## TOWN OF CROMWELL TOWN COUNCIL TOWN HALL COUNCIL CHAMBERS 41 WEST STREET, CROMWELL, CT 06416

## AMENDED REGULAR MEETING AGENDA

Wednesday, January 10, 2024
7:00 p.m.
A. CALL TO ORDER
B. PLEDGE OF ALLEGIANCE
C. APPROVAL OF AGENDA
D. COMMISSION CHAIRMAN REPORTS/LIAISON REPORT/STAFF REPORTS

1. CMS Building Committee
E. PRESENTATION OF PROCLAMATION
F. MAYOR'S UPDATE
G. TOWN MANAGER'S UPDATE
H. TOWN COUNCIL LIAISON REPORTS
I. FINANCIAL/FINANCE DIRECTOR'S UPDATE
2. Budget Report
3. Tax Refunds
4. Set dates and times for 2024-2025 budget workshops (March)
5. Authorize Mayor to set date and time for public hearing on the Capital Improvement Program (March).
6. Authorize Mayor to set date and time for Special Town Meeting to approve Sewer Usage Budge and Sewer Assessment Budget (March)
J. CHIEF OF POLICE'S UPDATE
K. PUBLIC WORKS DIRECTOR'S UPDATE
L. CITIZEN COMMENTS (limited to 2 minutes per speaker, please be respectful)
M. NEW BUSINESS
7. Discussion and possible approval of (pilot) Curbside Collection Program administered by Solid Waste Division

## TOWN OF CROMWELL TOWN COUNCIL <br> TOWN HALL COUNCIL CHAMBERS 41 WEST STREET, CROMWELL, CT 06416

2. Discussion and possible action regarding the status of the Multi-Purpose Field Project and the Athletic Field Committee's Charge
3. Discussion and possible action of Climate and Culture Study Town Council

Recommendations
4. Town Manager's Goals and Objectives for 2024

## N. APPROVAL OF MINUTES

1. October 11, 2023 Regular Meeting Minutes
2. October 17, 2023 Special Meeting Minutes
3. October 25, 2023 Special Meeting Minutes
4. October 25, 2023 Public Hearing Minutes
5. November 13, 2023 Regular Organizational Meeting Minutes
6. December 13, 2023 Special Meeting Minutes
7. December 13, 2023 Regular Meeting Minutes

## O. APPOINTMENTS/REAPPOINTMENTS/RESIGNATIONS

Appointments:

1. Katie Daigle (D), Cultural District Commission, regular member for a term expiring 1/10/2026
2. Ann Grasso (D), Cultural District Commission, regular member for a term expiring 1/10/2026
3. Rosemary Matus (R), Cultural District Commission, regular member for a term expiring 1/10/2026
4. Paige Nardiello (R), Cultural District Commission, regular member for a term expiring 1/10/2026
5. Anthony Palmieri (D), Cultural District Commission, regular member for a term expiring 1/10/2026
6. Kelley Ann Salemi (D), Cultural District Commission, regular member for a term expiring 1/10/2026
7. Danielle Tencza (D), Cultural District Commission, regular member for a term expiring 1/10/2026
8. Diane Wiegert (D), Economic Development Commission, regular member for a term expiring 1/1/2028

## Re-appointments:

1. Robert Donohue (R), CWPCA, regular member for a term expiring $1 / 1 / 2028$

## P. INFORMATIONAL ITEMS

Q. ADJOURN

## CR*MWELL

Recreation

Scott Kieras Recreation Ditector

> SHELBY JONES Program Coordinator

Rosanne Krajewski
Administrative Assistant

## MEMORANDUM

TO: $\quad$ Anthony Salvatore, Town Manager
FROM: Scott Kieras, Recreation Director

DATE: January 2, 2024
RE: January Recreation Department Updates

Below is an update of information from our Recreation Department:

* We had our $2^{\text {nd }}$ Annual Town of Cromwell Farmers Market Craft Fair on Saturday, December $9^{\text {th. }}$. This Craft Fair was held in Town Hall Gymnasium, Lobby, Senior Center, Arch Room and Belden Room. Attendance was once again high with the majority of vendors very happy with our turnout. We cannot expand any more due to facility constraints available at Town Hall. We had several vendors on a wait list for this past event.
* Youth Basketball began with practice starting December $1^{\text {st }}$. Games will begin in January of 2024 and the program will run through March.
* We will start planning our Spring / Summer offerings which include Summer Concerts, Movies, Summer Camps, Farmers Market, etc. Our brochure will come out late winter / early March.
* The Watrous Pavilion was removed in December by town staff. The contractor will be poring the fittings soon so the new pavilion can be erected in early Spring. Our hope is that this can happen to avoid delays in rentals. The new pavilion will be well received by residents. Additional work surrounding pavilion will be done by town staff. Some of this work includes removal of trees, adding additional top soil and planting grass for an increased recreational area for the rentals.

If you need further information concerning the aforementioned information do not hesitate to contact my office. Thank you.

To:
From:
Town Manager Salvatore

Date:

Re:
Cromwell Belden Public Library Report

## Statistics for the month of December

Door Count: 4,522
Circulation: 8,941
Programs: 44 Attendance: 862
Downloads: (Overdrive, Hoopla, Kanopy) 1,134
Computer Sessions: 384
Study Rooms: 107.5 hours/87 People
Staff-Currently interviewing to fill a part time vacancy.
Strategic Library Plan-Library staff will begin using the Eisenhower Matrix template to determine what and when during the upcoming three years we will be implementing the goals brought forward in the strategic plan. The release of the plan has a tentative date of 1/22/2024.

Food Scraps-We are currently exploring speakers and entertainers for upcoming events and school visits to promote the Town of Cromwell's Food Recycling Program this Spring.

Budgets/Council Meeting-I have begun working on the Library's 2025 Budget as well as talking points for the Library Presentation for the Council on January 18 ${ }^{\text {th }}$.

## Upcoming Events not to miss!

Chilly Chicks! This year we are hatching chicks in the winter. Eggs arrive on the $23^{\text {rd }}$ of January.

Extended Study Hours The library will be open until 9 PM on January $16^{\text {th }}$ and $17^{\text {th }}$ for high school students to prepare for exams. We will have pizza and therapy dogs available to make studying stress free.

All About Opossums: Backyard Wildlife February $17^{\text {th }}$ at 2 PM the Ferncroft Wildlife Rescue will teach us about supporting wildlife in the winter and wildlife rehabilitation and snap a photo with an opossum!

TOWN OF CROMWELL HUMAN SERVICES
TOWN HALL, 41 WEST STREET

## Memo

TO: $\quad$ Town Manager/Town Council
FROM: Amy Saada, Director of Human Services
DATE: 01/03/2024
RE: $\quad$ Human Services Director Report

## Senior Center

- We are excited to announce we have hired a new Part Time Driver, Royal Sawyer. His first day was 01/02/24.
- In late October, the Department of Transportation conducted a site visit (the first time Cromwell had been selected for an in-person visit) and the final review of our Site Visit for Section 5310 for The Town of Cromwell was as follows:
"According to this audit and subsequent documentation submitted by The Town of Cromwell, we find this transportation program to be in Section 5310 compliance. You have filed all of your quarterly reports, have your pretrip inspection reports in order; have your ADA required written policies regarding allowing passengers with service animals, passengers traveling with respirators or portable oxygen, passengers traveling with or without a mobility device who wish to use the lift to board your vehicles, and do not have restrictions on passenger boarding time. You are in Title VI compliance, have Title VI information and a form for complaints on your website and have posted Title VI signs in prominent places both inside your agency and on board your 5310 vehicle/(s). The CTDOT Title VI office is satisfied with your Title VI. There is no further action requested for The Town of Cromwell, from the Traditional Section 5310 Team at this time".


## Some Upcoming Special January Programs:

01/03- Technology Tips \& Tricks- social media, amazon, Nefflix, ordering meds online and more!
01/22- Scams Targeting Older Adults- presented by the Better Business Bureau of CT
01/24-Paint \& Snack event, a Snow Winter Theme

Local Trips this Month-
$01 / 10-$ McGivney Pilgrimage Center and Lunch at Olives \& Oil in New Haven
01/17- Shopping at the Paper Store, Barnes \& Noble, Lunch at Bricco Trattoria
01/24- Saddlers Ordinary \& Marlborough Barn
01/31- Lessard Lanes- indoor mini golf and 2 games of bowling and lunch

Upcoming Friendship day and overnight Tours:
3/16- Fireplace Feast at Salem Cross Inn; 3/27- The Orchid Show at NY Botanical; 5/01-Daffodil Days Narragansett Bay 5/14-Neil Diamond Tribute; 3 different cruises; San Antonio.

## Human Services

- We are excited to announce we have officially started a Food Pantry at Cromwell High School. We have brought food to fill the pantry on 01/03/24 and the school is going to launch this new in school service soon. We are going to do a naming contest with the students. We want a fun name, taking the stigma out of using a food pantry. When kids have access to healthy meals every day, they feel better, do better in school and have fewer behavior problems. They have what they need to grow and just be kids. The national school breakfast and lunch programs are a tremendous part of the effort to make sure kids thrive, but when school is over for the day, there are gaps that need filling. They may have forgotten to pack a lunch, they may have forgotten to bring a snack when they have to stay after school for sports and won't be home until after dinner time. They may need food at home because a parent was in the hospital and couldn't go grocery shopping or parents were busy caring for an elderly loved one and didn't have time to shop. There are many reasons and we don't ask why...we just want to make sure that there are opportunities to get food if food is needed.


## Youth Services

- The Diaper Bank celebrated it's one-year anniversary in December! Qualifying families can receive a monthly allotment of diapers to help offset the costs of caring for their child, along with any other donated baby care items we have in stock (while supplies last.)
- Join us in making Valentines for Veterans on Thursday, January 25 from 5:00PM - 6:00PM at Town Hall. If you are a Veteran who would like to receive a card, please call Cromwell Youth Services Office at (860) 632-3448.
- Save the Date! Thursday, March 7, 2024 from 5:30PM - 6:45PM for the Fifth Annual Family Resource Expo and PreK Showcase in the Town Hall Gym.
- Youth Services has a partnership with Big Brothers Big Sisters for a mentoring program. Mentors are needed!! We have social media posts for recruitment and we ask everyone to help us share the posts and if interested in joining the community based mentoring program for just a couple of hours per month, contact Youth Services.


