciforte, Library Director  
**From:** Cromwell Belden Public Library  
**RE:** Approval of Updated Patron Behavior Policy

---

Attached, you will find the Library's current policy (previously approved by the Board of Selectmen). You will also find the Library Commission's recommend new policy. We request that you approve the new policy to superceed the out of date policy.

EGB

## **XVI. PATRON BEHAVIOR AND SECURITY POLICY**

- A. In order to keep the library a pleasant place for all; the following are prohibited:

SLEEPING

EATING/DRINKING

SMOKING

INAPPROPRIATE BEHAVIOR

TALKING LOUDLY

ANIMALS (EXCEPT SEEING EYE DOGS)

# **CROMWELL BELDEN PUBLIC LIBRARY**

## **Library Rules**

**Please be considerate of your fellow library users and refrain from the following activities:**

- Interfering with another person's use of the library
- Disturbing others with loud or unreasonable noise
- Failing to wear shirt or shoes
- Using profanity
- Fighting, running or throwing things
- Using wheeled footwear, skateboards or scooters
- Consuming food; non-alcoholic drinks with lids permitted, except where posted
- Moving library furniture
- Sleeping or lying down
- Neglecting to provide proper supervision of children
- Bringing animals, other than service animals, into the library
- Bringing in bicycles

**Approved by the Cromwell Library Commission 12/14/2009**

Persons who choose not to cooperate will be asked to leave the library under the General Statutes of Connecticut, Sections 11-32 and 11-35.

*from* Sec. 11-32: Such library and reading room shall be free to the use of the inhabitants of the city, subject to such reasonable rules and regulations as the board of trustees may adopt in order to render the use of the library and reading room of the greatest benefit. Such board may exclude from the use of such library and reading room any person who willfully violates such rules, and may extend its privileges to persons residing in this state outside the city upon such terms and conditions as it may prescribe.

**Sec. 11-35. Penalties for injuries.** The city council of such city may pass ordinances imposing suitable penalties for damaging the grounds or other property of such library and for damaging or failing to return any book belonging to such library. Each library director or board of trustees, having charge or control of such library or property, shall post in one or more conspicuous places connected therewith a printed copy of this section.

# Memo

To: John M. Flanders, First Selectman  
Board of Selectman

From: Eric E. Hood, Director of Public Works

Re: Mailbox Installation and Damage Policy

Date: November 17, 2009

It shall be the policy of the Cromwell Department of Public Works that if any mailbox or post is damaged as the result of snow removal operations, the responsibility for making repairs shall be in accordance to the following established policy.

The Department of Public Works will not be responsible for mailbox damage from snow being discharged from snow removal equipment. When a mailbox or post is damaged by direct contact from our snow removal equipment, the following will occur.

- Inspection of mailbox and post to determine cause of damage.
- Inspector will determine who is at fault (improper installation of mailbox, or plow operator error).
- Following investigation, the mailbox or post will be repaired or replaced if the plow operator is at fault.

Any mailbox and post that receive direct contact from snow removal equipment will be replaced with a standard U.S. Postmaster mailbox and post.

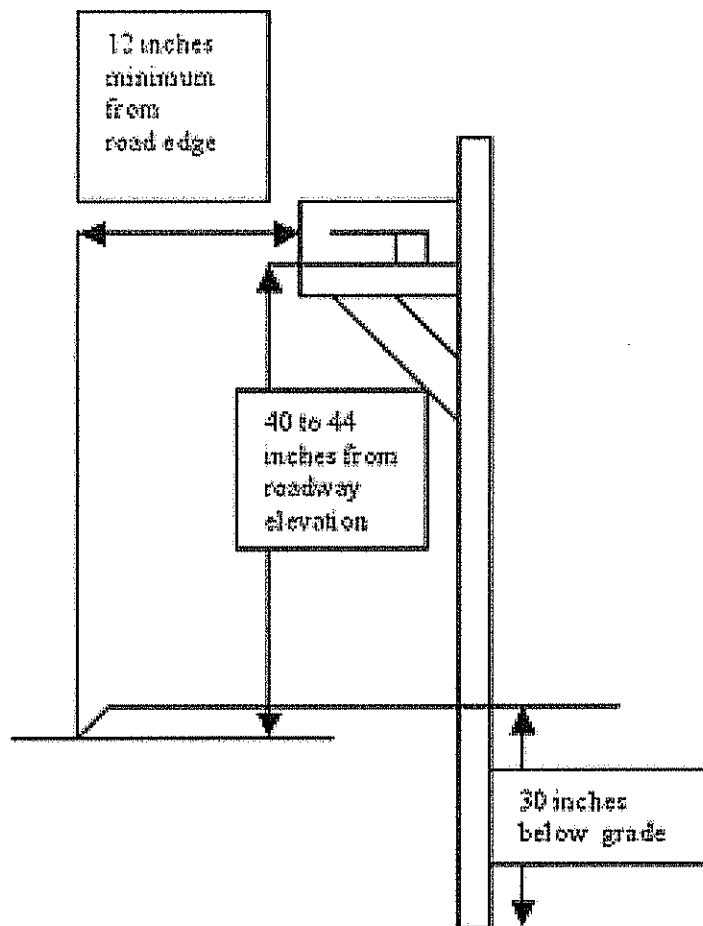
If the standard is not acceptable to the resident a claim will be submitted in the amount of \$50.00.

