

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

AMENDED REGULAR MEETING AGENDA

Wednesday, March 13, 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. Mattabassett Budget Presentation
 - 2. CMS Building Committee
- E. MAYOR'S UPDATE**
- F. TOWN MANAGER'S UPDATE**
- G. TOWN COUNCIL LIAISON REPORTS**
- H. FINANCIAL/FINANCE DIRECTOR'S UPDATE**
 - 1. Budget Report
 - 2. Discussion and Approval of appropriation for the 2024 DUI Law Enforcement Grant in the amount of \$13,789.49 (100% reimbursable)
 - 3. Discussion and Approval of appropriation in the amount of \$136,000 within the for the Section 5310 DOT Grant for a handicap accessible vehicle (80% reimbursable)
 - 4. Tax Refunds
- I. CHIEF OF POLICE'S UPDATE**
- J. PUBLIC WORKS DIRECTOR'S UPDATE**
- K. CITIZEN COMMENTS** *(limited to 2 minutes per speaker, please be respectful)*
- L. UNFINISHED BUDGET MATTERS FROM MARCH BUDGET WORKSHOPS**

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M. UNFINISHED BUSINESS

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

N. NEW BUSINESS

1. Create position of (Opioid) Prevention Specialist effective upon the date of hire (Funded by Opioid Settlement Funding)
2. Approval of proposed salary for (Opioid) Prevention Specialist
3. Update on Video Monitor Policy
4. Discussion and Possible Action to Lease the Former Sewer Garage Building to Cromwell Creative District

O. APPROVAL OF MINUTES

1. February 14, 2024 Regular Meeting Minutes
2. February 26, 2024 Regular Meeting Minutes
3. March 4, 2024 Public Hearing Minutes
4. March 4, 2024 Special Meeting Budget Workshop

P. APPOINTMENTS/REAPPOINTMENTS/RESIGNATIONS

1. Resignations

- a. Andrew Holt (R), Inland Wetlands and Watercourses Agency, alternate member

2. Appointments

- a. Andrew Holt (R), Inland Wetlands and Watercourses Agency, regular member for a term expiring 12/1/2027

3. Reappointments

- a. Paul Warendt (R), Economic Development Commission, alternate member for a term expiring 3/1/2028
- b. Margaret Colella (D), Library Commission, regular member for a term expiring 2/1/2028
- c. Martha Rennie (D), Library Commission, regular member for a term expiring 2/1/2028
- d. Marie Roberto (U), Library Commission, regular member for a term expiring 2/1/2028
- e. Judy Benvenuto (R), Senior Services Commission, regular member for a term expiring 4/1/2026

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- f.** Deirdre Daly (R), Senior Services Commission, regular member for a term expiring 4/1/2026
- g.** Ann Jordan (R), Senior Services Commission, regular member for a term expiring 4/1/2026
- h.** Anne Kaiser (D), Senior Services Commission, regular member for a term expiring 4/1/2026
- i.** Judy Norris (U), Senior Services Commission, regular member for a term expiring 4/1/2026
- j.** Patricia Snow (D), Senior Services Commission, regular member for a term expiring 4/1/2026
- k.** Bonnie Sprague (D), Senior Services Commission, regular member for a term expiring 4/1/2026
- l.** Linda Worden (D), Senior Services Commission, regular member for a term expiring 4/1/2026

Q. INFORMATIONAL ITEMS

R. ADJOURN

Mattabassett Sewer District

FY2025

March 13, 2024 7:00 PM

Budget Notes: Cromwell

- The FY2025 Budget increased 1.10%, which was driven primarily by inflation on labor, electricity, pension costs, but offset with lower debt services.
- Five Year average flows impact the operating budget and also the community with the largest flows (NB) the most significantly.
- The operating and debt budget increased 1.34% and the Capital budget realized an increase of 1.10% over last year's budget.
- Operating Budget assessment is impacted by credits from income and Middletown buy-in funds. Income credits impact all constituent members. Middletown's admission fee into the District benefits the Charter members only (NB, Berlin, Cromwell). This year, credits from Middletown's addition benefited Cromwell \$85,608.
- Debt portion of assessment decreased this year because the District refinanced a portion of the Clean Water Fund Loan at a lower than 2% interest rate.
- Cromwell is paying 6.8% of debt service as part of their assessment even though their reserve capacity is 8.6% due to admission fee credits.
- This year we used \$250,000 of lower expenses from FY2024 and \$300,000 from reserves to offset budget assessments and capital projects for FY2025.

Fiscal Year 2024-2025 Flow Development Worksheet
and Other Income -

REVISED 1.2.2024

- Notes
- 1 This spreadsheet is based on the FY2023 2024 Budget spreadsheet.
 - 2 The same formulas have been used as in the previous budget preparation process.
 - 3 Known values: XX% Contract Salary increase plus steps, merit increase, XX% Medical costs increase over Current Costs, 20% MERF Est. Contrib from Mattabassett, currently 20.39%, Electricity increase due to dist over current budget
 - 4 Sludge/Septage Income \$1,200,000
Interest Income Projected \$400,000 - Actual FY23 is 400K W/O/U/T NB, B, C Reserve interest.
Misc Income \$130,000
Excess Income Transfer \$0.00 - Need to buildup Reserves and CNR Accounts for future projects and emergencies.
Reserve fund transfer \$0.00 already used funds in previous FY's to reduce debt service

- 5 Overall Budget Increase 1.10% over FY24's budget
- 6 Excluding Capital & Electricity the FY25 budget increased 1.46% over FY24's budget

The Following Input has been derived from the Flow Worksheet: FLOW UPDATE IS THROUGH DEC 2023

	2021 Flows					2022 Flows					2023 Flows					Reserved Allocation 1986		
	Total	Average	% Const	% Tot Flow	Total	Average	% Const	% Tot Flow	Total	Average	% Const	% Tot Flow	Total	Average	% Const	% Tot Flow	Flow	% of
Municipality	3531.82	10.50	48.83%	46.99%	3555.48	9.74	45.25%	43.72%	4286.46	11.74	45.38%	44.05%	12.60	70.39%	57.27%			
New Britain (incl Farm)	1306.39	3.58	16.65%	16.02%	1732.84	4.75	22.05%	21.31%	2190.11	6.00	23.18%	22.50%	3.30	18.44%	15.00%			
Berlin	404.74	1.11	5.16%	4.96%	374.65	1.03	4.77%	4.61%	449.54	1.23	4.76%	4.62%	2.00	11.17%	9.09%			
Cromwell	2304.47	6.31	29.37%	28.28%	2194.92	6.01	27.93%	26.99%	2520.51	6.91	26.68%	25.90%	2.50	N/A	11.37%			
Middletown WWWWTP	307.19	0.84	N/A	3.77%	274.82	0.75	3.36%	3.35%	285.20	0.78	N/A	2.93%	1.60	N/A	7.27%			
MDC	4.60	N/A	N/A	0.06%	4.60	N/A	N/A	N/A			N/A	N/A		N/A	N/A			
Farmington (Not in Tot)	8154.61	22.34	100.00%	100.00%	8132.71	22.28	100.00%	100.00%	9731.82	26.66	100.00%	100.00%						
Total																		

	2017-2021 Average Flows					2018-2022 Average Flows					2019-2023 Average Flows					2015-2031 Reserved Allocation					Primary		Peak Through Secondary	
	Total	Average	% Const	% Tot Flow	Total	Average	% Const	% Tot Flow	Total	Average	% Const	% Tot Flow	Total	Average	% Const	% Tot Flow	Flow	% of	Const	% of	Total	Flow	% of	Total
																	MGD				MGD			
Municipality	3999.99	10.66	51.42%	49.48%	3913.15	10.72	50.01%	48.18%	3876.59	10.62	48.07%	46.41%	14.25	42.86%	40.89%						45.82	22.49	59.75%	
New Britain (incl Farm)	1215.42	3.33	16.02%	15.42%	1378.66	3.78	17.62%	16.97%	1554.27	4.26	19.27%	18.61%	5.00	15.04%	14.35%						12.00	7.89	20.96%	
Berlin	401.40	1.10	5.23%	5.09%	400.33	1.10	5.12%	4.93%	402.26	1.10	4.99%	4.82%	3.00	9.02%	8.61%						7.27	4.73	12.58%	
Cromwell	2068.21	5.67	27.27%	26.24%	2131.88	5.84	27.25%	26.25%	2231.13	6.11	27.67%	26.71%	11.00	33.08%	31.59%						39.10	17.36	6.71%	
Middletown WWWWTP	206.93	0.81	N/A	3.77%	297.74	0.82	N/A	3.67%	289.05	0.79	N/A	3.46%	1.60	N/A	4.59%						5.82	2.53		
MDC	4.60	0.01	N/A	N/A	4.60	0.01	N/A	N/A	4.60	0.01	N/A	N/A												
Farmington (Not in Tot)	7681.96	21.59	100.00%	100.00%	8121.76	22.26	100.00%	100.00%	8353.30	22.90	100.00%	100.00%									110	55		
Total																								

For the Assessment Worksheet Provide the following Projections

Estimate of Interest Income for the Budgeted Fiscal Year (Reduced due to COVID and low interest rates)	\$400,000
Estimate of Septage and Grease Income	\$160,000
Estimate of Sludge Revenue	\$1,060,000
Estimate of Miscellaneous Income with NITROGEN CREDIT, Demand Response, etc	\$130,000
Estimate of Misc, Nitrogen Loan/Bond Income	\$0
Reserve Fund Transfer for Operations Expenses (Misc. Eversource Electricity Lower, Gas, Chemicals)	\$250,000
Reserve Fund Transfer to reduce Assessment burden from large Capital Projects.	\$300,000
\$13,000,000 Res Fund Transfer for NB, B, C 2016-2017 Start, Amt. Reduced each Yr	\$797,905.07
New Britain	\$504,638
Berlin	\$135,110
Cromwell	\$149,235
Middletown	\$73,822
Farmington	\$58,608
Total	\$886,413