# Town of Cromwell Office of the Town Manager 

## TOWN MANAGER'S REPORT

Date: January 2, 2024
To: Members of the Town Council
From: Anthony J. Salvatore, Town Manager
Subject: Town Manager's Report for 1/10/2024 Town Council Meeting

- Negotiations are still in progress with IUOE (Public Works Union). We have another negotiation meeting set for January $9^{\text {th }}$.
- December $15^{\text {th }}$ - I met with the Chamber of Commerce President Johanna Bond regarding the traffic light removal on Route 9.
- December $15^{\text {th }}-1$ attended the Senior Center's "Conversation with the Mayor and Town Manager".
- December $19^{\text {th }}$ - A Staff Meeting was held to discuss the budget process, to remind staff of timelines and when to expect their budget documents from the Finance Department.
- January $3^{\text {rd }}-1$ attended the Mayor's Community Forum via Zoom.
- Beginning January $8^{\text {th }}$, our IT consultant is now on site 5 days a week for 4 hours a day.
- The electric charging stations located at the Town Hall and the Community Field Parking Lot are installed and will be activated and ready to use early this month.
- We continue to work with the architect on the updates to Pierson Park.
- We continue to work on the following initiative:
- Engineering - Pierson Park Economic Development and Various Commercial and Residential Projects


## TOWN OF CROMWELL

DATE: JANUARY 4, 2024
TO: ANTHONY J. SALVATORE, TOWN MANAGER
FROM: SHARON DEVOE, FINANCE DIRECTOR


## RE: DECEMBER TOWN COUNCIL REPORT

I am submitting budget reports for fiscal year 2024 for the Town Council meeting on January $10^{\text {th. }}$. The reports reflect activity through the end of December.

Expenditures are reasonable for this point in the fiscal year. Revenue is also on target compared to budget levels. I do not have any budget concerns at this time to bring to the Town Council's attention.

We have started the Fiscal Year 25 budget process. All Departments have to submit their budget requests to the Finance Department before January $23^{\text {rd }}$ so that a budget recommendation book can be submitted to the Town Manager before February 1st. A copy of the budget schedule is included in your packet. A long-range capital planning meeting is scheduled for January $18^{\text {th }}$. The Annual Comprehensive report as well as the Federal and State Single Audit will be available at the February meeting.

Let me know if you have any questions or wish to discuss anything further.
Thank you.

## YEAR-TO-DATE BUDGET REPORT

## FOR 202406



## YEAR－TO－DATE BUDGET REPORT

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001 TOWN MANAGER＇S OFFICE
002 TOWN CLERK＇S OFFICE 002 TOWN CLERK＇S OFFICE 004 PLANNING COMMISSION BOARD OF FINANCE COMM 08 CHARTER REVISION COM APPEALS BOARD OF ASSESSMENT APP
ZONING BOARD OF APPEALS
COMM．FOR DISABLED PEOPLE DONATIONS AND DUES TOWN COUNCIL
CENTRAL SERVICES INSURANCE EXPENSE DEVELOPER／PLANNER FINANCE DEPARTMENT
ASSESSOR＇S OFFICE UBLIC WORKS ADMIN． ENGINEERING REMOVAL OLILDING INSPECTION UUILDING MAINTENANCE PARKS \＆GROUNDS UBLIC WORKS－OTHER OLICE DEPARTMENT EMERGENCY MANAGEMENT ANIMAL CONTROL
HEALTH DEPARTME HEALTH DEPARTMENT
HUMAN SERVICES SENIOR SERVICES RANSPORTATION SERVICES IONDED DEBT
EMPLOYEE BENEFITS 090 BOARD OF EDUCATION
119 DEVELOPMENT COMPLIANCE


| Posted Refund Tx Condition(s) Bill <br> Dist/Susp/Bank | ansaction (s) TOWN Name Address | Int Date: 01/04/2024 <br> Prop Loc/Vehicle Info. UniqueID/Reason | Date: 01 | $\begin{aligned} & 1 / 2024 \\ & \text { Paid Date } \end{aligned}$ | Tax | Int | L/F | $\begin{gathered} \text { Total } \\ \text { Adjusted } \\ \hline \end{gathered}$ | $\underset{\text { Tax }}{\text { Overpaid }}$ |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | 2021/5TDGZRBH7MS541562 |  |  | 915.31 | 0.00 | 0.00 | 915.31 |  |
| $\begin{aligned} & 20 \\ & 1 \end{aligned}$ | 3200 WEST RAY ROAD | 62092 |  | 12/12/2023 | 998.15 | 0.00 | 0.00 |  | -82.84 |
| M017 | CHANDLER AZ 85226 | Sec. 12-129 Refund of Excess | Payments. |  |  |  |  |  |  |
| 2022-01-0004972 | SMITH RICHARD A | 1 IA SMITH FARM ROAD |  |  | 259.40 389.10 | 0.00 0.00 | 0.00 | 389.10 | -129.70 |
| 1 - | 16 CREST DRIVE | 10500700 12 Refund of Excess | Payments. | 12/8/2023 |  |  |  |  |  |
|  | CROMWELI CT 06416 BLUNDO ERANCESCO | Sec. $1208 / 4 \mathrm{~S} 3 \mathrm{LL} 696683205245$ |  |  | 187.40 | 0.00 | 0.00 | 187.40 |  |
| ${ }_{1}^{2022-03-0051274 ~}$ |  | 51274 |  | 12/22/2023 | 224.99 | 0.00 | 0.00 | 224.99 | -37.59 |
|  | CROMWELL CT 06416-1312 | Sec. 12-129 Refund of Excess | Payments. |  |  |  |  |  |  |
| 2022-03-0052577 | COLAVECCHIO PAMELA M | 2008/उTMBK32VX86049924 |  |  | 44.41 | 0.00 | 0.00 | 44.41 | -133. 23 |
| 1 | 24 GREENWAY DR | 52577 - 20 Pefund of Excess |  | 11/14/2023 | 177.64 | 13.96 |  |  | -133.23 |
|  | CROMWELL CT $06416-2571$ FTNANCTAL SER VEH TRUS'? | $\begin{aligned} & \text { Sec. 12-129 Refund of Excess } \\ & \text { 2019/WBXHT3C51K5L36400 } \end{aligned}$ | Payments. |  | 164.70 | 0.00 | 0.00 | 164.70 |  |
| $\begin{aligned} & 20 \\ & 1 \end{aligned}$ | FINANCIAL SER VEH TRUST 5550 BRITTON PKWY | 54418 |  | 12/29/2023 | 658.78 | 0.00 | 0.00 | 658.78 | -494.08 |
| M007 | HILLIARD OH 43026 | Sec. 12-129 Refund of Excess | Payments. |  |  |  |  |  |  |
| 2022-03-0054426 | Findncial ser veh trust | 2020/WBA5U9C06LFH86138 |  |  | 502.03 | 0.00 | 0.00 | 502.03 |  |
| 1 | 5550 BRITTON PKWY | 54426 |  | 12/29/2023 | 1,004.06 | 0.00 | 0.00 | 1,004.06 | -502.03 |
| M007 | HILLIARD OH 43026 |  |  |  |  |  |  |  |  |
| 2022-03-0062472 | TOYOTA LEASE TRUST | 2019/2T3G1RFV5KW024442 |  |  | 446.68 595.55 | 0.00 | 0.00 | 595.55 | -148.87 |
| 1 . | 3200 WEST RAY ROAD | 62472 |  | 11/15/2023 |  |  |  |  | -148.87 |
| M014 $2022-03-0063164$ | CHANDLER AZ 85226 | Sec. 12-129 Refund of Excess 2019/WAUENAF4XKNO16491 | Payments. |  | 350.72 | 0.00 | 0.00 | 350.72 |  |
| ${ }_{1}^{2022-03-0063164 ~}$ | VW CREDIT LEASING LTD 1401 ERANKLIN BLVD | 63164 |  | 11/29/2023 | 701.43 | 0.00 | 0.00 | 701.43 | -350.71 |
| M018 | LIBERTYVILLE IL 60048 | Sec. 12-129 Refund of Excess | Payments. |  |  |  |  |  |  |
| TOTAL | 8 |  |  |  | 2,870.65 | 0.00 | 0.00 | 2,870.65 |  |
|  |  |  |  |  | 4,749.70 | 13.96 | 5.00 | 4,768.66 | -1,879.05 |

TO: ANTHONY J. SALVATORE
DATE: DECEMBER 28, 2023
$\mathrm{CC}: \quad$ MAYOR JAMES DEMETRIADES
FROM: SHARON DEVOE

## RE: 2024-2025 BUDGET TIME FRAME

Presented below is the time frame for the upcoming budget process. It considers Charter requirements, legal notice requirements, preparation time, holidays, regular meeting schedules, etc. It is based on the Annual Budget Referendum being held on the first Tuesday in May.

## ACTIVITY

Dept. Requests to Town Manager

TIME FRAME
By February $1^{\text {st }}$ (Charter)
(Submitted to Finance for compilation by Jan. $23^{\text {rd }}$ prior to going to Town Manager)

Town Council -- Set workshop dates
(Tentatively scheduled $-1^{\text {st }} / 2^{\text {nd }}$ week in March)
Board of Finance--Set Hearing Dates
Town Council -- Finish Work
Town Council budget to Board of Finance
Board of Ed. budget to Board of Finance
Earliest possible Public Hearing
Last Possible Hearing
Board of Finance--Finish Work

Annual Budget Referendum

Regular February $14^{\text {th }}$ meeting

Regular February $22^{\text {nd }}$ meeting
By March $13^{\text {th }}$
By Regular March $28^{\text {th }}$ meeting (Charter)
By Regular March $28^{\text {th }}$ meeting (Charter)
April $4^{\text {th }}$ - Thursday
April $18^{\text {th }}$ - Thursday (Charter)
April $18^{\text {th }}$ - (time constraint, or 10 days after hearing - Charter) (Reg Mtg - April $27^{\text {th }}$ )

May $7^{\text {th }}--1^{\text {st }}$ Tuesday in May

NOTE: Other dates to remember --
Feb. 19 Presidents Day March 29 Good Friday
Feb. 22 Board of Finance Meeting
March 12 Board of Education Meeting
March 13 Town Council Meeting
March 26 Board of Education Meeting
March 28 Board of Finance Meeting
April 22 Passover Begins
April 8-12 School Vacation
April 10 Town Council Meeting
April $16 \quad$ Board of Education Meeting
April 25 Board of Finance Meeting


MEMO

TO:
Anthony Salvatore, Town Manager
FROM:
SUBJECT: Town Council Report (December 2023)
DATE: January 1, 2024

In preparation for the January Town Council meeting, I am providing you the December monthly statistics. I am also providing you a report from K-9 Sergeant John Carlson for activity for the month of December 2023.

