

Town of Cromwell, CT  
Board of Finance  
Regular Meeting  
Thursday, December 13, 2018  
Town Hall Room 7:00 P.M. Room 219

**Minutes and Record of Vote**

Present: Chairman John Henehan, Amanda Drew, Steve Wygonowski, Ed Maley Jr., Alternates Dan Kelly and Allan Spotts

Not Present: Vice Chairman Julius Neto, Bob Milardo and Alternate Jon Dzurka

Also Present: Town Manager Anthony Salvatore, Finance Director Marianne Sylvester and Captain Kevin VanderSloot

**Called To Order** – Chairman John Henehan called the Regular Meeting dated December 13, 2018 to order at 7:00 p.m.

**Pledge of Allegiance** – The Pledge of Allegiance was said by all.

**Seat Alternates** – A motion was made by Ms. Drew and seconded by Mr. Wygonowski to seat alternate Allan Spotts. ***All in Favor – Motion Passed.***

Another motion was made by Mr. Maley and seconded by Mr. Wygonowski to seat Alternate Dan Kelly. ***All in Favor – Motion Passed.***

**Approval of Agenda** – A motion was made by Mr. Wygonowski and seconded by Mr. Spotts to approve the amended agenda dated December 13, 2018. ***All in Favor – Motion Passed.***

**Approval of Minutes of Previous Meetings** –

**Regular Meeting of November 15, 2018** – A motion was made by Ms. Drew and seconded by Mr. Wygonowski to approve minutes as amended of the Regular Meeting dated November 15, 2018.

***5 Approved and 1 Abstained (Ms. Drew) – Motion Passed***

- Page 2, last paragraph, 2<sup>nd</sup> Sentence                      Change Joe to Doug
- Page 3 first full paragraph 5<sup>th</sup> Sentence                      Change Approved Lis to Approved List

**Citizens Report** – None

**Report of the Town Manager** – Town Manager Anthony Salvatore reported that they closed on the Community Field Parking Lot and Engineering is reviewing the property, so they can come up with recommendations for improvements. He hopes to have it ready to start Spring 2019.

Mr. Salvatore also noted the work for the Willowbrook Road Project is considered complete. There may be a few minor things to do. He also mentioned that Spring 2019 that work should be started on the Cole Road Project and start the North Road Extension Bridge replacement.

The Budget appears to have no issues and seems to be on target. He stated that the Finance Director will comment on specifics.

Mr. Salvatore is also happy to report that in the second round of bonding we put in for the Community Activity Grant for sidewalks on the North end of Main Street by Geer Street, Woodside to Washington St and the entire area (connecting the sidewalks). Approximately 4100 linear feet of sidewalks to be installed. The Town will be collecting \$397,000 for this project which is 100% reimbursed. Additional conversation took place regarding this subject matter asking about timeline and specifics of the grant.

Dan Kelly complimented a job well done on the Willowbrook Road Project. Mr. Salvatore noted that he would pass on the compliment to the parties involved with the project. Mr. Salvatore also noted that he is looking into possibly extending the sidewalk all the way to Evergreen. He is estimating that it will cost approximately \$80,000. He would like to consider extending the sidewalk on Evergreen down to Washington Street from where it stops (close to Route 3). Also considering doing the same thing on Coles Road between Route 9 to Route 3.

Mr. Salvatore also wished all Happy Holidays.

**Report of the Finance Director** – Finance Director Marianne Sylvester reported that the Budget Reports are through the end of November 2018. There doesn't appear to be any significant issues and appears that we are on target. A positive start the fiscal year.

Discussion regarding some of the jumps on some of the line items from November to December. It was explained the funds might have been transferred (such as for Public Works) and additional hours work due to the elections (for the Registrar's office). Nothing specific comes to mind but will look into it and report back at the next meeting.

The Town Manager added that he went out for proposal for the new Highway/Water Pollution Control facility). Four proposals were received which were all close in price. The Town Council gave authority to go forward with the low bid from D'Amato Construction in Bristol CT. He mentioned that the Finance Director will put together the Finance package which will be presented for approval by the Town Counsel and then the Finance Board. Low bid was approximately \$6.9 million (NOTE: 28% to come from Water Pollution Control). Mr. Salvatore noted some concerns and changes due to compliance with DEP. Proposals are in the process to accommodate for these changes. The goal is to have the Highway/Water Pollution Control facility built where the Transfer Station is and set up the new Transfer Station in the general area. Also, would like to move the salt shed and re-evaluate the placement of the other structures on the property. Additional discussion regarding this matter took place.

Comments made regarding the nice job done for the driveway to accommodate the semi's entering and leaving this area.

Additional conversation about the new construction taking place and new businesses coming into Cromwell. Mr. Salvatore encouraged everyone to check out the website to view the drone view of the property where Price Rite is going in.

**Report of The Tax Collector** – Finance Director Marianne Sylvester reported that a new tax collection's report was included in this month's packet. It reports data thru November 2018.

**Old Business** – None

**New Business** –

1. **Discussion and action to appropriate \$10,000 within the Capital/Non-Recurring Fund for a 2019 JAG Local VCP Grant program, to be fully reimbursed.** A motion was made by Mr. Spotts and seconded by Ms. Drew to approve the appropriation of \$10,000 within the Capital/Non-Recurring Fund for the 2019 JAG Local VCP Grant which will be fully reimbursed. *All in Favor – Motion Passed.*

Captain VanderSloot presented the specifics of the 2019 JAG Local VCP Grant and provided copies of the inter-office memo requesting funds as well as the application for the grant that explains the details of the grant. This grant will be used to train officers. To carry out such specialty training as a shoot/don't shoot scenario and used for qualifications in the Spring.

**Board of Education-Liaison Report** – Mr. Drew reported that the Board of Education had a little more than \$500,000 surplus. \$200,000 will go back into their account and the balance will be given back. This should take place either January or February 2019.

Discussion regarding possible legal matters and the funds to cover them. It was noted that it may be substantial, but it is too early to tell.

**Chairman's Comments** – Chairman Henehan wished everyone Happy Holidays and was glad to make a meeting.

**Vice-Chairman's Comments** – None

**Good and Welfare** – None

**Adjournment** – A motion was made by Mr. Kelly and seconded by Ms. Drew to adjourn meeting at 7:31 p.m. *All in Favor – Motion Passed*

Respectfully submitted,

Cynthia Hardacker

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Recording Clerk