MIDDLETOWN PUMP STATION GRIT REMOVAL SYSTEM CAPITAL CREDIT

THE MATTABASSETT DISTRICT
FY 24-25 BUDGET
Finance Committee - xx/xx/2024

<u>ACCOUNT</u>	<u>FY 23-24 BUDGET</u>	<u>FY 24-25 BUDGET</u>	<u>CHANGE</u>	<u>NOTES</u>	<u>DELTA</u>
51000 Liability Insurance	\$159,940	\$169,000	5.66%		\$9,060
52100 Engineering Services	\$209,000	\$209,000	0.00%		\$0
52200 Legal	\$87,000	\$87,000	0.00%		\$0
52300 Accounting	\$26,500	\$30,000	13.21%		\$3,500
52400 Training, Conf & Meetings	\$52,000	\$52,000	0.00%		\$0
52500 Board Meetings	\$27,250	\$38,950	42.94%		\$11,700
53000 Business Services	\$198,500	\$228,500	15.11%		\$30,000
53510 Permit Fees	\$25,000	\$25,000	0.00%		\$0
53550 Nitrogen Credits Purchase	\$0	\$0			\$0
54000 Office Supplies	\$21,000	\$23,000	9.52%		\$2,000
54500 Miscellaneous	\$19,000	\$19,000	0.00%		\$0
56000 Salaries	\$3,312,716	\$3,435,778	3.71%		\$123,062
56600 Overtime & Meal Allowances	\$103,417	\$103,755	0.33%		\$338
56700 Shift Differential	\$43,206	\$43,206	0.00%		\$0
57100 Worker's Compensation Insur.	\$70,000	\$60,000	-14.29%		(\$10,000)
57200 Employee Health Insurance	\$749,893	\$776,415	3.54%		\$26,521
57400 Unemployment Compensation	\$8,000	\$8,000	0.00%		\$0
58000 Retirement Benefits	\$825,060	\$840,153	1.83%		\$15,093
59000 Uniforms, Shoes, Physicals, EAP	\$36,520	\$36,520	0.00%		\$0
61100 Operations Supplies	\$32,500	\$32,500	0.00%		\$0
61150 Cleaning Supplies	\$25,000	\$25,000	0.00%		\$0
61200 Chemicals	\$859,500	\$869,500	1.16%		\$10,000
61300 Electricity	\$2,142,000	\$2,150,000	0.37%		\$8,000
61400 Fuel: Natural Gas & Fuel Oil	\$245,000	\$271,000	10.61%		\$26,000
61500 Potable Water	\$70,000	\$75,000	7.14%		\$5,000
61600 Gasoline & Diesel Fuel	\$12,000	\$12,000	0.00%		\$0
61700 Disposal - Sludge, Grit, Rags	\$81,500	\$81,500	0.00%		\$0
61800 Ash Handling	\$120,000	\$120,000	0.00%		\$0
61810 OUTFALL Cleaning and Jetting	\$40,000	\$40,000	0.00%		\$0
61815 Odor Control Acid Cleaning (2/Yr)	\$30,000	\$40,000	33.33%		\$10,000
61820 Odor Control CARBON CHANGEOUT	\$120,000	\$150,000	25.00%		\$30,000
61825 Sludge Storage Tank Cleaning (1/Yr)	\$18,000	\$20,000	11.11%		\$2,000
61830 IDI Carbon Change 1/ Yr	\$75,000	\$90,000	20.00%		\$15,000
62100 Plant Maintenance Supplies	\$351,500	\$326,500	-7.11%		(\$25,000)
62200 Lubricants	\$35,000	\$35,000	0.00%		\$0
62300 Plant Maintenance Services	\$273,000	\$273,000	0.00%		\$0
62400 Building & Grounds	\$295,000	\$285,000	-3.39%		(\$10,000)

<u>ACCOUNT</u>	<u>BUDGET</u>	<u>BUDGET</u>	<u>CHANGE</u>	<u>NOTES</u>	<u>DELTA</u>
63100 Laboratory Supplies	\$36,000	\$46,000	27.78%		\$10,000
63200 Laboratory Services	\$30,000	\$30,000	0.00%		\$0
69000 Contingency	<u>\$150,000</u>	<u>\$150,000</u>	<u>0.00%</u>		\$0
Total Ops Budget	\$11,015,003	\$11,307,277	2.65%		\$292,274
64000 Bonded Debt Payment	\$4,915,869	\$4,836,286	-1.62%		(\$79,583)
Total Ops & Debt Budget	\$15,930,872	\$16,143,563	1.34%		\$212,691
71000 Capital Gen & Plant	\$3,545,000	\$3,600,000	1.55%		\$55,000
71030 Capital Nitrogen	<u>\$50,000</u>	<u>\$0</u>	<u>-100.00%</u>		(\$50,000)
Total Ops & Cap Budgets	\$19,525,872	\$19,743,563	1.11%		\$217,691
73000 Nitrogen Upgrade & CA/OPM	\$0	\$0			\$0
84000 Legislative Payment Cromwell	\$100,000	<u>\$100,000</u>	0.00%		\$0
91000 CREDITS TO TOWNS	\$15,000	<u>\$14,000</u>			(\$1,000)
Total Budget	\$19,640,872	\$19,857,563	1.10%		\$216,691
 TOTAL Budget W/OUT Capital or Electricity	 \$13,903,872	 \$14,107,563	 1.46%		 \$203,691

LEGAL NOTICE

THE MATTABASSETT DISTRICT

Budget XX XX, 2024

Finance Committee Approved xx/xx/2024

Fiscal Year July 1, 2024 to June 30, 2025

EXPENDITURES

Liability Insurance	\$169,000.
Engineering Services	\$209,000.
Legal & Accounting	\$117,000.
Training, Travel, & Meetings	\$52,000.
Office/Bus Services & Supplies	\$309,450.
Permit Fees	\$25,000.
Nitrogen Credits Purchase	\$0.
Salaries	\$3,582,740.
Employee Health Insurance	\$776,415.
Retirement	\$840,153.
Workers Comp Insurance	\$60,000.
Misc Employee Services	\$44,520.
Operations Supplies	\$57,500.
Sludge, Grit, Rags & Ash Disposal	\$201,500.
Outfall, Odor Towers, Incin. Carbon	\$340,000.
Electricity	\$2,150,000.
Natural Gas, Diesel & Gasoline	\$283,000.
Chemicals	\$869,500.
Water	\$75,000.
Bldgs, Grds & Equip Maintenance	\$919,500.
Laboratory	\$76,000.
Contingencies	<u>\$150,000.</u>
Total Operations Budget	\$11,307,277.
Bonded Debt Payment	\$4,836,286.
Capital Outlay Gen & Plant	\$3,600,000.
Capital Nitrogen	\$0.
Legislative Payment Cromwell	<u>\$100,000.</u>
CREDITS to TOWNS	<u>\$14,000.</u>
Operations, Debt & Capital Budgets	\$19,857,563.

Total Budget **19,857,563**

REVENUE

New Britain	\$7,155,522
Berlin	\$2,698,734
Cromwell	\$1,094,629
Middletown	\$5,057,580
Metropolitan District Commission	\$760,557
Farmington	\$12,636
Interest Income	\$400,000
Sludge Management	\$1,200,000
Operating Fund Excess Income	\$250,000
New Britain, Berlin, Cromwell, Credits	\$797,905
Reserve Fund Debt Transfer	\$300,000
Miscellaneous Income:	\$130,000

Total Revenue **\$19,857,563**

Approved by Board of Directors: x/xx/2024

	FY 2023-2024	FY 2024-2025	CHANGE	
New Britain (less Farmington): Total:	\$7,133,922.	\$7,155,522.	0.30%	\$21,600.
Operations (net minus debt & Cap)	\$4,534,540.	\$4,358,834.	-3.87%	(\$175,706.)
Debt	\$1,505,437.	\$1,414,472.	-6.04%	(\$90,966.)
Capital Gen & Admin	\$1,093,945.	\$1,382,216.	26.35%	\$288,271.
Capital Nitrogen	\$0.	\$0.		\$0.
Berlin:	\$2,395,586.	\$2,698,734.	12.65%	\$303,148.
Operations (net minus debt & Cap)	\$1,441,566.	\$1,669,109.	15.78%	\$227,543.
Debt	\$570,179.	\$544,637.	-4.48%	(\$25,542.)
Capital Gen & Admin	\$383,840.	\$484,988.	26.35%	\$101,148.
Capital Nitrogen	\$0.	\$0.		\$0.
Cromwell:	\$1,064,516.	\$1,094,629.	2.83%	\$30,113.
Operations (net minus debt & Cap)	\$484,861.	\$472,921.	-2.46%	(\$11,940.)
Debt	\$349,351.	\$330,715.	-5.33%	(\$18,636.)
Capital Gen & Admin	\$230,304.	\$290,993.	26.35%	\$60,689.
Capital Nitrogen	\$0.	\$0.		\$0.
Middletown:	\$4,803,293.	\$5,057,580.	5.29%	\$254,287.
Operations (net minus debt & Cap)	\$2,487,574.	\$2,544,455.	2.29%	\$56,881.
Debt	\$1,551,637.	\$1,526,518.	-1.62%	(\$25,119.)
Capital Gen & Admin	\$764,082.	\$986,607.	29.12%	\$222,525.
Capital Nitrogen	\$0.	\$0.		\$0.
MDC:	\$737,188.	\$760,557.	3.17%	\$23,369.
Operations (net minus debt & Cap)	\$388,666.	\$383,322.	-1.38%	(\$5,345.)
Debt	\$225,693.	\$222,039.	-1.62%	(\$3,654.)
Capital Gen & Admin	\$122,829.	\$155,196.	26.35%	\$32,367.
Capital Nitrogen	\$0.	\$0.		\$0.
Farmington:	\$12,496.	\$12,636.	1.12%	\$140.
Sub Total				
Interest Income	\$100,000.	\$400,000.	300.00%	\$300,000.
Sludge Management:	\$1,050,000.	\$1,200,000.	14.29%	\$150,000.
Reserve Fund Transfer for Ops Bud	\$500,000.	\$250,000.		(\$250,000.)
\$13 Res Fund Trans NB, B, C Credit	\$713,571.	\$797,905.	11.82%	\$84,334.
Reserve Fund Transfer for CAPITAL Project	\$1,000,000.	\$300,000.		(\$700,000.)
Miscellaneous Income:	\$130,000.	\$130,000.	0.00%	\$0.
Total Budget:	\$19,640,572.	\$19,857,563.	1.10%	\$216,991.
Total Constituents'	\$15,397,317.	\$16,006,465.	3.96%	\$609,148.
Total Contractuals'	\$749,684.	\$773,193.	3.14%	\$23,509.
				1.039181084

PARTICIPANT

	COST PER MILLION GALLONS		CHANGE
	FY 2021-2022	FY 2022-2023	
New Britain (less Farmington):			
Berlin:	2,006	1,669	-16.80%
Cromwell:	1,382	1,232	-10.87%
Middletown:	2,841	2,435	-14.30%
M.D.C.:	2,188	2,007	-8.31%
Farmington:	2,682	2,667	-0.58%
	2,717	2,747	1.12%
Constituent Average	1,356	1,177	-13.26%
			\$5,598,262.
<u>Operations</u>		<u>Debt & Capital</u>	<u>\$5,311,047</u>
\$6,712,047			
New Britain (less Farmington):			
Berlin:	\$3,114,922	40.89%	\$2,171,662
Cromwell:	\$1,248,892	14.35%	\$761,987
Middletown:	\$323,215	8.61%	\$457,192
M.D.C.:	\$1,792,758	31.56%	\$1,676,371
	\$232,261	4.59%	\$243,836