The following were Response to Aggression/Resistance, Civilian Complaints, and Training for the month of December 2023:

Response to Aggression/Resistance: There were (3) incidents in the month of December.
Civilian Complaints: There was ( 0 ) civilian complaints in the month of December.
Training (December):

- Detective Perlini: Crime Scene Investigation
- Officer Dean: DWI Detection/SFST
- Officer Bialko: Taser Instructor Training
- Chief Sifodaskalakis, Captain Penn, Sergeant Bengtson, Sergeant Kogut, Sergeant Parsons, Sergeant Maslauskas, Sergeant McCarter, and Sergeant Carlson: Supervisory Liability
- Chief Sifodaskalakis and Captain Penn: Contemporary Leadership Challenges for Law Enforcement Leaders
- Officer Ellison: COLLECT recertification
- Officer Jespersen and Dispatcher Cowie: CISS Certification
- Captain Penn: CISS Clean Slate Portal, System Administrator, Audit Log Search
- Department Wide Taser Training
- Department Wide 209: Use of Force (State Mandated)
- Department Wide Body Camera (State Mandated)
- Department Wide Suicide Prevention


## Police Department News:

Cromwell PD has successfully attained Tier 1 Accreditation with POST. Tier 1 has 123 standards and all of our policies were reviewed for compliance. Officer Jones and Sgt. Bengston worked very hard for our department to achieve this. With this being said, we are now moving forward to Tier 2. Tier 2 has 100 standards and both Sgt. Bengston and Officer Jones have started working towards achieving this.

Dispatcher Keach-Longo has completed his dispatching training and is on his own.
Recruit Reinheimer has completed 12 weeks of the police academy and is doing very well.

Our new dispatcher, Joshua Benoit will begin training on January 4, 2024.
Three new police recruits will be sworn in on January 4, 2024 at 2:00 PM at Town Hall (Christine Cyr, Donald Ballsieper, and Colby Powell).

I have attached the 2023 Use of Force Analysis for your review.

## Kind words from citizens:

I received a card thanking the department for the food pantry we have in the police department. The family wrote, "we all appreciate the extra help. Thank you all!"

Ms. Connie Cosgrove stopped at the police department to personally thank Sergeant Kogut and Officer Thomasson. She had lost a loved one and she wanted to express how compassionate, caring and professional they were during her time of grief.

CROMWELL POLICE DEPARTMENT

## Frederick Sifodaskalakis

Chief of Police

TO: Chief Sifodaskalakis

FROM: K-9 Sergeant John Carlson

SUBJECT: Monthly K-9 Activity December 2023

DATE: 01/02/2024

Beginning December 1, 2023 through December 31, 2023 I am reporting the following activities for the K-9 unit:

December 1, 2023 - Bane attended the Cromwell Police Department toy drive at Walmart.

December 3, 2023 - Case \#2300014130 - K9 tracking assist for suspect wanted for violating a protective order - Bane conducted a successful track to a parking lot where it was determined the suspect left in a vehicle.

December 6, 2023 - Case \#2300014250 - K9 building search for Rocky Hill PD - The building was cleared and the suspect was not inside.

December 10, 2023 - Case \#2300014394 - K9 tracking assist for Rocky Hill PD - Bane conducted a track for a possible suicidal person - Bane tracked to a state park where it was believed the individual left in a vehicle.

December 19, 2023 - K9 monthly patrol in-service in Meriden, CT.

December 27, 2023 - K9 demonstration for resident of Covenant Living of Cromwell.

Nothing further at this time.


## MEMO

TO: $\quad$ Anthony Salvatore, Town Manager
FROM: Chief Fred Sifodaskalakis

SUBJECT: Use of Force Analysis
DATE: January 2, 2024
In 2023 the Cromwell Police Department made 380 criminal arrests, 875 motor vehicle contacts, an estimated 66 Police Emergency Examination Requests for emotionally disturbed people in a total of 15,273 calls for service.

In total there were twelve (12) different officers/sergeants that used force in twelve (12) incidents for 2023 compared to sixteen (16) different officers/sergeants that used force in eighteen (18) incidents for 2022.

The use of force reports by officers showed a person in crisis accounted for three (3) of the use of force incidents. Mental health related to a medical accounted for two (2) use of force incidents. Combative subjects' arrests accounted for six (6) use of force incidents. The deployment and pointing of a firearm accounted for one (1) incident and the use of a Taser accounted for one (1) separate incident in which compliance was gained or the incident no longer dictated the use of force. There was one (1) incident involving Cromwell Officers, who are members of the Capital Region Emergency Services Team (C.R.E.S.T.), which OC was deployed during a barricaded suspect call out in another town. All other incidents were physical control techniques deployed by officer.

There were three (3) officers with 5 years or less experience, five (5) officers with 6-11 years of experience, four (4) officers with 15-21 years of experience.

Subjects of use of force by officers accounted as follows: twelve (12) adults, eight (8) were males and four (4) were females. Ten (10) were Caucasian, zero (0) Hispanic and two (2) were African American. There were no policy violations noted during this period and no trends of abuse and/or improper use of force.

| Call Type Description | Total for Period |
| :---: | :---: |
| 911 Hang Up Call | 11 |
| Administrative Matter | 13 |
| Alarm - All types | 20 |
| ALARM-FALSE BILLABLE | 21 |
| All Other Offenses | 2 |
| Animal Complaint | 20 |
| Assault, Simple | 1 |
| Assist Motorist | 22 |
| Assist Other Agency | 40 |
| Car Seat Installation | 1 |
| CAR WASH | 25 |
| Civil Matter | 2 |
| Credit Card/ATM Fraud | 1 |
| Criminal Mischief / Vandalism | 4 |
| Dis Conduct/BOP | 3 |
| Domestic Incident | 7 |
| DUI | 2 |
| Escort | 2 |
| False Pretenses/Swindling | 3 |
| Family Offenses, Nonviolent | 1 |
| Fight/Disturbance | 2 |
| Fingerprinting | 20 |
| FV Protocol / P.A. | 3 |
| Harrassing Phone Calls | 3 |
| Identity Theft | 6 |
| Juvenile Incident | 8 |
| K-9 Assist | 3 |
| Larceny - From Building | 6 |
| Larceny - From MV | 3 |
| Larceny - MV Parts/Access | 1 |
| Larceny -Shoplifting | 10 |
| Larceny, Bad Checks | 1 |
| Larceny- Other | 5 |
| MEDICAL - OXYGEN REPLACEMENT | 1 |
| Medical Emergency | 61 |
| MEDICATION DISPOSAL BOX | 1 |
| MV Accident | 31 |
| MV - Recovered | 2 |
| MV Parking Violation | 6 |


| Call Type Description | Total for Period |
| :--- | :---: |
| MV Theft | 4 |
| MV Violation | 80 |
| MV VIOLATION ATTEMPTED | 2 |
| MVA NR PRIV PROP | 12 |
| Noise Complaint | 13 |
| Pornography | 1 |
| Property Check | 514 |
| Property Lost/Found | 6 |
| Property Seized | 2 |
| Record Only Call | 2 |
| Road Cond/TCS Out | 34 |
| See Complainant | 45 |
| Serve Warrant INFO | 9 |
| Suspicious Activity | 59 |
| TEST CALL | 2 |
| Threaten/Harass/Intimidation | 1 |
| Traffic Assignment | 31 |
| Unfounded Complaint | 19 |
| Untimely Death | 1 |
| Unwanted Person | 1 |
| Weapon Law Violations | 6 |
| Well Being Check | 1 |