- The majority of mailbox and post damage is the result of improper installation or maintenance. A properly installed and maintained mailbox will withstand the snow removal operations that occur during the winter months.
- It is very uncommon that a mailbox is directly contacted with snow removal equipment.
- It is suggested that residents inspect the condition and location of mailboxes twice a year.

**The Town of Cromwell & U.S. Postal Service Mailbox Standard Installation Guidelines:**

**Mailbox and Post Installation:**

- Front of mailbox must be 12 inches minimum 18 inches maximum from curb line or edge of roadway.
- Bottom of mailbox must be 40 to 44 inches above roadway elevation.
- Post should be constructed of pressure treated wood, 4 inch by 4-inch minimum post size.
- #8 minimum size screws that are weather resistant should be used during assembly of mailbox and post. (Do not use nails)
- Proper installation and maintenance of your mailbox and post will help to prevent damage during snow removal operations.



**Approval:**

**Date:** \_\_\_\_\_

\_\_\_\_\_  
**Eric E. Hood**  
**Director of Public Works**

\_\_\_\_\_  
**John M. Flanders**  
**First Selectman**  
**Board of Selectman**

RECEIVED FOR FILING  
12/15 2009 at 1:07 P.M.  
TOWN CLERK'S OFFICE  
CROMWELL, CONN.

TOWN OF CROMWELL  
BOARD OF SELECTMEN  
REGULAR MEETING  
WEDNESDAY, DECEMBER 9, 2009  
7:10 P.M. TOWN HALL ROOM 224/5

*Gloria Prendergast, Asst.*  
TOWN CLERK

MINUTES

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

Absent:

Also Present: Chief of Police A. Salvatore, Developmental Services Director J. Mazurek, Economic Development Chairman R. Nobile, Tax Collector S. Ramsay, Zoning & Wetland Enforcement Officer F. Curtin, and Board of Education Liaison to the Board of Selectmen M. Camilleri, Public and Press.

**A. CALL TO ORDER**

First Selectman Flanders called the regular meeting to order at 7:00 p.m.

**B. APPROVAL OF AGENDA**

First Selectman added the following items to the agenda:

F. Financial,

1. Tax Refunds

e. MC Management Inc. -\$317.21

f. Thomas McNamara, - \$6.82

H. New Business

7. Approve Resolution authorizing First Selectman John Flanders to sign agreement and associated documents to construct streetscape improvements along CT Route 99.

K. Appointments

6. Planning & Zoning

b. Steve Donen-alternate, term expires 12/11

c. Linda Duren-Alternate, term expires 12/11.

7. Zoning Board of Appeals,

b. Stanley Stachura, Alternate, term expires 11/11

8. Economic Development Commission

a. Richard Duffy, Regular Member, term expires 3/10

b. Mertie Terry, Alternate Member, Term expires 3/10

9. Park & Recreation

e. William Konopka, term expires 12/13

11. Comcast Advisory Council

b. Paul Duren, term expires 12/11

12. EMS (South Central Emergency Medical Services Council)

a. Charles Epstein, term expires 10/11

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

### C. FIRST SELECTMAN'S REPORT

First Selectman Flanders reported that:

- The first Open Forum will be held on January 14, 2010 at 7:00 p.m. in Room 224/5. The topic will be Open Space and Recreation. All are welcome to attend.
- Because of complications we are having with our web-site the Selectman's e-mail addresses have not been set up.
- The board's packets for this meeting are posted on the web page in their entirety.