Budget Comparison

	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	Average Annual Increase 2018-2025
Total Budget	\$ 65,221,361	\$ 29,436,053	\$ 25,366,432	\$ 14,465,444	\$ 15,416,086	\$ 14,909,946	\$ 16,165,222	\$ 16,113,196	\$ 16,714,184	\$ 17,658,255	\$ 19,640,572	\$ 19,857,563	4.12%
New Britain	\$ 4,145,937	\$ 4,937,139	\$ 5,137,548	\$ 5,770,140	\$ 5,794,805	\$ 5,841,083	\$ 6,123,969	\$ 5,900,712	\$ 6,348,885	\$ 6,831,607	\$ 7,133,922	\$ 7,155,522	3.35%
Berlin	\$ 1,252,920	\$ 1,551,037	\$ 1,704,358	\$ 1,860,803	\$ 1,862,451	\$ 1,884,167	\$ 1,960,833	\$ 1,957,453	\$ 2,078,380	\$ 2,270,424	\$ 2,395,586	\$ 2,698,734	6.41%
Cromwell	\$ 501,898	\$ 663,429	\$ 797,747	\$ 917,890	\$ 888,309	\$ 885,555	\$ 910,862	\$ 898,887	\$ 964,701	\$ 1,026,215	\$ 1,064,516	\$ 1,094,629	3.32%
Middletown	\$ 971,816	\$ 1,551,998	\$ 2,327,238	\$ 2,759,965	\$ 2,774,914	\$ 2,832,985	\$ 2,912,744	\$ 4,335,752	\$ 4,368,659	\$ 4,588,025	\$ 4,803,293	\$ 5,057,580	11.75%
MDC	\$ 273,312	\$ 375,634	\$ 427,543	\$ 508,346	\$ 618,113	\$ 636,586	\$ 667,881	\$ 654,259	\$ 679,116	\$ 707,790	\$ 737,188	\$ 760,557	3.29%
	\$56 million of budget from Nitrogen Upgrade	\$21 million of budget from Nitrogen Upgrade & set aside	\$12.5 million from reserves & Bond/loan income										
Notes													
% of Budget													
NB	6.36%	16.77%	20.25%	39.89%	37.59%	39.18%	37.88%	36.62%	37.99%	38.69%	36.32%	36.09%	
Berlin	1.92%	5.27%	6.72%	12.86%	12.08%	12.64%	12.13%	12.15%	12.43%	12.86%	12.20%	13.54%	
Cromwell	0.77%	2.25%	3.14%	6.35%	5.76%	5.94%	5.63%	5.59%	5.77%	5.81%	5.42%	5.50%	
Middletown	1.49%	5.27%	9.17%	19.08%	18.00%	19.00%	18.02%	26.91%	26.14%	25.98%	24.46%	25.46%	
MDC	0.42%	1.28%	1.69%	3.51%	4.01%	4.27%	4.13%	4.06%	4.06%	4.01%	3.75%	3.85%	

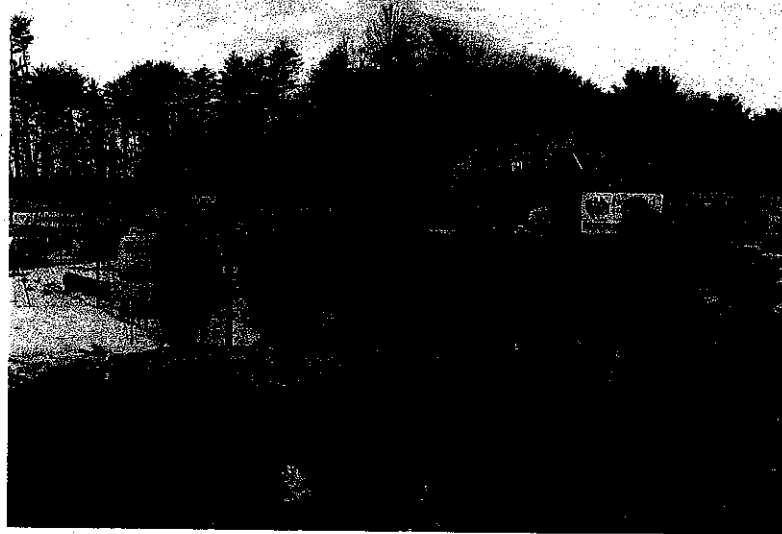


Building Committee
CROMWELL MIDDLE SCHOOL

Town Council Report

March 13, 2024

As of 3/5/24



Construction has officially begun on the new middle school! Thank you for joining with the community at the groundbreaking ceremony to commemorate the milestone.

The ceremony included welcome remarks from Rosanna Glynn, chair of the Cromwell Middle School Building Committee, and speeches by Dr. Enza Macri, superintendent of Cromwell Public Schools; Ann Cocchiola, principal of Cromwell Middle School; and James Demetriades, mayor of the Town of Cromwell. Also attending the groundbreaking were Matt Lesser, state senator; Christie Carpino, state representative; Celina Kelleher, chair of the Board of Education, and student representatives

At the site, trees are being cleared and the contaminated soil is being removed. The State is open to discussing solar panels and their ability to be included as part of a school construction's project reimbursement. We are engaging in discussions to determine if the committee should pursue solar panels as part of this project, as opposed to a capital project later, as was originally planned.

Upcoming Meetings

Wednesday, March 20, 7:00 pm Cromwell High School

Wednesday, April 3, 7:00 pm Cromwell High School

Respectfully Submitted,
Rosanna Glynn
Chair, CMS Building Committee



TOWN OF CROMWELL
HUMAN SERVICES
TOWN HALL, 41 WEST STREET
CROMWELL, CT 06416
(860) 632-3449 FAX (860) 632-3446

Memo

TO: Town Manager/Town Council
FROM: Amy Saada, Director of Human Services
DATE: 03/05/2024
RE: Human Services Director Report

Senior Center & Transportation Programs

- A new round of DOT5310 funding has been announced. An application will be completed to seek 80/20 funding for a new bus.
- It's National Nutrition Month. Meals on Wheels of America is selling "meal wheels" for \$1.00 and proceeds directly support our local meals on wheels program. Wheels can be purchased in the Senior Center.

Some Upcoming Special March Programs:

3/7- AAA Safe Driving Class at the Senior Center

03/11- Introduction to Italian

03/12- St. Patrick's Day Lunch Party with live music from the Willie & Jan Band

03/13- Wii Bowling Tournament, we are hosting Bristol Senior Center for a friendly competition!

03/14- March Madness Trivia party

03/19- Identity Theft presentation by M&T Bank

3/19- Symphonic Music Program

3/21- Golf League Information Session, come learn about our very popular golf league & the rules.

3/25- Virtual Travel- Come visit radiant Rwanda with us!

3/26- Makeup Class for Mature Adults

03/28- Storytelling Event

Local Outings/Trips this Month:

Cheesecake Factory & Blue Back Square

New Britain Museum of Art and lunch at Angelo's market

Reins Deli

Lakeside Bar & Grill

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

- Staff attended an all-day Symposium on the Opioid Epidemic at ECSU on 2/29/24 learning what communities can be doing to address the epidemic.
- The Annual Spring Holiday food basket program applications are being accepted. This program provides a holiday meal to those meeting income guidelines.
- A mini grant is open through Connecticut Food Share. Awilda Rodriguez applied for her first grant and is seeking replacement shelving in the food bank as the shelves are bowing and also funds to support the expansion of food storage space in the hallway. Awaiting award announcement.

Youth Services

- A Charter Oak Community College social work intern will assist our department during the spring and summer semesters.
- Bethany Lutheran Church and Preschool held a diaper drive and collected over 2,500 diapers for the Diaper Bank.
- Sarah attended the Inspire & Empower Central Connecticut Adult-Youth Workshop last month.
- Youth Services and the Cromwell Prevention & Awareness Council (CPAC) are hosting a webinar about The Impact of Legalized Cannabis on our Youth & Community on Wednesday, March 20 at 7:00 PM. Registration information can be found on our website cromwellct.com/youth-services.

Memo

To: Town Manager Salvatore
From: Kara Canney -Library Director
cc:
Date: 3/8/2024
Re: Town Council Meeting/Library Goals

At the Town Council Budget Meeting on 3/6/2024, Councilwoman Dabrowski stated that she had hoped I had more quantifiable goals. Since my performance is evaluated by you and I do provide statistics to the council monthly and also provided many in my presentation to the Council on 1/18/2024, I am asking for clarification on her statement.

Books, and other materials do not have feelings but the patrons that visit us do. With that in mind, I am considering including all of the notes, emails and cards we receive in future reporting. While these are not necessarily quantifiable measures they do have an impact staff morale and paint a picture not connected to numbers.

Strategic Plan Update What we are working on year 1 or currently

Community-Coffee bar on Tuesday's (HE), clean out furniture in children's area and history room (HE), add dramatic play area (HE)

Technology-Update Microsoft (HE), new computers (HE), database tutorials (LE), fun technology (LE), streaming sticks (HD)

Access-Outdoor library area (LE), formal homebound plan (LE), outreach (HD), lights outside on the library sign (LE)

Communication-library merch (HE), monthly email (HE), advertise programs at programs (HE), social media statistics (HE), outreach signage (LE), database marketing (LE), ancestry by appointment(LE), clean up old social media (LD)

HE=High Impact/Easy

HD=High Impact/Difficult

LE=Low Impact/Easy

LD=Low Impact/Difficult

Janvrin Grant The Eco Warriors will be sending me some dates for the upcoming school visit.