## Monthly NIBRS Statistics

12/01/2023 00:00 Thru 12/31/2023 23:59

|  | Call Description | Curr Mth | Prev Mth | \% Chg |  | Prev Year | \% Chg |  | Year To Date | Year To Date 2022 <br> $1 / 1-12 / 31 / 2022$ | \% Chg |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | 12/2023 | 11/2023 | Mth to Mth |  | 12/2022 | Mth to Yr |  | 1/1-12/31/2023 |  | 2023/2022 |  |
| 100 | Kidnap/Abduction | 0 | 1 | \% | 100 | 0 | \% | 0 | 5 | 1 | \% | +400 |
| 11A | Forcible Rape | 0 | 0 | \% | 0 | 0 | \% | 0 | 3 | 2 | \% | +50 |
| 11B | Forcible Sodomy | 0 | 0 | \% | 0 | 0 | \% | 0 | 1 | 0 | \% | +100 |
| 11C | Sexual Assault with an Obje | 0 | 0 | \% | 0 | 0 | \% | 0 | 1 | 0 | \% | $+100$ |
| 11D | Forcible Fondling | 0 | 0 | \% | 0 | 1 | \% | 100 | 3 | 8 | \% | -62. |
| 120 | Robbery | 0 | 0 | \% | 0 | 0 | \% | 0 | 2 | 2 | \% | 0 |
| 13 A | Aggravated Assault | 0 | 0 | \% | 0 | 0 | \% | 0 | 2 | 6 | \% | -66. |
| 13B | Simple Assault | 2 | 6 | \% | -66. | 3 | \% | -33. | 49 | 43 | \% | +13.9 |
| 13C | Intimidation | 3 | 4 | \% | -25 | 3 | \% | 0 | 35 | 31 | \% | +12.9 |
| 200 | Arson | 0 | 0 | \% | 0 | 0 | \% | 0 | 1 | 0 | \% | +100 |
| 210 | Extortion/Blackmail | 0 | 0 | \% | 0 | 0 | \% | 0. | 0 | 1 | \% | -100 |
| 220 | Burglary/Breaking and Enter | 0 | 2 | \% | 50 | 0 | \% | 0 | 6 | 27 | \% | -77. |
| 23A | Pocket-Picking | 0 | 0 | \% | 0 | 1 | \% | 100 | 1 | 3 | \% | -66. |
| 23B | Purse-Snatching | 0 | 0 | \% | 0 | 0 | \% | 0. | 1 | 2 | \% | -50 |
| 23 C | Shoplifting | 9 | 13 | \% | -30. | 19 | \% | -52. | 154 | 186 | \% | -17. |
| 23D | Theft From Building | 3 | 2 | \% | +50 | 1 | \% | +200 | 19 | 23 | \% | -17. |
| 23 F | Theft From Vehicle | 4 | 9 | \% | -55. | 6 | \% | -33. | 66 | 67 | \% | -1.4 |
| 23G | Theft of MV Parts or Access | 2 | 3 | \% | -33. | 11 | \% | -81. | 46 | 79 | \% | 41. |
| 23 H | All other Larceny | 2 | 3 | \% | -33. | 2 | \% | 0 | 17 | 23 | \% | -26. |
| 240 | Motor Vehicle Theft | 6 | 3 | \% | +100 | 4 | \% | +50 | 37 | 35 | \% | +5.71 |
| 250 | Counterfeiting/Forgery | 0 | 0 | \% | 0 | 0 | \% | 0 | 4 | 17 | \% | -76. |
| 26A | False Pretenses/Swindle/Con | 2 | 3 | \% | -33. | 2 | \% | 0 | 16 | 15 | \% | +6.66 |
| 26B | Credit Card/Automatic Telle | 0 | 4 | \% | 25 | 0 | \% | 0 | 15 | 20 | \% | -25 |
| 26 C | Impersonation | 1 | 1 | \% | 0 | 1 | \% | 0 | 7 | 4 | \% | +75 |
| 26E | Wire Fraud | 1 | 1 | \% | 0 | 0 | \% | +100 | 3 | 6 | \% | -50 |
| 26 F | Identity Theft | 3 | 2 | \% | +50 | 3 | \% | 0 | 97 | 26 | \% | +273. |
| 270 | Embezzlement | 0 | 0 | \% | 0 | 0 | \% | 0. | 1 | 3 | \% | -66. |
| 290 | Destruction/Damage/Vandalis | 4 | 11 | \% | -63. | 7 | \% | -42. | 113 | 102 | \% | +10.7 |
| 35A | Drug Narcotic Violations | 1 | 2 | \% | -50 | 1 | \% | 0 | 14 | 17 | \% | -17. |
| 35B | Drug Equipment Violations | 1 | 3 | \% | -66. | 2 | \% | -50 | 18 | 26 | \% | -30. |
| 36B | Statutory Rape | 0 | 0 | \% | 0 | 0 | \% | 0 | 1 | 1 | \% | 0 |
| 370 | Pornography Obscene Materia | 1 | 0 | \% | +100 | 0 | \% | +100 | 1 | 0 | \% | +100 |
| 520 | Weapon Law Violations | 2 | 0 | \% | +200 | 0 | \% | +200 | 4 | 4 | \% | 0 |
| 720 | Animal Cruelty | 0 | 0 | \% | 0 | 0 | \% | 0 | 0 | 1 | \% | -100 |
| 90 A | Fraud-Insufficient Funds Ch | 0 | 0 | \% | 0 | 0 | \% | 0 | 2 | 1 | \% | +100 |
| 90 C | Disorderly Conduct | 2 | 4 | \% | -50 | 2 | \% | 0 | 25 | 42 | \% | -40. |
| 90 D | Driving under the Influence | 3 | 2 | \% | +50 | 0 | \% | +300 | 30 | 30 | \% | 0 |
| 90 F | Family Offenses, Nonviolent | 0 | 1 | \% | 100 | 0 | \% | 0. | 5 | 5 | \% | 0 |
| 90 J | Trespass of Real Property | 0 | 5 | \% | 20. | 2 | \% | 50 | 26 | 36 | \% | -27. |
| 902 | All Other Offenses | 7 | 9 | \% | -22. | 3 | \% | +133. | 101 | 82 | \% | +23.1 |
|  | Report Totais: | 59 | 94 | \% | -37. | 74 | \% | -20. | 932 | 977 | \% | -4.6 |

# MEMORANDUM 

To: Anthony J. Salvatore, Town Manager
From: Louis J. Spina, Jr.
Director of Public Works
Date: January 3, 2024
Re: Town Council Updates

Here is a list of some of the projects Public Works staff is currently working on. I will attend next week's meeting should there be any questions:

Pierson Park Project - I have received $90 \%$ complete construction documents. Will be distributing to staff and reviewing. The plan is to bid soon and be under construction in the spring.

Watrous Park Pavilion - disassembled the old pavilion a couple weeks ago. Contractor will begin construction of new one soon. Should be complete by spring.

CHS field facility Project - P\&Z requested more information prior to a decision. Next meeting is January 16. Design firm working on construction drawings and updating cost estimate.

Drainage Study - Engineering is reviewing design scope and fees to address the issues contemplated in the study. Will be making a budget request for design documents.

Litter Collection - seasonal employees pick up roadside litter on town roadways the last few weeks of December. Approx. 80 bags of litter, 9 tires, 3 TV's and 2 mattresses were collected. This program was funded by the NIP Fund and coordinated by Solid Waste staff.

Pilot Curbside Trash Collection - agenda item tonight.
Paint Recycling Program - Transfer Station personal is looking into starting a free paint recycling program for the Town of Cromwell. Targeting Spring 2024.

Budget Development - recently distributed divisions budget to each foremen/supervisor for their input. I will sit with them prior to submitting the consolidated budget to Finance Director/Town Manager later this month.

## Cromwell Transfer Station Curbside Pick-up Pilot Program

The Town of Cromwell Transfer Station personnel or designee will pick up curbside items for a fee. The items (accepted items listed below) must be placed curbside by the road where stairs will not impede such pick up. Items shall be large bulky type items that cannot fit in a normal sedan vehicle trunk.

The fee for items to be picked up may be pre-paid at the town hall (cash, check or money order), prepaid at the Transfer Station during normal operating hours (check or money order) or at the time of pick-up (check or money order).

At this time, pick-up days will be limited to Wednesdays and Fridays. In the event of inclement weather, stuffed or padded items must be covered as not to absorb water.

Appliances. There shall be a charge of $\$ 10$ each for the disposal of large appliances. Items shall include, but are not limited to: washers, dryers, dishwashers, furnaces, water heaters, refrigerators, freezers, air conditioners, stoves, etc.

Tires. There shall be a charge of $\$ 5$ each for the disposal of tires. Tire size must be 23 inches or less off of rim.

## Furniture.

Stuffed chairs: \$10 each
Love seats, sofas: \$10 each
Mattresses, box springs (size does not matter): \$10 each
Sleeper sofas: \$20 each
Dining room tables and patio tables: $\$ 10$ each
Dining room chairs and patio chairs: $\$ 2.50$ each
Coffee table: \$10 each
End tables, office chairs: \$5 each
Desks, bookcases, entertainment centers: \$10 each
At this time, we will not pick up cast iron tubs, cast iron stoves, brush or yard debris, or any type of home renovation debris.

Any item not listed must be preapproved for pickup by the Public Works Director, Transfer Station personnel or designee.

## Do It Now


Sign, and pubish a legal notice in newspaper. We are working with the Emergency Mangement Director to enable residents to sign up to recive budget referendum alerts
through Everbridge (email phone and textalerts).
We have dratted an email for the future to send to all Town employees with this information at the appropriate time.
it Survey to understand Employee Needs. Look in to hiring a fuilltime Staff IT. Allif requests go through Amanda in Town Manager's Office, They are tracked on a spreadsheet by date issue, and date resolved in adifition, we met with our $1 T$ consultant and had discussions regarding er being onsite 5 day a week
starting ASAP for four hours per day
Amanda and the Mayor created a memo for all appointed and elected officials with links to Ethics and Sexual
Harassment Training. An email has been sent to all Harassment Training. An email has been sent to all board and commission members.
IT Survey to understand Employee Needs Look in to hiring a fuillitime Staff if
Heighten communication via Town Hall wide email reminding all staff of
budget hearing date/time
Assign new Council/elected officials ethics and sexual harassment training
Have open HR office hours (and allow staff to attend - accommodate) to ask genieral questions and/or express concerns
Create a more isolated spot for HR Team
The HR Team has an isolated spot. They have their own
office. Although the office can be accessed through the Town Manager's office, they do have a door that they close when needed. They also utilize the Mayor's Office as needed for privacy.
We have an organizational chart in the Budget Book. This,
will also be included in all Employee Handbooks.
A mission statement for the Town has been drafted in Town Council. Once it is adopted, it will be included in all employee handbooks.
The Town Manager has reiterated this to the Town Council
several times, and addresses this at the Organizational
Meeting of the Council Please note that this.
recommendation should be specific to Town Council only.
Not all appointed and elected officiais. .\%.s.
The Town has had this resource since August of 2021.
Specific departments have always had periodic training in this. We have a Safety Committee that meets five times a recognize potentially hazardous situations and report them to approprate staff to be rectified.