### D. CITIZENS COMMENTS

1. Amora Corvo, Main Street -Spoke regarding the October Music Festival and the bill that was received for Police services.
2. Stephanie Kupec, Court Place -Spoke regarding item G-1 the Spur Road. Ms. Kupec is not in favor of opening Court Place to thru traffic.
3. Bob Jahn, Woodside Road -concerned that if Newbury Road is opened to thru traffic it would become a short cut to the Woodside School. Mr. Jahn also spoke regarding the procedure for making appointments to boards and commissions and the Ethics Sub-Committee.
4. Al Ferranti, Newbury Road-Requested further information regarding the Spur Road. Mr. Ferranti inquired if the request to accept the Spur Road was to alleviate the drainage problem in Newbury Estates or if it is to address a safety issue.
5. Mike Morgan, Newbury Road- Looking for direction and information regarding the Spur Road. Mr. Morgan spoke regarding drainage problems in Newbury Estates.
6. Melanie Kelley, Court Place -Spoke regarding item G-1 the Spur Road. Ms. Kelley is not in favor of opening Court Place to thru traffic.
7. Colin Burr, Newbury Road -Would like further information before Spur Road is accepted.
8. Bob Jahn, Woodside Road -Informed the previous speakers that the water table is high in the area of Newbury Estates. Mr. Jahn also advised that they should look up the minutes of P&Z and they will see that putting that road through was a condition of P&Z's approval of the developer's application.

### E. STAFF AND COMMISSION REPORTS

1. Economic Development Commission Chairman R. Nobile  
Chairman Nobile gave an update to the board regarding the Economic Development Commission. Chairman Nobile informed the board that it is his opinion that a paid Economic Development Coordinator is needed to move the town forward.  
A lengthy discussion followed.

Selectman Halibozek requested an update on 14 Alcap Ridge. Chairman Nobile stated that he is also interested in the status. Mr. Nobile stated that there is an interested party. First Selectman Flanders stated that since discussion of Alcap Ridge is not on tonight's agenda he would be willing to place it on a future agenda.

2. Director of Developmental Services J. Mazurek submitted a written report, which is attached to the minutes, and was available for questions. Mr. Mazurek also gave a report regarding Stocking Triangle.

#### **F. FINANCIAL**

1. Approve Tax Refund List.
  - a. Financial Service Vehicle Trust -\$433.00
  - b. VW Credit Leasing LTD -\$84.95
  - c. Benjamin J. or Amber M. Bonafonte -\$42.50
  - d. Tricia M. Duguay -\$335.13
  - e. MC Mangement Inc. -\$317.21
  - f. Thomas McNamara -\$6.82.

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

2. Authorize the First Selectman to apply for and sign the Emergency Preparedness Grant.

**Motion** made by A. Waters seconded by A. Halibozek and *unanimously carried* to authorize the First Selectman to apply for and sign the Emergency Preparedness Grant.

#### **G. UNFINISHED BUSINESS**

1. Acceptance of Spur Road in Newbury Estates by the Town of Cromwell.-Tabled

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

Director of Developmental Services J. Mazurek presented the history of the request. The consensus of the board was to request the First Selectman to contact the Town Attorney for an update and put the item back on the table.

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

2. Discussion and possible action to approve Ethics Ordinance. -Tabled until December.

Left on table.

3. Discussion and possible action to approve Street-Scape Dining Policy-Tabled
- Motion** made by R. Newton seconded by A. Spotts and *unanimously carried* to remove from the table.

A short discussion followed.

Motion made by A. Halibozek seconded by A. Waters and *unanimously carried to table.*

#### H. NEW BUSINESS

1. Approve request for Educational Assistance from Officer M. McCarter for winter 2010 session -\$1,000.

Motion made by A. Waters seconded by A. Spotts and *unanimously carried to approve Educational Assistance for Officer McCarter for winter 2010 session - \$1,000.*

2. Appoint committee for selection of a Town Attorney.

After a short discussion the consensus of the board was to appoint a study group of five members to bring their recommendations to the board for selecting a Town Attorney. The group will consist of First Selectman Flanders, Selectmen Newton and Varricchio, the Chairman of Planning & Zoning and the Chairman of the Board of Finance.

3. Appoint Code of Ethics Sub-Committee.  
No action taken.

4. Discussion and possible action to award Construction Contract to Quality Associates, the low bidder in the amount of \$764,945.50 for the Summit Phase 1 project.

- a. Authorization to proceed with Easement Acquisition for drainage rights with Holy Apostles College.