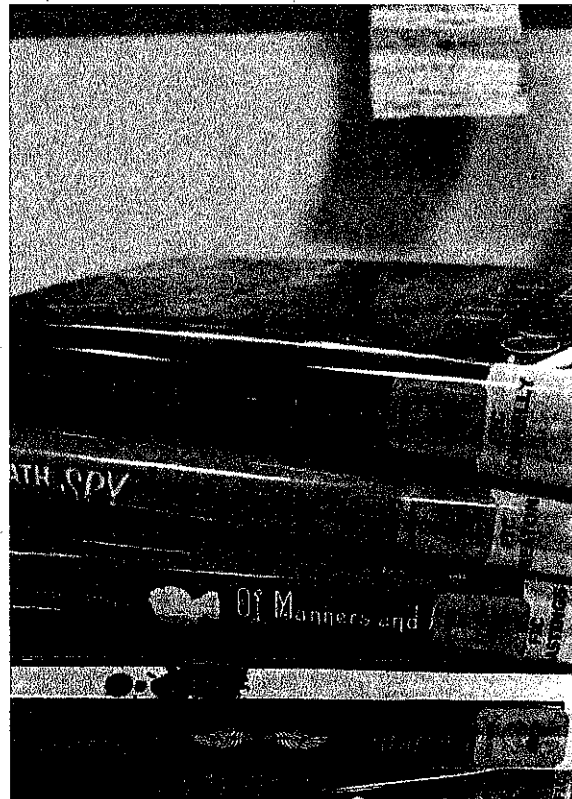
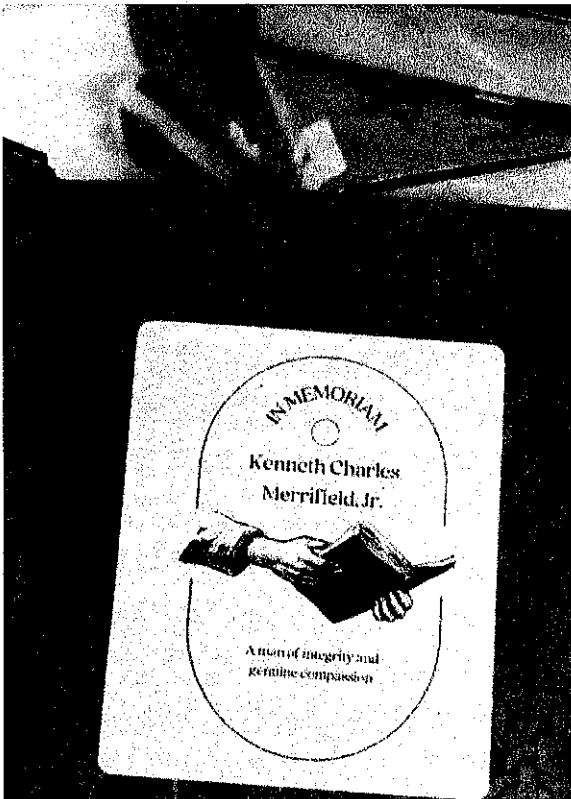
School Collaboration Once again we will be sending library card applications to all the schools and in October of the next school year the 1st grade classes will be visiting the library to take a tour as well as get their library card.



James Matthew Neeland is 🥰 feeling loved. ...

19h · 🌐

I am in heartfelt appreciation for the amazing, wonderful folks at Cromwell Belden Public Library for honoring Ken's memory with these bookplates. Kara, Emma and the entire staff do such wonderful work for our Community. Ken and I had been champions of the public library system, and I remain one. And I always will defend and support the mission of a free, open lending library - so much more than books. Yet books still dominate, as they did enthrall Ken. What additional words of gratitude may I employ to fully express what a lovely thing this is, to help craft Ken's legacy? Simply, there are none. ❤️



3/6/2024

Dear Kara, Director of Cromwell Library,

I would like to acknowledge the exemplary service I received by two of your employees today.

Linda and Frances were extremely helpful in ^{the} ~~successful~~ of my completing an "online or Drivers license Renewal" process using the DMV web portal. Not only were they professional, but they were delightfully patient and extremely courteous!!

This kind of help in ^{the} public services is so rare these days. You are fortunate to have such lovely ladies as your co-workers!

I would highly recommend Cromwell library to all!

Thank you!

Kindly,

Sharon Hyatt
Court St.
Cromwell

P.S. I'm thrilled I got my Drivers license renewed!! ☺

A Note from the Director, Kara Canney

Dear Cromwell Community Members and Library Patrons,

I am delighted to share our Library's Strategic Plan!

I would like to start by saying how proud I am of the Cromwell Belden Public Library. I would like to publicly thank the Library staff for their dedication to the strategic planning process and for their everyday efforts to make the Library a welcoming place.

Thank you to everyone who took the time to speak candidly during the seven Community Conversations we hosted. Again and again we heard that our Library was a special place, the heart of this community.

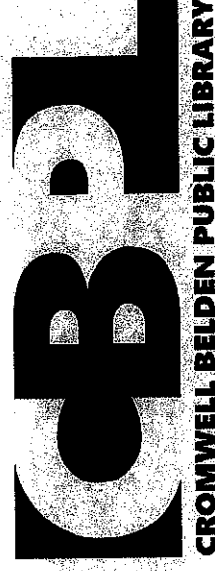
The Town of Cromwell has proud ties to its history and great aspirations for its future. While we enjoyed all the compliments we received, we also identified ways we can improve serving you. This plan is more than a roadmap; it is a commitment to Community, Technology, Access and Communication.

This Strategic Planning Process was a unique opportunity offered by the Connecticut Library Consortium and Maureen Sullivan & Associates. We worked as a cohort of seven town libraries, and the end result proves that collaboration is the key to success.

We look forward to the progress we will be making in the next three years.

Warmly,


Kara Canney



Strategic Plan 2024-2027

☎ 860 632 3460

📍 39 West Street, Cromwell, CT 06416

🌐 www.cromwellct.com/library

Strategic Initiatives

Cromwell Belden Public Library

Mission Statement

The mission of the Cromwell Belden Public Library is to provide a free place to discover, create, share and inspire lifelong learning.

Cromwell Belden Public Library

Vision Statement

The vision of the Cromwell Belden Public Library is to grow our role as the heart of the community. We aspire to cultivate and nurture connections while anticipating and responding to changing community needs.

Strategic Planning Team:

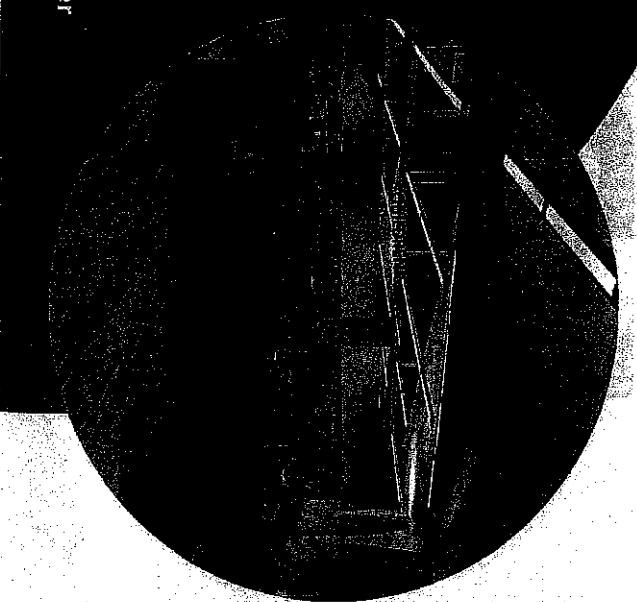
Kara Canney,
Director

Emma Russo-Savage,
Adult Services Librarian

Karlyn Marcantonio,
Library Technical Assistant

Emily Mills,
Youth Services Librarian

Martha Rennie,
Library Commission Member



Community: Create, Develop, Promote and Support

- Create a space where everyone feels welcomed
- Develop and sustain lasting community relationships
- Promote access to historical and cultural information for current and future generations
- Support the collection and preservation of materials of historic interest and value to Cromwell

Technology: Sustain, Guide and Provide

- Sustain access to technology for the community
- Guide patrons in the use of unfamiliar technologies
- Provide access to evolving technology for Library users and for the efficient operation of Library services

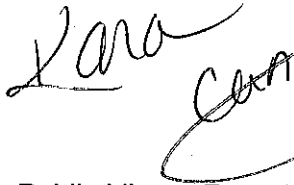
Access: Connect, Expand and Adapt

- Connect with the community to encourage life-long library users
- Expand outreach efforts to create new Library users
- Adapt Library procedures and facilities to ensure the Library is welcoming and accessible

Communication: Inform, Engage and Inspire

- Inform patrons of upcoming events and Library information by developing creative communication methods
- Engage with patrons through various platforms
- Inspire patrons to connect with each other and with our Library

Memo

To: Town Manager Salvatore
From: Kara Canney 
Date: 3/6/2024
Re: Cromwell Belden Public Library Report

Statistics for the month of February

Door Count: 5,166
Circulation: 8,957
Programs: 42 **Attendance:** 1842
Downloads: (Overdrive, Hoopla, Kanopy) 1,167
Computer Sessions: 263
Study Rooms: 135 hours/111 People

Staff-Fully staffed.

Strategic Library Plan-Will be available in paper copy and digitally on our library page officially on 3/11/2024. Staff is meeting every other week to continue to evaluate, implement and execute this plan. A copy is included here for you.

Food Scraps- Working on dates to book Eco Green Warriors for school visits to raise awareness of the importance of composting and recycling.

Quail- The library may be hatching quail! More updates to come.

Upcoming Events not to miss!

Propagation Station 3/21 at 6:30 PM

Composting 101 4/18 at 6:30 PM
Paint Your Pet Portrait 4/22 at 6 PM

Romance Book Club (Author will be available to answer questions)
Bombshell by Sarah McClean 3/12 at 6:30 PM



SCOTT KIERAS
RECREATION Director

SHELBY JONES
Program Coordinator

ROSANNE KRAJEWSKI
Administrative Assistant

MEMORANDUM

TO: Anthony Salvatore, Town Manager

FROM: Scott Kieras, Recreation Director

DATE: March 6, 2024

RE: March Recreation Department Updates

Below are town council updates from our Recreation Department:

- ❖ Youth Basketball ended on Saturday, February 24. We had a total of 204 Participants from grades 1 – 8.
- ❖ At time of this Memorandum, our 2024 Spring / Summer Brochure is completed and at the printers. Our brochure will be mailed to all Cromwell Postal Customers the week of March 11th. We will also have a PDF Copy available on our website.
- ❖ The New Watrous Pavilion was delivered this week and construction will start the week of March 11th. We are told the completion of construction should take a few weeks meaning by the end of March, it should be completed. 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.
- ❖ Continued talks with the Champions Ice Rink are ongoing. Our hope is to have additional program at their facility with opportunities for adult / senior swim times. If well received by our residents, we can also look into addition access for residents to utilize their facility which includes an indoor swimming pool, fitness center and Public Ice-Skating opportunities. Also looking to have our summer camp attend as a scheduled field trip this summer.

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



Town of Cromwell

Office of the Town Manager

TOWN MANAGER'S REPORT

Date: March 7, 2024

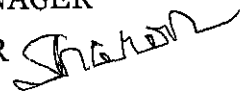
To: Members of the Town Council

From: Anthony J. Salvatore, Town Manager

Subject: Town Manager's Report for 3/13/2024 Town Council Meeting

- We have wrapped up negotiations with IUOE (Public Works Union). There is a tentative agreement that will come before the Council in Executive Session to be ratified.
- We are in the process of preparing the State Bond Grant Applications. They have been submitted or plan to be submitted by the end of this week.
- February 21st – I met with Former Executive Director of the Fire District Julius Neto and the newly hired Executive Director Roger Hart.
- February 21st – I attended the Cromwell Middle School Ground Breaking.
- February 28th – The Town Engineer, the Public Works Director and I met with Silver Petrucelli regarding the Pierson Park Project.
- February 29th – I attended a meeting with the Mayor and Superintendent of Schools regarding moving their CNR requests to the Town.
- We have held numerous budget meetings with Town Staff. Budget workshops have also been held. The Public Hearing Notice for the CNR requests received by the Board of Education will be posted by early next week.
- We continue to work on Economic Development and various commercial and residential projects.