## Plan It

| Recommendation | Action Taken | Date Initiated and/or Implemented |
| :---: | :---: | :---: |
| Encourage Department Heads to explore ways to obtain input from their staff for the budget prior to budget submission and invite (not require) via invitation all department heads to attend the budget hearings | Depariment heads presently ask their staff for hput during budget time. We will add a sentence or two of encouragement to the memo that goes out to all Department Heads to reiterate this. At each budget meeting with the Finance Director; Town Manager and Department Head, all Department Heads will be reminded that they are welcome but not required to attend the budget hearings. | Procedure already in place |
| Consider quarterly stakeholder meetings to bounce new ideas off each other and review potential benefits and costs |  |  |
| Create a general email address for Cromwell Residents to provide feedback on budget, community projects, or general concerns. | There currently are email addresses on the Town website for the Mayor and Iown Manager. These email addresses are monitored by the Town Manager's Office: | Procedure already in place |
| Advise staff of training/education opportunities via email and have a published list of training/education opportunities for employees by department. | We have implemented a quarterly schedule for Human Resources to send links to websites with continuing education training to all Department Heads encouraging them to share with their employees. | 10/2/2023 |
| Create a standard performance review process for all employees. | We are working on this. This is something that needs to be negotiated with the bargaining units. So far, we have negotiated this with three of the four unions. We are currenty negotiating this with the fourth union. | ocedure already in place for Town Hal nion, continued negotiating with other unions in Summer of 2023 |
| Set a list of skills and outcomes the Council would like the Town Manager to learn/achieve at future training. |  |  |
| Organize Leadership Training | For specific positions, when an employee is being promoted to a supervisory position, we arrange for training to be completed. | Procedure already in place |
| Make security camera live feed accessible to the public by putting link on the Town website. |  |  |
| Generate experience survey to capture feedback on events, programs, and town services |  |  |
| Mayor to host annual meeting with all Board \& Commissions | This was discussed between Amanda and Mayor. It was thought that we would host an FOIA Training for all Boards and Commissions and have refreshments. | 10/13/2023 - Initiated |
| Annual Forum for Residents apart from Town Council Meeting | Mayor Demetriades has held two community forums, the first on December 13. 2023 | 12113/2023 |
| Encourage other Committees to send updates for Commission Liaison Reports to Town Council | A "Liaison Reports" item was added to the Town Council Agendas for Council members to report updates on the boards and commissions they are liaisons for. | 12/13/2013 |
|  | Toincrease EAP awareness, we send an email to all Town Employees monthly that includes EAP's monthly newsletter containing information regarding services and assistance for employees. We also add this information to the Employee Shared Drive so employees may access the information at any time. | 9/15/2023 |

Delegate It

3. Grievance, Medical Appointments
a. IUOE, Public Works, Local 30, Step 3
b. NAGE, Non-Sworn Police, Step 3

The two union representatives were given the opportunity to present their grievances.

Town Manager Salvatore presented for the Town.
The Council was given the opportunity to ask questions and offer comments. Motion made by S. Fortenbach seconded by J. Donohue and unanimousily carried to deny
4. Grievance, Call Back Compensation Step 3, IUOE
a. Michael Fuller
b. Donald L. Quick

Motion made by J. Donohue seconded by S. Fortenbach and unanimously carried to table until the February Council Meeting.
5. Grievance, Holiday Pay, Step.3, IUOE.
a. Joseph Grassi

Grievance withdrawn
6. Grievance, COVID time, Step 3, IUOE
a. Raymond loroi, COVID-19

The. Union was given the opportunity to present their grievance.
Town Manager Salvatore presented for the Town.
The Council was given the opportunity to ask questions and offer comments:
Motion made by J. Donohue seconded by J. Demetriades and unanimously carried to deny.
Mr. lorof was given the opportunity to bring in proper documents to Town Manager Salvatore who will review and decide.

Y 7. Town Manager's Goals and Objectives for 21/22. Jack Henehan

- Continue doing phenomenal job with EDC.
- Repurpose some buildings in town on the EDC side.
- Continue with the Road Work Project.

James Demetriades

- Continue to seek out grants.
- Expand hours for an existing or hire a grant writer to apply for grants.
- Revitalize and reuse of existing buildings.

Al Waters

- Over all Mr. Salvatore has done very well.
- Would like to see less grievances and more communication to settle them downstairs with the grievances.
- Get the Northern Tier, Route \#3 and 99 moving.


## Steve Fortenbach

- Thanked the Town Manager for doing a great job.
- Would tike to see less grievances and better communication.
- Grow commercial base; develop River Road and Northern Tier.
- Red Lion; get someone to monitor any actions being taken.

Jennifer Donohue

- Thanked Town Manager Salvatore for his hard work.
- Continue to explore Town Building Facility Use; move forward and look for grants.
- Update job descriptions, policies and procedures in the next couple of months.
- Strategy; something Council can do to help communications with the Bargaining Units.

Pat Ahlquist

- Continue $\mathrm{H} / \mathrm{R}$ work, the Facility use study and continue working on long range plans for a Community/Senlor Center.


## Enzo Faienza

- Continue to do what is necessadry to facilitate everyone else's goals
- Continue to bring businesses to town.
- Continue bringing in good budgets.
- Keep the Mill Rate as low as possible.


## L. APPROVAL OF MINUTES

1. Regular Meeting, December 9,2020

Motion made by J. Donohue seconded by S. Fortenbach and unanimously carried to approve the minutes of December $9,2020$.
2. Special Meeting, December 18, 2020

Motion made by J. Donohue seconded by S. Fortenbach and unanimously carried to approve the minutes of December 18, 2020.
M. RESIGNATIONS

1. Senior Services Commission
a. Pat Sienna

# TOWN OF CROMWELL - TOWN COUNCIL TOWN HALL COUNCIL CHAMBERS 41 WEST STREET, CROMWELL, CT 06416 SPECIAL MEETING MINUTES 

Wednesday, December 13, 2023-6:00 p.m.

## Present: $\quad$ Mayor James Demetriades, Julia Aurigemma, Brian Bonneau, Stacy Dabrowski, Paula Luna, Al Waters

Also Present: Town Manager Salvatore

## A. CALL TO ORDER

Mayor Demetriades called the special meeting to order at 6:12 p.m.

## B. COMMUNITY FORUM

Members of the public are encouraged to attend to voice their ideas, concerns, or to provide feedback on any town related concerns.

David Masse, 37 Hicksville Road expressed concern regarding the food pantry and read the attached letter to the Council and provided photographs. See Attachment A.

Mayor Demetriades thanked Mr. Masse for his time and attention to this matter. He also thanked the Knight of Columbus for their food drive efforts.

James Rude, 25 Highridge Road addressed the Town Council and read the attached letter to the Town Council. See Attachment B.

Dierdre Daly, 63 Geer Street addressed the Town Council and stated that she agrees with the comments Mr. Masse made regarding the food pantry. She thanked him and the Knights of Columbus for their efforts and for collecting all of the food for those in need, but there is just no place to store it.

Michael Engratt, 1 Blackhaw Drive echoed Mr. Masse's comments. He explained that there has been approximately a $70 \%$ increase in the amount of people served by the food pantry since 2020. He explained that the Knights of Columbus devotes 80 hours per month during their food drive and he does not want their efforts to be done in vein.

Town Manager Salvatore explained that while the Town is extremely grateful for their efforts, the holiday season is when we get the most donations and is when we run out of room in the food pantry. He explained that we are using the previous highway maintenance facility as a storage place for the overflow of food until space is available.

A brief discussion took piace regarding options for storing food when there is overflow at the food pantry.

Alice Kelly, 47 Willowbrook Road informed the Council that when she worked at Northeast Utilities, they encouraged monetary donations because it gives you more "bang for your buck" when you go to the CT Food Bank with the money. She added that she thinks food drives are great, this would just be another avenue to explore. She also wants to make sure we are providing our population with food they want.

Dierdre Daly, 63 Geer Street explained that the food that is brought in is terrific and is desired by those in need. She reiterated that the Town just needs a bigger space to store the food.

Mayor Demetriades read the attached letter regarding 53 Nooks Hill Road into the record. See Attachment C.

Diane Wiegert, 75 Geer Street expressed that the Town should not discount this food storage concern in anyway. She said that there is a real challenge for the people who need this food. She suggested adding shelves along the walls that are not really used. She also suggested adding food to a food bank on Amazon and people could contribute through Amazon.

Alice Kelly, 47 Willowbrook Road said that she found the letter the Mayor read into the record regarding 53 Nooks Hill Road interesting. She suggested that the Town Council look at funding. She recommended creating a fund for redevelopment that could be built up over time. She said over the years, the Town Council could put money aside into the fund. We need to have a vision and think in advance.

A brief discussion was held regarding where this line item would fall in the budget and which department would manage and oversee it.

Mayor Demetriades closed the community forum.

## C. ADJOURN

MOTION made by P. Luna and SECONDED by S. Dabrowski to adjourn.
The Special Meeting/Community Forum adjourned at 7:10 p.m.
Respectfully submitted,


## Amanda Calve

Secretary

# To: Mayor James Demetriades, Cromwell Town Council Members and Local Administrators 

From: Knights of Columbus, DeSoto Council No. 6, Cromwell
Re: Cromwell Food Pantry - Infrastructure and Operations

## Background

2023 is the fourth consecutive year of conducting an Annual Food Drive for the benefit of the Cromwell Food Pantry. The Food Drive is held for four consecutive weeks from late November through midDecember. During this time, we make three or more major deliveries to the Cromwell Food Pantry. In total, the weight of these deliveries is in excess of 3,000 pounds.

In addition to the non-perishable food and personal hygiene items that we collect, we also accept monetary donations (cash, check or gift cards). These funds are put to use during the months of March through September of each year to purchase items needed as requested by the Cromwell Food Pantry. We have an arrangement whereby the Cromwell Food Panty sends us an email each month (March through September) listing items they are in need of. Over the last three years, we have spent approximately $\$ 7,400$ purchasing non-perishable food and personal hygiene items that were delivered to the Cromwell Food Pantry.

## Issues/Problems

1. Lack of adequate space to accept delivery of donated items.

- Deliveries to the Food Pantry are generally placed on the floor of the main hallway of Cromwell Social Services. (Food Drives sponsored by Boy Scouts and Knights of Columbus)
- Storage of food on the floor of a public hallway is unsanitary.
- Food stored in the hallways impedes safe foot traffic and presents a potential fire hazard.
- Items stored in open areas (i.e., public hallways) allows the general public to freely access food and hygiene items intended for the indigent and struggling families in Cromwell.
- The lack of storage is costing the Town of Cromwell money by not being able to accept all donations, and later having to purchase needed items themselves (March through October).

2. Lack of refrigeration and freezers.

- Inadequate refrigeration to store perishable food items such as milk, eggs, butter, meats and vegetables.
- Organizations, such as the Knights of Columbus, willing to donate such items are not able to, due to the lack of refrigeration and freezers.


## Potential Options/Solutions to Consider

1. Designate a locked rooms) within the Cromwell Town Hall for only Food Pantry items where food from Food Drives by the Knights of Columbus and other organizations can be delivered and stored safely. Any designated room should have adequate racks and shelving to keep the food off of the floor.
2. Expand the current Food Pantry facility and/or relocate the pantry to an adequate space that can accommodate the donations by the various organizations and residents.
3. Purchase refrigerator(s) and freezer(s) to accommodate donated perishable food items.