Motion made by R. Newton seconded by A. Spotts and *unanimously carried to award Construction Contract to Quality Associates, the low bidder, in the amount of \$764,945.50 for the Summit Phase 1 project and authorization to proceed with Easement Acquisition for drainage rights with Holy Apostles College.*

5. Discussion and possible action to award Construction Inspection Services Contract to Weston & Sampson, not to exceed amount of \$148,704.00 for the Summit Phase 2 project.

Motion made by R. Newton seconded by A. Spotts and *unanimously carried to award Construction Inspection Services Contract to Weston & Sampson, not to exceed amount of \$148,704.00 for the Summit Phase 2 project.*

6. Discussion and possible action to proceed with the T&D Auto Phase 1 Environmental Assessment.  
No action taken.

7. Approve Resolution authorizing First Selectman John Flanders to sign agreement and associated documents to construct streetscape improvements along CT Route 99.

Motion made by R. Newton seconded by A. Waters and *unanimously carried* to approve resolution authorizing First Selectman John Flanders to sign agreement and associated documents to construct streetscape improvements along CT Route 99.

#### I. MINUTES

1. Special Meeting, November 18, 2009

Motion made by R. Newton seconded by A. Spotts and *unanimously carried* to approve minutes of the November 18, 2009 Special Meeting.

#### J. RESIGNATIONS

1. Library Commission
  - a. Allan Spotts
2. Economic Development Commission
  - a. Allan Spotts
3. Cromwell Water Pollution Control Authority
  - a. William Pie`

Motion made by A. Waters seconded by R. Newton and *unanimously carried* to approve resignations 1 - 3.

#### K. APPOINTMENTS

1. Sub Registrar
  - a. Cromwell Funeral Home and Doolittle Funeral Home
2. Civil Preparedness Director
  - a. Fred Curtin
3. Municipal Agent for the Elderly
  - a. Catherine Jackson
4. Town/Labor Attorney
  - a. Kenneth Weinstock, Kainen, Escalera & McHale P.C.
5. Board of Finance
  - a. Paul Beaulieu, Alternate reappointment, term expires 12/11
6. Planning and Zoning
  - a. Fred Hayward, Alternate reappointment, term expires 12/11
  - b. Steve Donen, Alternate, term expires 12/11
  - c. Linda Duren-Alternate, term expires 12/11
7. Zoning Board of Appeals
  - a. Jeffrey Ramia, Alternate, term expires 11/11
  - b. Stanley Stachura, Alternate, term expires 11/11
8. Economic Development Commission
  - a. Richard Duffy, Regular Member, Term expires 3/10.
  - b. Mertie Terry, Alternate Member, Term expires 3/10.
9. Parks & Recreation
  - a. John Schmaltz, reappointment, term expires 12/13
  - b. Joseph Ramirez, reappointment, term expires 12/13
  - c. James Mullen, reappointment, term expires 12/13
  - d. Phil Gregory, reappointment, term expired 12/13

- e. William Konopka, term expires 12/13
- 10. Inland Wetlands and Watercourses Agency
  - a. G. Aiden Nettleton, Regular Member, to fill vacancy, term expires 12/11
- 11. Comcast Advisory Council
  - a. Marco Iacoveillo, term expires 12/11
  - b. Paul Duren, Term expires 12/11
- 12. EMS (South Central Emergency Medical Services Council)
  - a. Charles Epstein, term expires 10/11

*First Selectman Flanders advised the board that Charlie Epstein showed interest in the position of Civil Preparedness Director and inquired if the board would like to consider his name as well. Since there was no response the question was moved.*

**Motion** made by A. Waters seconded by A. Spotts and *unanimously carried* to approve appointments 1 - 12.

#### L. GOOD & WELFARE

A. Waters spoke regarding the 8 trees on River Road, which were cut down on town property, by the resident on River Road. Selectman Waters asked what recourse the town has. First Selectman Flanders said he would investigate the matter and put it on the next agenda. Selectman Halibozek stated that she referred to the Charter and the Planning and Zoning Regulations and found no penalty for people doing damage to town property. Ms. Halibozek suggested that an ordinance should be adopted and penalties imposed for people that damage town property. Zoning & Wetland Enforcement Officer F. Curtin presented an update to the board regarding the incident. Mr. Curtin stated that at the last meeting of Inland Wetlands the Commission didn't take any action but recommended that the resident contact Wendy Goodfriend and do some plantings that would fit the area. They will leave the stumps in place to take care of the erosion. The incident was forwarded to the State and they will take no action. Selectman Newton suggested that this is a matter for the Army Corps of Engineering, for their comment; since it is tidal wetlands and under their jurisdiction. Selectman Ahlquist recommended that Tree Warden E. Hood should be contacted in regard to this matter.