TOWN OF CROMWELL

DATE: MARCH 6, 2024
TO: ANTHONY J. SALVATORE, TOWN MANAGER
FROM: SHARON DEVOE, FINANCE DIRECTOR 
RE: MARCH TOWN COUNCIL REPORT

I am submitting budget reports for fiscal year 2024 for the Town Council meeting on March 13th. The reports reflect activity through the end of February.

Expenditures are basically in line with expectations for this point in the fiscal year. As is typical, we are monitoring a few budget areas. Revenue is also on target compared to budget levels. Tax Collections continue to remain strong.

The Board of Finance set the Public Hearing on the 2024-2025 budget for April 4th at 6:00 pm. A budget workshop will follow the Public Hearing, with a second budget workshop on April 11th at 6:00 pm. April 17th is set aside for a third budget workshop if necessary. All the budget workshops will take place in the Council Chambers.

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

Thank you.

TOWN OF CROMWELL, CT

YEAR-TO-DATE BUDGET REPORT



JOURNAL DETAIL 2024 1 TO 2024 8									
FOR 2024 08	ACCOUNTS FOR:	GENERAL FUND	ORIGINAL ESTIM REV.	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL	
001	002 TOWN CLERK'S OFFICE		-336,000	0	-336,000	-203,295.30	-132,704.70	60.5%	
	021 TAX COLLECTOR		-49,919,166	0	-49,919,166	-49,260,515.77	-658,650.23	98.7%	
	022 ASSESSOR'S OFFICE		-500	0	-500	-536.00	36.00	107.2%	
	030 PUBLIC WORKS ADMIN.		-45,900	0	-45,900	-33,176.16	-12,723.84	72.3%	
	033 BUILDING INSPECTION		-350,000	0	-350,000	-267,981.87	-82,018.13	76.6%	
	040 POLICE DEPARTMENT		-99,800	0	-99,800	-41,806.65	-57,993.35	41.9%	
	050 HEALTH DEPARTMENT		-25,000	0	-25,000	-5,620.00	-19,380.00	22.5%	
	053 SENIOR SERVICES		-500	0	-500	-675.00	175.00	135.0%	
	061 LIBRARY		-500	0	-500	-767.65	267.65	153.5%	
	206 BOARDS & COMMISSIONS		-9,500	0	-9,500	-5,016.00	-4,484.00	52.8%	
	207 STATE OF CONNECTICUT		-5,841,349	0	-5,841,349	-3,477,437.41	-2,363,911.59	59.5%	
	208 MISCELLANEOUS SOURCES		-928,239	0	-928,239	-928,369.64	130.64	100.0%	
	TOTAL GENERAL FUND		-57,556,454	0	-57,556,454	-54,225,197.45	-3,331,256.55	94.2%	

TOWN OF CROMWELL, CT

YEAR-TO-DATE BUDGET REPORT



FOR 2024 08

JOURNAL DETAIL 2024 1 TO 2024 8

ACCOUNT'S FOR:	GENERAL FUND	ORIGINAL APPROP	TRANSFERS/ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
001								
001	TOWN MANAGER'S OFFICE	421,255	0	421,255	251,118.93	539.68	169,596.39	59.7%
002	TOWN CLERK'S OFFICE	225,761	0	225,761	141,122.80	11,699.98	72,938.22	67.7%
003	REGISTRAR OF VOTERS	84,951	0	84,951	39,882.95	9,897.54	35,170.51	58.6%
004	PLANNING COMMISSION	3,525	0	3,525	959.26	77.33	2,488.41	29.4%
005	ECONOMIC DEVELOPMENT	122,443	0	122,443	10,001.31	249.19	112,192.50	8.4%
006	BOARD OF FINANCE	41,867	0	41,867	40,835.15	.00	1,031.85	97.5%
007	CHARTER REVISION COMM	500	0	500	.00	.00	500.00	.0%
008	BOARD OF ASSESSMENT APPEALS	600	0	600	221.70	.00	378.30	37.0%
009	ZONING BOARD OF APPEALS	1,250	0	1,250	423.96	54.48	771.56	38.3%
010	INLAND WETLANDS	1,900	0	1,900	570.00	.00	1,330.00	30.0%
011	COMM. FOR DISABLED PEOPLE	100	0	100	.00	.00	100.00	.0%
012	DONATIONS AND DUES	51,060	0	51,060	47,525.00	3,000.00	535.00	99.0%
013	TOWN COUNCIL	2,400	0	2,400	1,357.55	.00	1,042.45	56.6%
014	LEGAL EXPENSE	232,100	0	232,100	88,359.90	118,540.10	25,200.00	89.1%
015	CENTRAL SERVICES	211,925	0	211,925	137,763.66	57,617.42	16,543.92	92.2%
016	INSURANCE EXPENSE	620,330	0	620,330	453,040.79	139,351.32	27,937.89	95.5%
017	GENERAL EXPENSE	15,002	0	15,002	8,045.19	1,805.00	5,151.81	65.7%
018	DEVELOPER/PLANNER	147,981	0	147,981	95,975.36	1,243.15	50,762.49	65.7%
019	FINANCE DEPARTMENT	424,379	0	424,379	267,825.81	1,264.71	155,288.48	63.4%
020	TAX COLLECTOR	164,975	0	164,975	111,456.91	39.68	53,478.41	67.6%
021	ASSESSOR'S OFFICE	253,058	0	253,058	156,991.79	1,890.41	94,175.80	62.8%
022	PUBLIC WORKS ADMIN.	247,328	43,712	291,040	179,091.76	8,983.75	102,964.49	64.6%
030	ENGINEERING	827,740	0	827,740	476,249.77	5,778.91	88,230.12	64.6%
031	SOLID WASTE REMOVAL	224,935	0	224,935	155,410.97	2,476.40	77,274.67	65.6%
032	BUILDING INSPECTION	1,528,616	0	1,528,616	709,743.12	272,307.86	546,565.02	64.2%
033	HIGHWAY DEPT.	658,784	0	658,784	368,590.89	68,167.94	222,025.17	66.3%
034	PARKS & GROUNDS	458,248	0	458,248	287,329.19	27,571.13	143,347.68	68.7%
035	PUBLIC WORKS-OTHER	474,000	0	474,000	313,445.85	120,601.73	39,952.42	91.6%
036	VEHICLE MAINTENANCE	326,371	0	326,371	177,538.31	70,769.61	78,063.08	76.1%
037	POLICE DEPARTMENT	3,952,555	30,216	3,982,771	2,439,472.08	38,036.40	1,505,262.64	62.2%
038	EMERGENCY MANAGEMENT	21,050	0	21,050	10,285.69	.00	10,764.31	48.9%
039	ANIMAL CONTROL	95,128	323	95,451	65,229.16	.00	30,222.17	68.3%
040	HEALTH DEPARTMENT	214,966	2,949	217,915	128,646.68	35,776.98	53,491.34	75.5%
041	HUMAN SERVICES	144,009	0	144,009	97,653.64	160.27	46,195.09	67.9%
042	SENIOR SERVICES	145,338	0	145,338	85,477.40	6,842.74	53,017.86	63.3%
043	YOUTH SERVICES	113,172	0	113,172	75,945.48	3,315.45	33,911.45	70.0%
044	TRANSPORTATION SERVICES	159,489	0	159,489	92,361.71	2,983.63	64,143.66	59.8%
045	RECREATION DEPARTMENT	290,775	0	290,775	189,886.41	8,377.82	92,510.77	68.2%
046	LIBRARY	690,975	16,449	707,424	426,910.97	25,216.58	255,296.45	63.9%
047	BONDED DEBT	3,131,059	0	3,131,059	645,967.00	.00	2,485,092.00	20.6%
048	EMPLOYEE BENEFITS	4,294,415	-93,649	4,200,766	2,217,694.84	1,122,001.52	861,069.19	79.5%
049	BOARD OF EDUCATION	36,163,384	0	36,163,384	19,696,608.81	.00	16,466,775.19	54.5%
050	DEVELOPMENT COMPLIANCE	116,125	0	116,125	75,108.42	631.03	40,385.55	65.2%

TOWN OF CROMWELL, CT

YEAR-TO-DATE BUDGET REPORT



JOURNAL DETAIL 2024 1 TO 2024 8									
ACCOUNTS FOR:	GENERAL FUND	ORIGINAL APPROP	TRANSFERS/ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED	
120 CONSERVATION COMMISSION		1,210	0	1,210	.00	.00	1,210.00	.0%	
TOTAL GENERAL FUND		57,556,454	0	57,556,454	30,913,310.10	2,437,023.27	24,206,120.63	57.9%	



CROMWELL POLICE DEPARTMENT

Frederick Sifodaskalakis

Chief of Police



To: Anthony J. Salvatore
Town Manager

From: Chief Fred Sifodaskalakis

A handwritten signature in black ink, appearing to read "Fred Sifodaskalakis".

Subject: 2024 DUI Law Enforcement Grant

Date: February 23, 2024

I am requesting that you add the above grant to your Town Council Agenda, March 13, 2024 to receive the 2024 DUI Law Enforcement Grant.

Sergeant Bengtson has prepared the grant application (copy attached) of which includes twenty-six (26) roving patrols.

Based on the figures that I have received, I am requesting an appropriation of \$13,789.49 from Capital Non-Recurring of which 100% will be reimbursed back to the Town.

I will be making a request to the Board of Finance at their March 2024 meeting for their approval of funding.

Application General Information Form

ACCEPTANCE – IT IS UNDERSTOOD AND AGREED BY THE UNDERSIGNED THAT FUNDS RECEIVED AS A RESULT OF THIS APPLICATION IS SUBJECT TO THE REGULATIONS GOVERNING HIGHWAY SAFETY PROJECTS. THIS AGREEMENT MAY BE TERMINATED BY EITHER PARTY IN ACCORDANCE WITH TRANSPORTATION SAFETY SECTION POLICY. COPY OF POLICY OBTAINED UPON REQUEST.

Project Title: *

Governmental Unit/Agency: *

Cromwell Police 2024 DUI Grant
Town of Cromwell

Check here if the remittance address is different than the Applicant/Organization address.