## Cromwell Food Pantry Statistics

(Source: Amy Saada, Cromwell Social Services)

| YEAR | CROMWELL |
| :---: | :---: |
|  | HOUSEHOLDS SERVED |
| 2017 | 318 |
| 2018 | 348 |
| 2019 | 407 |
| $2020($ COVID $)$ | 307 |
| $2021($ COVID $)$ | 391 |



Introduction: Thank you for the opportunity to speak with the Mayor and Town Council in a "Community Forum". Dialogue improves transparency.

Regarding the Organizational Cultural Assessment: Most of the information contained in the 2023 Town Council Recommendations PowerPoint are transactional- addressing the tangible elements of the report findings on the culture at Town Hall. Unfortunately, very little of the information contained in the PowerPoint address the intangible matters- meaning that any transformational changes to the culture are not likely to occur. I suggest that the newly elected Town Council consider whether the approach from the prior Town Council is appropriate. I am particularly troubled by the suggested solution to the surveillance camera feeds on the Town Manager's desk. And please seriously consider a meaningful monthly update on what is happening related to the assessment- posted on the Town website.

Regarding the Gilead Community Services Legal Matters: The 2021 judgment against the Town of Cromwell for alleged discriminatory actions towards Gilead's group home for persons with mental health disabilities is currently under appeal, with $\$ 5.0$ million of the Town's $\$ 15.2$ million of fund balance restricted for payment of the judgment if the appeal is not successful. Such fund balance moneys have come from Cromwell taxpayers. While confidential information related to this appeal cannot be disclosed, please also consider a meaningful monthly update on what is happening related to the appeal (involving one-third ( $1 / 3$ ) of fund balance)- posted on the Town website.

Conclusion: Thank you for your thoughtful consideration of these comments.

Town Garage on Nooks Hill Road

To: Cromwell Town Officials
From: Mark J. Burgess
Date: 12/12/2023
Re: Demolition of unsightly and deteriorated town building.

The town of Cromwell is heading in the right direction. Everyone's support of revitalizing/repurposing areas of Cromwell that have been neglected over the years has been noticed, and as a life long resident of Cromwell, l'm so happy to see these continued efforts.

An area in desperate need of help is $\mathbf{5 3}$ Nooks Hill Road and its surroundings. This is a historic part of town that very much needs to be brought back to life. As you drive through this area it's unsightly and run down. There is no proper lighting or sidewalks for pedestrians. Drainage is a huge concern and a safety problem during storms. The pumphouse next to New Pond needs a new roof. The Sewer Department building is unsightly, with a barbed wire and chain-link fence...The most egregious issue though is sitting on 53 Nooks Hill Road, an old town garage that is in complete disrepair and wasting precious space.

Town residents, local or not, do not want another business at this location. We would like to see a repurpose of this location for recreational use. This would consist of first demolishing this deteriorating building and reconstructing a pavilion and gazebo on site (which could be rented for events and parties). Also adding park benches, picnic tables, lighting and a fence around the pond would provide a nice option for residents in the area. Adding a walking trail starting at the waterfall, over which a beautiful wooden bridge could be constructed and winding around part of the pond and property for people to walk their dogs and/or socialize with friends and family, would certainly help this area which lacks walking paths for local residents.

Mark \& Adrianne Burgess 72 Nooks Hill Road
Make. Burgers


65 Nooks Hill Rd, Cronuell CT OG416

# TOWN OF CROMWELL - TOWN COUNCIL TOWN HALL COUNCIL CHAMBERS <br> 41 WEST STREET, CROMWELL, CT 06416 REGULAR MEETING MINUTES 

Wednesday, December 13, 2023-7:00 p.m.

Present: Mayor James Demetriades, Julia Aurigemma, Brian Bonneau, Stacy Dabrowski, Paula Luna, Al Waters

Absent: Jack Henehan
Also Present: Town Manager Salvatore, Finance Director Sharon DeVoe, Chief Sifodaskalakis, Director of Planning and Development Stuart Popper, Public Works Director Lou Spina

## A. CALL TO ORDER

Mayor Demetriades called the meeting to order at 7:15p.m.

## B. PLEDGE OF ALLEGIANCE

The Town Council stood to recite the Pledge of Allegiance.
C. APPROVAL OF AGENDA

MOTION made by A, Waters and SECONDED by P. Luna to approve the Amended Agenda.
All in favor.
D. COMMISSION CHAIRMAN REPORTS/LIAISON REPORT/STAFF REPORTS

1. CMS Building Committee - A report was provided to the Town Council in their packets.

## E. PRESENTATION OF PROCLAMATION

The proclamation recipient was unable to make it this evening. They plan to attend the next meeting.
MOTION made by A. Waters and SECONDED by P. Luna to table this item.
All in favor.

## F. MAYOR'S UPDATE

The Mayor submitted his written report to the Council as part of the agenda and packet and read it aloud.

## G. TOWN MANAGER'S UPDATE

The Town Manager provided a written report to the Town Council as part of their packets. He added the following to his report:

- The Highway Crew did an outstanding job with the leaf collection. They deserve recognition.
- He attended the Farmer's Market Craft Fair over the weekend. Recreation Director Scott Kieras did a great job! Over 80 vendors were there. Director Scott Kieras recommended having another one in the Spring.


## H. TOWN COUNCIL LIAISON REPORTS

## 1. FINANCIAL/FINANCE DIRECTOR'S UPDATE

1. Budget Report

Sharon DeVoe was in attendance to present her budget report and to answer any questions of the Town Council. At the request of the Mayor, Ms. DeVoe explained the budget sheets that she attaches to her monthly report.

Mayor Demetriades asked Ms. DeVoe to describe what is discussed at Long-Range Capital Planning Meetings. She replied, that it is a meeting to discuss where we are with projects and bonding, and we discuss the Town's anticipated needs. Mayor Demetriades asked if someone from the Board of Education could attend each LongRange Capital Planning Meeting. Ms. DeVoe said she would be sure to invite someone from the Board of Education to each meeting going forward.
2. Discussion and action to approve an appropriation in the amount of $\$ 17,000$ within the CNR Fund for the 2023 Bullet Proof Vest partnership Grant ( $50 \%$ reimbursable)

Chief Sifodaskalakis was in attendance to answer questions of the Council. He explained that every two years the Police Department applies for this grant.

MOTION made by A. Waters and SECONDED by B. Bonneau to approve an appropriation in the amount of $\$ 17,000$ within the CNR Fund for the 2023 Bullet Proof Vest partnership Grant ( $50 \%$ reimbursable).
All in favor.

## 3. Tax Refunds

MOTION made by A. Waters and SECONDED by J. Aurigemma to approve Tax Refunds 1-27. All in favor.

## J. CHIEF OF POLICE'S UPDATE

Chief Sifodaskalakis welcomed all Town Council members and wished them the best and good luck. He added the following items to his written update:

- He commended his police officers as they put their lives on the line every day. He gave the following example of a past shooting in Hartford: Officers Deane and Brooks located the suspect vehicle from the Hartford shooting unoccupied in the Wendy's parking lot. Once the owner was located, Chief contacted the Hartford Police Department. They responded and took possession of the vehicle and brought it back to Hartford for processing. A firearm was found in the vehicle.
- He commended Officer Liz Jones for doing an awesome job at the Stuff a Cruiser Event. They filled four police cruisers with toys.
- Pet Photo with Santa and the Animal Control Officer event, had a great turn out.
- in 2020 the State passed a Police Accountability Bill. Part of that bill was that every Police Department in Connecticut has to become State accredited. Tier 1 is due by 2023, Tier 2 is due by 2025, and Tier 3 is due by 2026. He informed the Council that they had their policy review and an onsite visit last week by the Accreditation Department. He will know if they passed by next week. He said they have already been working towards Tier 2. He gave credit to Sergeant Bengtson as the Accreditation Manager and to Officer Jones as the Administrative Officer.
- Recruiting Efforts: One recruit is in the academy, will graduate in April, and be on the road in July. They have three new possible officers, they will go to the academy in January 2024, graduate in July and will be on the road in December 2024. There are 2 more reserved spots in April, they will graduate in October and will be on the road in 2025. If all is achieved, by April 2024, the Police Department will be fully staffed.


## K. PUBLIC WORKS DIRECTOR'S UPDATE

Public Works Director Lou Spina provided the following in addition to his written report:

- We completed the second pass on the leaf collection on December $12^{\text {th }}$. He echoed the Town Manager's comments and commended the crew on a great job. He explained that they have begun a new process using the leaf vacuums and it has worked out well. He hopes to purchase another one next year. Feedback from residents has been positive.
- The Vehicle Maintenance Supervisor position is still posted. He hopes to have it filled by next week.

There was a brief discussion regarding turnover in the mechanic positions. Public Works Director Spina explained that these vacancies are common in the State right now, mentioned that the Department of Transportation even has several vacancies for similar positions. There was also discussion about internships.

A discussion took place regarding tracking and replacing of our equipment. Public Works Director Spina informed the Council that we have a spreadsheet that is maintained, it is a five-year plan and it is updated every year during the budget season.

## L. CITIZEN COMMENTS

Dave Masse, 37 Hicksville Road read a letter into the record. See Attachment A.
James Rude, 25 Highridge Road said a good conversation was held earlier regarding the open space and funding for redevelopment. He hopes that there will be the same type of conversation for other items that were brought up during the Community Forum. He asked the Council to be thoughtful when speaking to folks who are volunteering their time. He expressed concern that the Town does not yet have the result of the 2023 Audit and feels that we still do not know where we stand as far as the previous fiscal
year. He asked if there was a sense of urgency by the Council. He referenced the Plan of Conservation and Development. He said that we see an increase in noise and light pollution and traffic as a result of community development. He recommended that the Town Council be cognizant of those factors when developing the town. He informed the Council that there are some homeless members of the community in the center by Route 9 and also behind Walmart. He asked that the Town Council be thoughtful in regards to the homeless community.

Michael Engratt, 1 Blackhaw Drive addressed the Council and stated he had been assisting in the Knights of Columbus Food Drive and there is a central issue of lack of storage for the food. He informed the Council that a large food donation (four pallets) is coming in on Monday. He asked the Council to think outside the box for food storage and gave an example of a home that was donated in another town for food storage. He also suggested storing the food in a unit at U-Haul.

Helen Sullivan, 6 Rosewood Lane addressed the Council regarding the High School Field Study on the agenda. She asked what action would be taken. She said that she is not sure her neighbors are aware the kind of impact this would have on their neighborhood.