#### M. LIAISON REPORTS

- A. Halibozek -Inland Wetlands and Watercourses Agency
- A. Varricchio -Planning & Zoning
- R. Newton -Mid State Regional
- A. Waters -Historical Society
- A. Spotts -Board of Education (give by Board of Education Liaison M. Camilleri at the request of Mr. Spotts).

**N. EXECUTIVE SESSION**

1. Discussion and possible action for Sale of Town property.

**Motion** made by R. Newton seconded by A. Waters and *unanimously carried* to adjourn to Executive Session at 9:27 p.m.

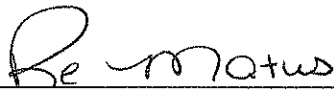
By general consensus the board came out of Executive Session at 9:48 p.m.

No action taken.

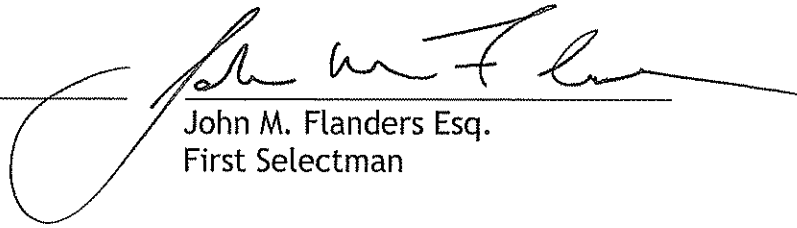
**O. ADJOURNMENT**

**Motion** made by R. Newton seconded by P. Ahlquist and *unanimously carried* to adjourn the meeting at 9:49 p.m.

Respectfully submitted,



Re Matus  
Secretary



John M. Flanders Esq.  
First Selectman

Steven R. Donen  
182 Skyview Drive  
Cromwell, CT 06416

RECEIVED FOR FILING  
1/4 2010 at 1:30 P.M.  
TOWN CLERK'S OFFICE  
CROMWELL, CONN.

Darlene A. DiProto  
TOWN CLERK

December 30, 2009

Hon. John M. Flanders  
First Selectman  
Town of Cromwell  
41 West Street  
Cromwell, CT 06416

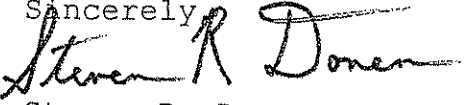
Dear John:

As you know, I returned home from vacation earlier this month and was surprised to learn that the Democratic Town Committee had recommended me as an Alternate to the Planning and Zoning Commission and that the Board of Selectman acted on that nomination at their December 9th meeting.

Unfortunately, my responsibilities to my business in 2010 will not allow me to commit the time to serving as an Alternate on the Planning and Zoning Commission next year.

Since the Board of Selectman has already acted on this nomination, it would appear that I need to tender my resignation so that it can be filled by another qualified individual who can commit the time to this position.

Thank you for your attention to this matter.

Sincerely,  
  
Steven R. Donen

cc: Hon. Darlene DiProto

Anna Marie Porriello  
P.O Box 239  
22 Morning View Drive  
Cromwell, CT 06416

**EDUCATION**

Springfield College, BS  
School of Human Services

**EMPLOYMENT**

IAM Center for Administering Rehabilitation and Employment Services 1984 – 2002  
Project Director  
East Hartford, CT

CONSTRUCTIVE WORKSHOPS, INC., 1979 -1984  
Job Developer/Placement Specialist  
New Britain, CT

SOUTHINTON CHAMBER OF COMMERCE 1977- 1979  
Jobs Program Coordinator  
Southington, CT

**EMPLOYMENT SUMMARY**

Twenty-five years of experience as a job development and placement specialists for people with disabilities. Job development entailed interfacing with employers from large and small company's thought-out state. Each employer had to build a trust in my ability to match my client's skills with the positions they had available.

**ACHIEVEMENTS**

- \* Placed 98% of all referrals
- \* Received National Placement Counselor of the year in 1983
- \*Coordinated Workers Compensation Seminar:  
“**Strategies for Assisting your Disabled Workers**” to demonstrate cost effectiveness of returning employee's back into the workforce. Seminar drew over one hundred representatives from Connecticut businesses.