Governmental Unit/Agency Information

Governmental Unit/Agency:

Town of Cromwell

Address *

41 West Street

City *

Cromwell

State *

Connecticut

Zip *

06416

FEIN

UEI Number

Applicant Information

Applicant Name:

Cromwell Police Department

Address *

41 West St

City *

Cromwell

State *

Connecticut

Zip *

06416-2180

E-mail *

sgt.bengtson@cromwellpd.com

Phone *

(860) 635-2256

Fax

(860) 632-9040

Project Director Information

Designated Project Director for this grant:

Ryan Bengtson *

First Name *

Ryan

Last Name *

Bengtson

Title *

Sergeant

Email *

SGT.BENGTON@CROMWELLPD.COM

Phone *

(860) 635-2256 ext. 7849

Financial Officer Information

Designated Financial Officer for this grant:

Sharon DeVoe *

First Name *

Sharon

Last Name *

DeVoe

Title *

Finance Director

Email *

sdevoe@cromwellct.com

Phone *

(860) 632-3415

Authorizing Official Information

Designated Authorizing Official for this grant:

Fred Sifodaskalakakis *

First Name *

Fred

Last Name *

Sifodaskalakakis

Title *

Chief of Police

Email *

chief.sifodaskalakakis@cromwellpd.com

Phone *

(860) 635-7843

Problem ID

Applicant: Cromwell Police Department
Project Title: Cromwell Police 2024 DUI Grant

Insert Local DUI crash and citation statistics and local problem ID here.

DATA MUST INCLUDE ALCOHOL-RELATED FATAL AND INJURY CRASH DATA, DUI ARREST DATA, TIME OF DAY AND DAY OF THE WEEK AND LOCATIONS WHERE THE PROBLEM EXISTS.

Crash data can be obtained from the Connecticut Crash Data Repository at: <http://www.ctcrash.uconn.edu/>

If State Police Investigated roadways run through your town, please contact Connecticut Crash Data Repository staff for your crash statistics.

If your data shows increased DUI at days or times outside the defined program parameters of Thursday, Friday and Saturday from 1700 to 04:00, please contact the Highway Safety Office for guidance.

STATEMENT OF THE PROBLEM AND BACKGROUND INFORMATION

The Cromwell Police Department is geographically located in the center of the State of Connecticut and has two major interstate highways (Interstate 91 and Route 9) passing through it, in addition to four secondary state routes (Rte. 99, Rte. 3, Rte. 372, and Rte. 524). Not including the aforementioned interstate highways and secondary state routes, the Cromwell Police Department is responsible for patrolling approximately 58 miles of local town-maintained roadways.

The Cromwell Police Department is focused on prevention and enforcement of motor vehicle violations, specifically DUI. The prevention is initiated through the School Resource Officer at the High School and Middle School level through the use of the DARE Program. Further, the Cromwell Police, when fully staffed, has the ability to assign late evening patrols operating between 1800 and 0300 hrs., with their primary duties to conduct traffic enforcement.

The Cromwell Police Department participates in the Department of Transportation and Connecticut Chiefs of Police public service announcements pertaining to the "Don't Drink and Drive" campaigns. In October of 2019, an Officer from this department became certified through the NHTSA/ACP as a Drug Recognition Expert. This officer has utilized this certification in evaluating individuals operating under the influence, both within the jurisdiction of Cromwell, as well as assisting outside law enforcement agencies. This officer will also utilize this certification to assist in the training of recruits at the CT POSTC Academy in SFST training, as well as ARIDE/HIVIS training classes.

A review of statistical data maintained by the Cromwell Police Department has disclosed that between January 1, 2020, and December 31, 2022, there have been 87 arrests for DUI. 66.66% took place between 2000 and 0400 hours and 63.22% occurred between Thursday evening and Sunday morning. During this same three-year date range, there have been 786 motor vehicle accidents (MVA's) that occurred on public roadways and were investigated by Cromwell Police Officers (per CT Crash Data Repository). Of the MVA's reported, 34 involved DUI operators, which represents 4.33% of the reported accidents. There were 11 injuries as a result of these 34 MVA's involving an operator charged with DUI. Of note, there were no fatal MVA's investigated by the Town of Cromwell Police Department during this three-year (2020-2022) time period.

The primary locations for offender detection are the Rte. 372 corridor that runs east and west through town, as well as Rte. 3 and Rte. 99, which intersect with Rte. 372 and run north and south. All three routes pass through commercial venues and residential neighborhoods. 33.33% of the offenders were located on Rte. 372, 18.39% on Rte. 3, 6.90% on Rte. 99, and 18.40% on municipal roads. During this prior three (3) year period of the 87 operators arrested for DUI, 77% were operating on public highways (58.61% on State of CT-maintained roadways and 18.39 % on Town of Cromwell municipal roadways). The Cromwell Police Department uses this statistical data in reporting motor vehicle accidents, fatalities, and injuries as a means of gauging our success in combating the DUI offender. It is the intent of the Cromwell Police Department to continue the use of DUI saturation/roving patrols, and continued education through the Public School system and Media outlets, to lower the number of DUI offenders and DUI accidents.

Additional Documentation

				Target Goals *
				Project Period
Alcohol Crashes				Alcohol Crashes
2020	2021	2022	2024	
13	12	9	5	
Alcohol Fatalities				Alcohol Fatalities
2020	2021	2022	2024	
0	0	0	0	
Alcohol Injuries				Alcohol Injuries
2020	2021	2022	2024	
5	6	0	0	
DUI Arrests				DUI Arrests
2020	2021	2022	2024	
25	31	31	35	

Problem Identification

List locations with the highest problems	
Berlin Road (State Route 372)	*
West Street (State Route 372)	*
Shunpike Road (State Route 3)	*
List day(s) of the week where data shows increased problems:	
Friday	*
Saturday	*
Tuesday	*
List time(s) of the day where data shows increased problems:	
(Friday) between 0000-0100 hours	*
(Saturday) between 2000-2100 hours	*
(Sunday) between 1800-1900 hours	*

Objectives

Applicant: *Cromwell Police Department*
Project Title: *Cromwell Police 2024 DUI Grant*

To reduce the number of crashes, injuries and fatalities from impaired driving through increased high-visibility DUI enforcement activities. To communicate with the public, through media venues, the increased levels of DUI enforcement activities so drivers will realize the risks and consequences of operating a vehicle while under the influence and therefore deter that behavior.

Describe the objectives to be accomplished during this project.

The objectives should be specific, clearly written, measurable, and time-framed.

To reduce the number of crashes, injuries and fatalities from impaired driving through increased high-visibility DUI enforcement activities. To communicate with the public, through media venues, the increased levels of DUI enforcement activities so drivers will realize the risks and consequences of operating a vehicle while under the influence and therefore deter that behavior.

Municipal PD

Instructions:

Complete this worksheet by determining the number of roving patrols, in-town checkpoints, and out-of-town checkpoints for the grant period. Include separate totals for holiday and non-holiday periods. Use an average rate for the overtime hourly rate.

[Click here to view the Eligible Dates Calendar](#)

Applicant: *Cromwell Police Department*
Project Title: *Cromwell Police 2024 DUI Grant*

2024 Billing Periods		
Period	Start	End
1st	October 5, 2023	January 1, 2024
2nd	January 4, 2024	March 30, 2024
3rd	April 4, 2024	July 7, 2024
4th	July 11, 2024	September 7, 2024

Holidays	
Thanksgiving / Christmas / New Year's (TCNY)	11/16 - 11/26 11/30 - 12/2 12/7 - 12/9 12/14 - 1/1/24
Memorial Day (MD)	5/23 - 5/27
July 4th (J4)	7/3 - 7/7
Labor Day (Labor)	8/15 - 9/2

Roving Patrols

Holiday Roving Patrols

Indicate the actual number of Roving Patrols planned.

See dates highlighted in Green on the Eligible Dates Calendar.

Core Enforcement Hours: 17:00 - 04:00

Maximum allowed: 8 hours per shift / 16 hours per day

	Number of Patrol Days	Number of Shifts Per Day	Hours Per Shift	OVT Hourly Rate	Subtotal
TCNY				\$	\$0.00
MD	2	1	6	\$65.25	\$783.00
J4	1	1	6	\$65.25	\$391.50
Labor	4	1	6	\$65.25	\$1,566.00
Total Patrol Days	7				

Holiday Roving Patrol Total: **\$2,740.50**

Non-Holiday Roving Patrols

See dates highlighted in Blue on the Eligible Dates Calendar.

Core Enforcement Hours: 17:00 - 04:00

Maximum allowed: 8 hours per shift / 16 hours per day

ALL ROVING PATROLS MUST BE CONDUCTED ON THE ELIGIBLE DATES SHOWN ON THE ELIGIBLE DATES CALENDAR. ROVING PATROLS CONDUCTED ON OTHER DATES ARE NOT REIMBURSABLE. ANY ROVING PATROL ACTIVITIES NOT CONDUCTED DURING THE PERIOD PLANNED MAY BE CONDUCTED ON ANY OTHER ELIGIBLE DATE NOT TO EXCEED 16 HOURS PER DAY.

	Number of Patrol Days	Number of Shifts Per Day	Hours Per Shift	OVT Hourly Rate	Subtotal
--	-----------------------	--------------------------	-----------------	-----------------	----------

Non-Holiday 1				\$	\$0.00
Non-Holiday 2	5	1	6	\$65.25	\$1,957.50
Non-Holiday 3	10	1	6	\$65.25	\$3,915.00
Non-Holiday 4	4	1	6	\$65.25	\$1,566.00
Total Patrol Days	19				

Non-Holiday Roving Patrol Total:

\$7,438.50

Total Roving Patrol Days: 26

In-Town Checkpoints

Holiday In-Town Checkpoints

Indicate the actual number of In-Town checkpoints planned.

See dates highlighted in Green on the Eligible Dates Calendar.
Core Enforcement Hours: 17:00 - 04:00

Maximum allowed: 8 hours per shift / 64 hours per checkpoint

ALL IN-TOWN CHECKPOINT ACTIVITIES MUST BE CONDUCTED ON THE DATES LISTED ON THIS PAGE. ANY CHANGES TO CHECKPOINT DATES MUST BE APPROVED BY THE HIGHWAY SAFETY OFFICE PRIOR TO RESCHEDULING ANY CHECKPOINT ACTIVITY. CHECKPOINT ACTIVITY HOURS MAY NOT EXCEED 64 HOURS PER CHECKPOINT.