Mayor Demetriades read an email from Laura Stull from the Cromwell Lions. She asked if the town would be interested in a bag to benches program. This program I partnership with the Trex Company to recycle plastic film which keeps it out of landfills. Once 1,000 pounds of plastic is collected, they will have a bench made from it and will donate it to the Town. Ms. Stull will be reaching out to the Town Hall to see if the Town is interested in participating and they can have a box delivered where all the plastic may be dropped off.

The Town Council took a 5 -minute recess at 8:22 p.m.

The Town Council reconvened at 8:27 p.m.

## M. NEW BUSINESS

## 1. Discussion and amendment of Electric Charger Fee

Director of Planning and Development Stuart Popper provided a memo in the Town Council packets explaining the reason for the proposed electric charger fee. Mr. Popper was in attendance to answer any questions of the Council on the proposed amended fee for the Electric Chargers. Mr. Popper explained that the chargers did not cost the Town any money because we obtained them through a grant.

MOTION made by A. Waters and SECONDED by P. Luna to approve the amended proposed rate of $\$ 0.345 /$ Kwh with the ability of the Town Planner to adjust the fee in accordance with electric rates.

## All in favor.

## 2. Presentation of Plan of Conservation and Development (POCD)

Planning and Development Director Stuart Popper was in attendance and presented the Plan of Conservation and Development to the Council. See Attachment B. He said that he is pleased with the survey results.

Members of the Council expressed that they have several comments and questions on the POCD. Mr. Popper informed the Council that the Planning and Zoning. Commission a workshop and they are invited to attend. Mayor Demetriades suggested that the Council meet to discuss their comments and questions and ultimately create a document to submit to the Planning and Zoning Commission with their comments. A Special Town Council Meeting will be held for this.

## 3. Discussion and possible action regarding High School Multi-Purpose Field Project and Plerson Park project

Mayor Demetriades explained that he met with the Athletic Field Committee and Former Mayor Fortenbach. The Athletic Field Committee expressed concerns about their role and scope. Additionally, there was some miscommunication between the Athletic Field Committee members. The next step will be for the Athletic Field Committee to meet with Town Manager Salvatore, his Senior Executive Assistant, and Town Engineer Jon Harriman to draft a charge and bring it to the Council for approval.

Town Manager Salvatore informed the Council that they received a memo from Town Engineer Jon Harriman in their packets which includes updates on the High School Athletic Field, Pierson Park, and West Street Sidewalks.

The Town Manager and Mr. Jason LeBlanc of the Athletic Field Committee answered questions of the Council pertaining to lighting, sound, and an emergency exit access road for the High School Athletic field. Mayor Demetriades explained the next steps could be one of the following:

1. The project needs to go to the Planning and Zoning Commission for lighting, then to Town Council, then to Board of Finance, then to Referendum.
2. If the Town Council votes no, then members of the public could petition for over 200 signatures to go to Referendum

## 4. Discussion and possible action of Climate and Culture Study Town Council Recommendations

The Town Manager provided the Council with a spreadsheet that lists all Town Council recommendations and the action that has been taken on each item. See Attachment C .

Mayor Demetriades asked if a new coiumn could be added to note the date any action was initiated, if it has already been in practice prior to the recommendation, and the date it was completed.

Mayor Demetriades asked that this item on the agenda for the next meeting and asked the Council to look it over and informed them that they can change or add to the list of recommendations.
5. Discussion and possible action of CCD's recommendation of nominees for the Cultural District Commission
Mayor Demetriades recommended that this be tabled to the next meeting as the Council needs signed Board and Commission Application Forms to be able to appoint members to the Cultural District Commission.

MOTION made by A. Waters and SECONDED by P. Luna to table this item to the next meeting.
All in favor.

## N. APPROVAL OF MINUTES

MOTION made by A. Waters and SECONDED by P. Luna to table Items N.1.-N.5. All in favor.
O. APPOINTMENTS/REAPPOINTMENTS/RESIGNATIONS

MOTION made by A. Waters and SECONDED by P. Luna to move Resignations immediately before Appointments under Agenda Item 0.
All in favor.

## Resignations:

1. Stacy Dabrowski, Conservation Commission

MOTION made by A. Waters and SECONDED by P. Luna to accept the resignation of Stacy Dabrowski from the Conservation Commission with regret.
In favor: J. Demetriades, J. Aurigemma, B. Bonneau, P. Luna, A. Waters
Abstained: S. Dabrowski
2. Chris Cambareri, Planning and Zoning Commission MOTION made by A. Waters and SECONDED by P. Luna to accept the resignation of Chris Cambareri from the Planning and Zoning Commission with regret.

## All in favor.

Discussion: Mayor Demetriades thanked Chris for serving on the Commission for so long. He is a wonderful business owner and community member. He will be missed on the Commission.

## 3. Douglas Kalinowski, Planning and Zoning Commission

 MOTION made by A. Waters and SECONDED by P. Luna to accept the resignation of Douglas Kalinowski from the Planning and Zoning Commission.All in favor.
Discussion: He is resigning as an Alternate member but will continue to serve on the Commission as a regular member.

## Appointments

## 1. Sub-Registrar for the Town of Cromwell

a. Jay Doolittle, Cromwell Funeral Home for a term expiring 12/31/2025
b. Louis Sarno, D'Angelo Funeral Home for a term expiring 12/31/2025

MOTION made by A. Waters and SECONDED by P. Luna to approve Item O .
Appointments 1.a. and 1.b.

## All in favor.

Town Manager Salvatore and Mayor Demetriades explained that Mr. Kalinowski's and Mr. Deproto's terms shall be expiring in 2025, instead of 2027 in accordance with the Town Charter Section 6.04.
2. Jamin Deproto (R), Board of Finance, regular member for a term expiring 11/2025 MOTION made by A. Waters and SECONDED by J. Aurigemma to approve Jamin Deproto $(R)$ as a regular member on the Board of Finance for a term expiring 11/2025.

## All in favor.

Discussion: Mayor Demetriades added that Jamin is a great community member, local business owner and a doctor.
3. Douglas Kalinowski (R), Planning and Zoning Commission, regular member for a term expiring 11/2025
MOTION made by A. Waters and SECONDED by B. Bonneau to approve Doug Kalinowski $(R)$ as a regular member on the Planning and Zoning Commission for a term expiring 11/2025.
All in favor.
4. Vincenzo Marfella (R), Planning and Zoning Commission, regular member for a term expiring $11 / 2025$
5. Andrew Holt (R), Planning and Zoning Commission, alternate member for a term expiring $11 / 2025$

MOTION made by A. Waters and SECONDED by B. Bonneau to approve Item O . Appointments 4 and 5.

## All in favor.

## Reappointments:

1. Robert Donohue (R), Planning and Zoning Commission, alternate member for a term expiring 12/1/2025
2. Barbara Grotheer (U), Library Commission, regular member for a term expiring 2/1/2026
3. Steven Wygonowski (R), Zoning Board of Appeals, alternate member for a term expiring $11 / 2025$
4. Jeff Serra (U), Board of Assessment Appeals, alternate member for a term expiring 11/2025
5. Dierdre Daly (R), Senior Services Commission regular member for a term expiring 4/1/2024
6. Mertie Terry (R), Senior Services Commission regular member for a term expiring 4/1/2024

MOTION made by A. Waters and SECONDED by P. Luna to approve Item $O$.
Reappointment 1-6.
All in favor.

## P. INFORMATIONAL ITEMS

- Councilman Waters informed the Council that the Cromwell High School Football team did not win the State Championship, but they took great pride in playing at Rentschler Field. They have great players and have done a fabulous job.
- Mayor Demetriades informed the Council that an Asset Overview Report was passed out. See Attachment D. A joint meeting of the Board of Finance, Board of Education and Town Council will be in March. He said a tough budget cycle is ahead.


## Q. ADJOURN

MOTION made by J. Aurigemma and SECONDED by P. Luna to adjourn.
All in favor. The meeting adjourned at 10:01 p.m.

Respectfully submitted,


Amanda Calve
Secretary

The purpose of me speaking before you tonight is to bring to light the serious issues with respect to the Cromwell Food Pantry.

For the past 4 years I have been the Coordinator of the Knights of Columbus DeSoto Council No. 6 Annual Food Collection Drive which assists the Cromwell Food Pantry. To date, we have collected and donated over 9,000 pounds of Non-Perishable Food and Personal Hygiene Items. In addition, we have spent approximately $\$ 7,400$ on Non-Perishable Food Items and Personal Hygiene Items which we donated to the Cromwell Food Pantry.

The major problem we face every time we make a delivery to the Cromwell Food Pantry is - Where do we place these food and personal hygiene items? The short answer is - we place them on the floor of the main hallway where Cromwell Social Services is located. These items may sit on the floor in this area from several days to a few weeks where the general public, and potentially rodents, can access this food that is intended for our struggling Cromwell neighbors. I have attached 2 photos to illustrate my point. Placing any food items and/or personal hygiene items on the floor of a public hallway is unsanitary, unsafe, and disrespectful to our Cromwell neighbors who come seeking these items.

The root of this problem is a lack of adequate space for a Food Pantry in this building. Although the demand for food and hygiene items has increased significantly over the past several years, the Town of Cromwell has made no plan and no investment in the infrastructure of the Cromwell Food Pantry. The Food Pantry itself resembles an oversized closet and is not easily accessible to anyone. We have tried, unsuccessfully, the past 3 years to encourage the Town of Cromwell to improve and enlarge the space of the Food Pantry.

On behalf of the Knights of Columbus, I kindly ask that you seriously look into the problems of the Cromwell Food Pantry and take the proper actions sooner than later. If we do not see the much-needed changes and improvements to the Food Pantry in the very near future, we will have to reconsider our continued support of the Cromwell Food Pantry.

David A. Masse, Food Drive Coordinator
Knights of Columbus - DeSoto Council No. 6

## Attachment B

A Plan of Conservation and Development (POCD) is the official municipal statement that sets forth the goals and aspirations for future land use, development, and the environment within the community. CGS Chapter 126, Section 8-23 requires the municipalities' Planning and Zoning Commission (PZC) to prepare and adopt a Plan of Conservation and Development every ten years. The Town of Cromwell PZC interviewed several firms and hired SLR consulting and has been working on the Plan for the last year. The draft plan has been completed and as required it has been submitted to the Town Council for your review and comment. The PZC will be holding a public hearing on Tuesday February 20, 2024. The public and the town council are invited to that meeting to comment on the POCD.