	Number of Checkpoints	Number of Shifts Per Checkpoint	Hours Per Checkpoint Shift	OVT Hourly Rate	Subtotal
TCNY				\$	\$0.00
MD				\$	\$0.00
J4				\$	\$0.00
Labor				\$	\$0.00
Total Checkpoints	0				

Holiday In-Town Checkpoint Total:

\$0.00

Non-Holiday In-Town Checkpoints

See dates highlighted in Blue on the Eligible Dates Calendar.
Core Enforcement Hours: 17:00 - 04:00

Maximum allowed: 8 hours per shift / 64 hours per checkpoint

ALL OUT-OF-TOWN CHECKPOINT ACTIVITIES MUST BE CONDUCTED ON THE DATES LISTED ON THE HOST TOWN'S "IN-TOWN CHKPTS" PAGE OR APPROVED BY THE HIGHWAY SAFETY OFFICE. CHECKPOINT ACTIVITY HOURS MAY NOT EXCEED 64 HOURS PER CHECKPOINT.

	Number of Checkpoints	Number of Shifts Per Checkpoint	Hours Per Checkpoint Shift	OVT Hourly Rate	Subtotal
Non-Holiday 1				\$	\$0.00
Non-Holiday 2				\$	\$0.00
Non-Holiday 3				\$	\$0.00
Non-Holiday 4				\$	\$0.00
Total Checkpoints	0				

Non-Holiday In-Town Checkpoint Total:

\$0.00

Total In-Town Checkpoints: 0

Planned In-Town Checkpoint Dates

List all planned In-Town Checkpoint dates. Include both Holiday and Non-Holiday dates.

Total Number of Dates: 0

Out-of-Town Checkpoints

Holiday Out-of-Town Checkpoints

Indicate the actual number of Out-of-Town checkpoints planned.

See dates highlighted in Green on the Eligible Dates Calendar.

Core Enforcement Hours: 17:00 - 04:00

Maximum allowed: 8 hours per shift / 64 hours per checkpoint

ALL OUT-OF-TOWN CHECKPOINT ACTIVITIES MUST BE CONDUCTED ON THE DATES LISTED ON THE HOST TOWN'S "IN-TOWN CHKPTS" PAGE OR APPROVED BY THE HIGHWAY SAFETY OFFICE. CHECKPOINT ACTIVITY HOURS MAY NOT EXCEED 64 HOURS PER CHECKPOINT.

	Number of Checkpoints	Number of Shifts Per Checkpoint	Hours Per Checkpoint Shift	OVT Hourly Rate	Subtotal
TCNY				\$	\$0.00
MD				\$	\$0.00
J4				\$	\$0.00
Labor				\$	\$0.00
Total Checkpoints	0				

Holiday Out-of-Town Checkpoint Total: \$0.00

Non-Holiday Out-of-Town Checkpoints

See dates highlighted in Blue on the Eligible Dates Calendar.

Core Enforcement Hours: 17:00 - 04:00

Maximum allowed: 8 hours per shift / 64 hours per checkpoint

	Number of Checkpoints	Number of Shifts Per Checkpoint	Hours Per Checkpoint Shift	OVT Hourly Rate	Subtotal
Non-Holiday 1				\$	\$0.00
Non-Holiday 2				\$	\$0.00
Non-Holiday 3				\$	\$0.00
Non-Holiday 4				\$	\$0.00
Total Checkpoints	0				

Non-Holiday Out-of-Town Checkpoint Total: \$0.00

Total Out-of-Town Checkpoints: 0

Grand Total

Grand Total: \$10,179.00

Special Enforcement

Applicant:
Project Title:

8 OFFICERS PER EVENT MAXIMUM.
8 HOUR SHIFTS MAXIMUM.

SPECIAL EVENT ENFORCEMENT REQUIRES ADDITIONAL WRITTEN JUSTIFICATION AND APPROVAL FROM THE PROGRAM COORDINATOR.

*** Please describe in detail the nature of the event, past history, crash data, arrest data, or problems necessitating the additional manpower for alcohol enforcement and any other information necessary to consider for additional enforcement.

Date:
Event:

Enforcement Officer	Number of Hours	Hourly Rate	Subtotal
		\$	\$

Event Total: \$

Event Description: *

Approved By: *Kathryn Overturf Nohelty*
Disapproved By:

Grand Total

\$

Fringe

Applicant: *Cromwell Police Department*
 Project Title: *Cromwell Police 2024 DUI Grant*
 Do you plan on submitting a Fringe Rate? ☒ Yes ☐ No

Fringe Benefits

NOTES:

- If fringe rate is being charged/reimbursed, this page should be completed and signed.
- Fringe benefit charges should NOT be included in the hourly rate.
- No hourly rate should be inflated—all hourly rates should be reported as actuals.

I hereby certify that the information below is the true and accurate and authorized by "Cromwell Police Department" for hours worked by personnel for the following time period:
 FROM:

TO: 6/30/2024 *

10/1/2023 *

Click the + icon to add a new row

Click the - icon to delete an existing row

Actual Cost Category	Officer/Constable Fringe Rate OVT %	Trooper Fringe Rate OVT %
Worker's Compensation		5.00000
FICA-Social Security		7.65000
Other Cost Category		
Liability		1.10000
Municipal Employees Retirement Sys.		21.72000
Total Fringe Rate	35.47000%	0.00000%

City/Town/Agency's Chief Financial Officer or Authorizing Official

I further certify that this statement is correct in all respects and that the fringe benefit rate(s) identified above accurately represents the fringe benefit costs to the city/town/agency for the individuals employed under or working on this project.

* Name: *Sharon DeVoe*
 * Title: *Finance Director*

* Signature: *Sharon DeVoe*
 Signature Date: *02/16/2024*

Budget

Applicant: *Cromwell Police Department*
Project Title: *Cromwell Police 2024 DUI Grant*

Salaries

Category	Regular Enforcement	Special Enforcement	Estimated Wages Subtotal
Municipal PD	\$10,179.00	\$0.00	\$10,179.00
Resident Trooper	\$0.00	\$0.00	\$0.00
Officer/Constable	\$0.00	\$0.00	\$0.00
State Police	\$0.00	\$0.00	\$0.00
Total Estimated Wages:			\$10,179.00

Fringe Benefits

Category	Fringe Benefit Rate	Fringe Benefits Cost Subtotal
Municipal PD	35.47000%	\$3,610.49
Resident Trooper	0.00000%	\$0.00
Officer/Constable	35.47000%	\$0.00
State Police	0.00000%	\$0.00
Total Estimated Fringe Benefits:		\$3,610.49

Indirect Costs

Approved Indirect Cost Rate (if applicable): * 0.00%

Total Indirect Costs: \$0.00

City/Town/Agency's Chief Financial Officer or Authorizing Official

I further certify that this statement is correct in all respects and that the Indirect Costs Rate identified above accurately identifies what is allowable.

Name: *Sharon DeVoe**
Title: *Finance Director**

Signature: *Sharon DeVoe**
Signature Date: *02/16/2024**

Equipment

List Each Item.

Any items valued equal to or greater than \$5,000 require NHTSA Pre-Approval.

Item	Quantity	Cost Per Item	Total Cost	Buy America Supporting Documentation (If any Item's Cost Per Item >= \$5,000, Buy America Documentation is Required)
		\$	\$0.00	
Total Equipment Costs:			\$0.00	

Copy of Equipment Quote

Other Supporting Documentation

Grand Total

Grand Total Amount: \$13,789.49

Budget Notes:

Budget Summary

Total Federal Budget \$13,789.49
Total Match Budget \$0.00

Relevant FAIN numbers will initially be unavailable during the grant submission process.

FAIN Numbers will be automatically assigned here once the grant has been submitted, reviewed and processed by CT HSO.

Federal Award Identifier Number (FAIN):

69A37520300001540CTA
69A37521300001540CTA
69A37522300001540CTA
69A37523300001540CTA
69A37524300001540CTA

Cost Category	Amount	Budget Summary Approval (For HSO Staff Only)		
Officers-Salaries	\$10,179.00	X/Approved	Conditions Apply	N/A
Officers-Fringe Benefits @ 35.47%	\$3,610.49	X/Approved	Conditions Apply	N/A
Trooper-Salaries	\$0.00	Approved	Conditions Apply	X/N/A
Trooper-Fringe Benefits @ 0.00%	\$0.00	Approved	Conditions Apply	X/N/A
State Police-Salaries	\$0.00	Approved	Conditions Apply	X/N/A
State Police-Fringe Benefits @ 0.00%	\$0.00	Approved	Conditions Apply	X/N/A
Indirect Cost	\$0.00	Approved	Conditions Apply	X/N/A
Equipment	\$0.00	Approved	Conditions Apply	X/N/A
Total Federal Budget	\$13,789.49	Conditionally Approved amounts will only be reimbursed upon satisfying the condition mentioned below.		
Total Grant Amount	\$13,789.49			

Notes



CROMWELL POLICE DEPARTMENT

Frederick Sifodaskalakis

Chief of Police



MEMO

TO: Anthony J. Salvatore, Town Manager

FROM: Chief Fred Sifodaskalakis *F.S.*

SUBJECT: Town Council Report (February 2024)

DATE: March 4, 2024

In preparation for the March Town Council meeting, I am providing you with the **February** monthly statistics. I am also providing you a report from K-9 Sergeant John Carlson for activity for the month of **February**. Captain Penn provided a report for the Detective Division.

The following were Response to Aggression/Resistance, Civilian Complaints, and Training for the month of **February 2024**:

Response to Aggression/Resistance: There were (0) incidents in the month of **February**.

Civilian Complaints: There were (0) civilian complaints in the month of **February**.

Training (February:

- Officer Pietraroia: **DARE Training/Graduation**
- Officer Perlini, Brooks, Jespersen, Alassiri and Dean: **National Traffic Incident Management Responder Training (new State Mandate)**
- Sergeant Carlson: **FBI LEEDA: ELI Training**
- Chief Sifodaskalakis, Captain Penn, Sergeant Bengtson, Sergeant Kogut, Sergeant Parsons, Sergeant Maslauskas, Sergeant McCarter, and Sergeant Carlson: **Crowd Management and Public Disorder**
- Officer Jones: **State Accreditation Training**
- **Department Wide Annual Family Violence Review**

Police Department News:

Recruit Reinheimer is doing very well in the police academy and his expected graduation date is April 17, 2024 at 1:00 PM.

5 WEST STREET, CROMWELL, CT 06416

Tel: 860-635-2256 | www.CromwellPD.com | Fax: 860-632-8248

The three police recruits have been in the academy for 9 weeks and are doing very well.

We will swear in our newest officer on April 10, 2024 at 10:30 AM in the Cromwell Belden Room. Samantha Rosa is a certified police officer with 2 years' experience.

The Easter Bunny Meet and Greet is on March 23, 2024 from 10:00 AM to 1:00 PM at the Cromwell Belden Room. You need to pre-register by March 11 at cromwellpba@gmail.com.