There are three components to the Plan: The Community Survey, the draft Plan, the Data Set and the Implementation Plan. We conducted a community survey from November 1, 2022 to March 31, 2023. We collected responses ( 325 , represented $2.3 \%$ of the total population). We held a community open house on Thursday September 21, 2023.

## Highlights of the Survey included:

- $85 \%$ of the survey respondents feel the quality of life in Cromwell is good or excellent and $16.9 \%$ feel it has gotten better in the last decade.
- Survey respondents were concerned about maintaining and preserving open spaces and also expressed interest in more commercial development in the downtown and riverfront areas.
- Survey respondents felt there was enough active recreation in town but we need more areas for passive recreation such as walking and hiking.
- Survey respondents felt there was just the right mix of housing opportunities in town.
- The majority of respondents agreed that Cromwell needs more sidewalks and bicycle infrastructure.


## Highlights of the Draft Plan

- Cromwell Today - Population 14,2:25
- Vision for Cromwell's Future, Live Well, Grow Well, Play Well
- Live Well - Vision - Introduction - Goals
- Continue to maintain and enhance Cromwell's existing neighborhoods
- Maintain a balance of housing opportunities
- Maintain and improve community facilities and infrastructure
- Balance community infrastructure with natural resourcemanagement
- Grow Well - Vision - Introduction - Goals
- Guide growth and development to ensure consistency with land use polices
- Protect the integrity of natural resources
- Build a resilient and sustainable Cromwell
- Expand Cromwell's economic base to best serve residents, businesses and visitors
- Play Well - Vision - Introduction - Goals
- Create a vibrant riverfront that includes a balance of development and recreation
- Provide a town park system that meets the needs of all residents
- Create a healthy lifestyle for residents through the provision of recreation opportunities
- Expand cultural arts and entertainment opportunities throughout the town
- Future Land Use Plan
- Consistency with State and Regional Plans


## Data Set Included:

- Demographics
- Land Use \& Zoning
- Housing
- Economic Development
- Transportation
- Community Facilities \& Infrastructure
- Parks, Recreation \& Open Space
- Cultural \& Historic Resources
- Natural Resources \& Climate Resilience

Highlights of the Data Set include:

- Population is stable but expected to increase slightly of the next ten years.
- School enrollment rates are stable
- Slightly higher income and educational levels when compared to the County and the State
- Town has a broader range of housing types when compared to the region
- The median sales price for a single-family house hit a high of $\$ 336,250$ in 2022
- Largest employment sectors are in Health Care \& Social Assistance and Retail Trade
- Highest traffic volumes are on Route 372 near Cromwell Square and the I-91 on and off ramps
- Pedestrian and bicycle facilities and infrastructure are minimum


## Highlights of Implementation

- The tables summarize the goals, strategies and action items identified in the POCD
- Timeline for Action Items:
- Ongoing; Short Term (1-3 Years), Medium Term (4-7 Years), Long Term (8-10 Years)
- Identified the Entities responsible for Implementation:
- Conservation Commission, Department of Public Works, Economic Development Commission, Eversource, Planning Department Staff, Planning and Zoning Commission, Redevelopment Agency, Town Council and Town staff
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 employees with this information at the appropriate time.

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The Town has had this resource since August of 2021

employee handbooks.
conjunction with several departments. It was brought to the
Town Council. Once it is adopted, it will be included in all

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 Generate experience survey to capture teedrack on events,
prograns, and tow sentices link on the Town website. Make security camera live feed accessible to the public by putting . Organze weadeiship raining wrats Manager to learn/achieve at future training. Set a list of skills and outcomes the Council would like the Town





 encouraging them to share with their employees.


 feedback on buaget, community projects, orgeneral concerns,
 each other and review potential benefits and costs Consider quarterly stakeholder meetings to bounce new ideas off





Let employees create and/or add to their own job descriptions with
management and union support.




# Town of Cromwell Board \& Commission Application Form 

Name: $\qquad$
Address: (Home) 3 Arrowwood drive, Cromwell

203-535-6663
Telephone: $\qquad$
E-mail AddressKatie0123@hotmail.com Occupation: Behavioral Health Program Manager
If you are not currently a registered voter in Cromwell, please register in the Town Clerk's office to serve on a board or commission. If you are registered, please check off your party affiliation below. Thank you.
Party affiliation: $\square$ Øemocrat $\quad \square$ Republican $\quad \square$ Unaffiliated
Board or Commission of Interest: $\qquad$ Cultural District Commission

Briefly explain your reasons for being interested in serving your town in this capacity and note the qualifications you have which you think will be an asset to this Board or Commission.

As the current Chairperson of Cromwell Creative District. I am interested in serving on the cultural district commission to assist the Town in creating and achieving goals related to supporting arts and culture in our community.

Please include three (3) References with your application.

| Name | Address | Phone Number |
| :---: | :---: | :---: |
| Ann Grasso | 70 Strand Circle | $(401) 273-9563$ |
| Diana Palmer | 104 Shunpike Rd | $1(508) 735-9416$ |
| Joan Pendleton | 43 Spruce,Lane | $(860) 912-4696$ |

Thank you for taking the time to fill out this application. Volunteers play a vital role in the Cromwell government and we appreciate your interest. Upon completing your application please forward to the Mayor's Office, 41 West Street, Cromwell, CT 06416.

## Town of Cromwell Board \& Commission Application Form

Name: Ann Grass
Address: (Home) 79 Strand Circle, Cromwell CI 06416
Telephone: 860-632-7735
E-mail Address: Ann@AEGrasso.com $\qquad$ Occupation: Architect/Artist

If you are not currently a registered voter in Cromwell, please register in the Town Clerk's office to serve on a board or commission. If you are registered, please check off your party affiliation below. Thank you.
Party affiliation: $\square$ Democrat $\square$ Republican $\square$ Unaffiliated
Board or Commission of Interest: cultural District Commission
Briefly explain your reasons for being interested in serving your town in this capacity and note the qualifications you have which you think will be an asset to this Board or Commission. I brought the NEA's platform for Creative Districts to Cromwell (this was prior to CT State naming a Cultural District) and continue as Vice Chair of the nonprofit CCD. I have been the liaison with Liz Shapiro at State and Eric Dillner at regional since early 2023 and believe in the need and benefit to all residents this Commission offers.

Please include three (3) References with your application.

| Name | Address | Phone Number |
| :--- | :--- | :--- |
| James Demetriades | 272 Skyview Drive | $860-834-1994$ |
| Michael Cannata | 136 Nooks Hill Rd. | $860-983-4912$ |
| Julius Nato | 12 Cannata Drive | $860-202-0892$ |

Signature:


Date: 12/15/23
Thank you for taking the time to fill out this application. Volunteers play a vital role in the Cromwell government and we appreciate your interest. Upon completing your application please forward to the Mayor's Office, 41 West Street, Cromwell, CT 06416.

## Town of Cromwell Board \& Commission Application Form

Name: $\qquad$
Address: (Home) 4 Black haw Or, Cromwell
Telephone: $\qquad$ 1 860-305.6338 Email Address: Rmatus Qsnet net Occupation: Retired

If you are not currently a registered voter in Cromwell, please register in the Town Clerk's office to serve on a board or commission. If you are registered, please check off your party affiliation below. Thank you.
Party affiliation:
$\square$ Democrat
【 Republican
$\square$ Unaffiliated

Board or Commission of Interest: Cromwell Cultural District

Briefly explain your reasons for being interested in serving your town in this capacity and note the qualifications you have which you think will be an asset to this Board or Commission.
As president of the Cromwell Arts Alliance I have a great interest in seeing our community thrive. My passion For the creative, artistic and cultural needs of our town is a driving force for me to serve on this committee

Please include three (3) References with your application.

| Name | Address | Phone Number |
| :--- | :--- | :--- |
| Re Matus | 671 Main Street | $860-595-9360$ |
| AnnGrasso | 70 Strand Circle | $860-632-7735$ |
| Dong Sienna | 7 Lincoln Rd | $860-635-4460$ |



Thank you for taking the time to till out this application. Volunteers play a vital role in the Cromwell government and we appreciate your interest. Upon completing your application please forward to the Mayor's Office, 41 West Street, Cromwell, CT 06416.


## Town of Cromwell <br> Board \& Commission Application Form

Name: Paige Nardiello
Address: (Home) 380 Main Street, Cromwell, CT 06416
Telephone: _ 860-500-0899
E-mail Address: Paige.duprey@att.net Occupation: Attorney
If you are not currently a registered voter in Cromwell, please register in the Town Clerk's office to serve on a board or commission. If you are registered, please check off your party affiliation below. Thank you.
Party affiliation: $\square$ Democrat $\boxtimes$ Republican $\square$ Unaffiliated

Board or Commission of Interest: $\qquad$
Briefly explain your reasons for being interested in serving your town in this capacity and note the qualifications you have which you think will be an asset to this Board or Commission. l love the town that I live in and want to get more involved.
llove art and music.

Please include three (3) References with your application.

| Name | Address | Phone Number |
| :--- | :--- | :--- |
| Ann Grasso |  | (401) 273-9563 |
| Judge Julia Aurigemma |  | $860-346$-2695 |
| Veronica Reis |  | (203) 815-5964 |

Thank you for taking the time to fill out this application. Volunteers play a vital role in the Cromwell government and we appreciate your interest. Upon completing your application please forward to the Mayor's Office, 41 West Street, Cromwell, CT 06416.

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Town of Cromwell Board \& Commission Application Form

Name: $\qquad$ Danielle Tencra

Address: (Home) $\qquad$ 691 main st Cromwell CT 860-304-4198

Email Address: Company $N$ Tempo $@$ Occupation:
$\qquad$ Business. owner: Ferfoning
 yahooicom
If you are not currently a registered voter in Cromwell, please register in the: please check off your party affiliation below. Thank you.

Party affiliation:
$\square$ DemocratRepublicanUnaffiliated

Board or Commission of Interest: $\qquad$ Cultural District

Briefly explain your reasons for being interested in serving your town in this capacity and note the qualifications you have which you think will be an asset to this Board or Commission-



 district is a great asset to a community diversity tuscon Nut
Please include three (3) References with your application.

$\qquad$ Date: $\qquad$ 2. 131 land 23

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