Kind words from citizens:

I received an email from Rachel Farina, from Mobile Response, who sent kind words for Sgt. Michael Maslauskas. She wanted to thank him for his assistance. She complimented his interaction with a client. She stated, "he was kind, polite and had excellent rapport with the client."

Incident Statistics Report

02/01/2024 00:00 Thru 02/29/2024 23:59

Call Type Description	Total for Period
911 Hang Up Call	16
Administrative Matter	24
Alarm - All types	17
ALARM-FALSE BILLABLE	23
All Other Offenses	17
Animal Complaint	15
Assault, Aggravated	1
Assault, Simple	1
Assist Motorist	16
Assist Other Agency	19
Burglary	2
Car Seat Installation	1
CAR WASH	37
Civil Matter	3
Credit Card/ATM Fraud	1
Criminal Mischief / Vandalism	3
Dis Conduct/BOP	5
Domestic Incident	9
DUI	2
Dumping	1
Escort	2
False Pretenses/Swindling	2
Fight/Disturbance	1
Fingerprinting	27
FV Protocol / P.A.	10
Harrassing Phone Calls	2
Identity Theft	7
Juvenile Incident	3
K-9 Assist	2
Larceny - From Building	4
Larceny - From MV	3
Larceny - MV Parts/Access	1
Larceny -Shoplifting	11
Larceny- Other	6
MEDICAL - OXYGEN REPLACEMENT	2
Medical Emergency	40
MEDICATION DISPOSAL BOX	1
MV Accident	30
MV - Recovered	1

Incident Statistics Report

02/01/2024 00:00 Thru 02/29/2024 23:59

Call Type Description	Total for Period
MV Abandoned	1
MV Parking Violation	7
MV Theft	4
MV Violation	80
MVA NR PRIV PROP	12
MVA FATAL	1
Neighbor Dispute	1
Noise Complaint	2
Nursing Home Fax Report	1
Property Check	426
Property Lost/Found	6
Property Seized	2
Record Only Call	3
Road Cond/TCS Out	22
ROBBERY	2
See Complainant	34
Serve Warrant INFO	6
Suspicious Activity	45
TEST CALL	5
Tobacco Sales	3
Town Ordinance	5
Traffic Assignment	34
Trespassing	2
Unfounded Complaint	19
Untimely Death	4
Unwanted Person	1
Well Being Check	24
Total:	1120

Monthly NIBRS Statistics

02/01/2024 00:00 Thru 02/29/2024 23:59

Call Description	Curr Mth	Prev Mth	% Chg	Prev Year	% Chg	Year To Date	Year To Date 2023	% Chg
	02/ 2024	01/ 2024	Mth to Mth	02/2023	Mth to Yr	1/1 - 02/28/2024	1/1 - 02/28/2023	2024 / 2023
100 Kidnap/Abduction	0	1	% 100	1	% 100	1	1	% 0
11A Forcible Rape	0	0	% 0	2	% 50	0	2	% -50
120 Robbery	2	2	% 0	0	% +200	4	1	% +300
13B Simple Assault	1	3	% -66.	2	% -50	4	5	% -20
13C Intimidation	0	4	% 25	2	% 50	4	3	% +33.3
220 Burglary/Breaking and Enter	1	0	% +100	2	% -50	1	3	% -66.
23C Shoplifting	6	13	% -53.	14	% -57.	19	29	% -34.
23D Theft From Building	3	2	% +50	1	% +200	5	3	% +66.6
23F Theft From Vehicle	2	3	% -33.	1	% +100	5	7	% -28.
23G Theft of MV Parts or Access	1	3	% -66.	2	% -50	4	6	% -33.
23H All other Larceny	2	1	% +100	0	% +200	3	3	% 0
240 Motor Vehicle Theft	4	1	% +300	4	% 0	5	6	% -16.
250 Counterfeiting/Forgery	1	0	% +100	0	% +100	1	1	% 0
26A False Pretenses/Swindle/Con	1	0	% +100	1	% 0	1	3	% -66.
26B Credit Card/Automatic Telle	0	0	% 0	2	% 50	0	3	% -33.
26C Impersonation	0	0	% 0	0	% 0	0	0	% 0
26E Wire Fraud	2	0	% +200	0	% +200	2	0	% +200
26F Identity Theft	4	3	% +33.3	2	% +100	7	9	% -22.
290 Destruction/Damage/Vandalis	1	4	% -75	4	% -75	5	10	% -50
35A Drug Narcotic Violations	1	1	% 0	1	% 0	2	2	% 0
35B Drug Equipment Violations	2	1	% +100	1	% +100	3	2	% +50
370 Pornography Obscene Materia	0	0	% 0	0	% 0	0	0	% 0
520 Weapon Law Violations	1	1	% 0	1	% 0	2	1	% +100
64A Human Trafficking, Commerci	0	1	% 100	0	% 0	1	0	% +100
90C Disorderly Conduct	4	5	% -20	1	% +300	9	3	% +200
90D Driving under the Influence	2	2	% 0	2	% 0	4	7	% -42.
90F Family Offenses, Nonviolent	0	1	% 100	0	% 0	1	0	% +100
90G Liquor Law Violations	0	1	% 100	0	% 0	1	0	% +100
90J Trespass of Real Property	1	2	% -50	3	% -66.	3	6	% -50
90Z All Other Offenses	17	15	% +13.3	5	% +240	32	7	% +357.
Report Totals:	59	70	% -15.	54	% +9.25	129	123	% +4.87



CROMWELL POLICE DEPARTMENT

Frederick Sifodaskalakis

Chief of Police



TO: Chief Sifodaskalakis

FROM: K-9 Sergeant John Carlson

SUBJECT: Monthly K-9 Activity February 2024

DATE: 03/04/2024

Beginning February 1, 2024 through February 29, 2024 I am reporting the following activities for the K9 unit:

February 13, 2024 – K9 quarterly narcotics in-service.

February 14, 2024 – K9 quarterly narcotics in-service.

February 14, 2024 – Case #2400001680 – K9 tracking assist with Berlin PD for stolen vehicle suspects.

February 15, 2024 – K9 quarterly narcotics in-service.

February 26, 2024 – K9 monthly patrol in-service in Veterans Home Rocky Hill.

February 26, 2024 – K9 assist with demonstration for Girl Scouts Cromwell.

Nothing further at this time.



CROMWELL POLICE DEPARTMENT

Frederick Sifodaskalakis

Chief of Police



MEMO

TO: Chief Frederick Sifodaskalakis

FROM: Captain Steven Penn

SUBJECT: Detective Division Report February 2024

DATE: March 4, 2024

During the month of January, the Detective Division served one arrest warrant and conducted a background investigation of a lateral police officer. The warrant was approved by the court after a lengthy investigation conducted by Detective Perlini.

1. In May, 2023 the Cromwell Police Department arrested Michael Vardal (Age 47) of Cromwell for two counts of Sexual Assault 1st Degree, one count of Criminal Attempt to Commit Sexual Assault 1st Degree, three counts of Sexual Assault 4th Degree, and three counts of Risk of Injury to a Minor. Vardal posted a \$1,000,000 bond for that case which is still pending in Middletown Superior Court. Through further investigative efforts by the Cromwell Police Detective Bureau and partner agencies, it was discovered that Vardal was also in possession of child pornography on various electronic devices.
 - Detective Perlini was able to secure an arrest warrant for Vardal. On February 27, 2024 he was arrested and charged with C.G.S. 53a-196d Possession of Child Pornography 1st Degree. Vardal posted a \$100,000 court set bond and was given a court date of March 12, 2024 at Middletown Superior Court.

Chief Sifodaskalakis

From: Contact form at Town of Cromwell CT <cmsmailer@civicplus.com>
Sent: Tuesday, February 27, 2024 7:47 PM
To: Chief Sifodaskalakis
Subject: [Town of Cromwell CT] Sargeant Maslauskas (Sent by Rachael Farina, [redacted])

Hello fsifodaskalakis,

Rachael Farina has sent you a message via your contact form
(<https://www.cromwellct.com/user/5366/contact>) at Town of Cromwell CT.

If you don't want to receive such e-mails, you can change your settings at <https://www.cromwellct.com/user/5366/edit>.

Message:

Good evening, Chief Sifodaskalakis. My name is Rachael and I'm the second shift supervisor at Mobile Response here at River Valley. I just wanted to leave a nice compliment for Sargeant Maslauskas. He responded to a call that I went to yesterday and he was kind, polite, and had excellent rapport with the client. His community policing was a great example and I just wanted to reach out and say thank you. Have a fantastic evening!



TOWN OF CROMWELL
Nathaniel White Building
41 West Street Cromwell, CT 06416

MEMORANDUM

To: Anthony J. Salvatore, Town Manager

From: Louis J. Spina, Jr.
Director of Public Works

Date: March 7, 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:

Watrous Park Pavilion – work continues, facility will be complete this spring.

The 2023 MS4 Annual Report - is posted for public comment on the website.

Mapping Updates - We are in the process of awarding the updating of town topography and planimetric mapping to Aerial Photo & Survey, Inc. Fall completion

Bidding of Pierson Park - improvements started.

Highway Division – starting spring cleanup: street sweeping and picking up broken curbing, repairing lawn damage, etc.

Park Division – prepping for Spring Athletics: hanging windscreens on tennis courts, field prep, weekend coverage in April, etc.

Solid Waste – coordinating an Earth Day Cleanup for Sunday, April 21st. If you know any volunteers looking for hours, please have them call Public Works Office. Also, looking to have Thursday evening hours from late April to Memorial Day for added hours of drop off. Curbside pickups continue. Residents taking advantage of this service weekly.



Town of Cromwell Office of the Town Manager

Anthony J. Salvatore, Sr.
Town Manager

Phone: (860) 632-3412
Fax: (860) 632-3435

Memo

TO: TOWN COUNCIL

FROM: ANTHONY J. SALVATORE, TOWN MANAGER

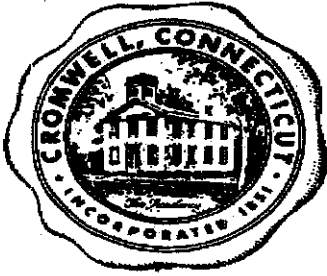
DATE: MARCH 6, 2024

RE: (OPIOID) PREVENTION SPECIALIST

I am proposing to hire a Prevention Specialist to work with various groups to combat drug addiction, specifically, the Opioid Crisis. Funding for this position would come from the Opioid Settlement Fund.

It is projected that we will receive Opioid Settlement Funds for at least 20 to 30 years. In addition, I am requesting that this position be put in the Non-Union Salary Group E-2. In this salary group there are eight steps ranging from \$31.05 - \$44.53 per hour.

This position would be under the Director of Human Services. As we currently have the funds available, I would like to hire for this position upon approval.



TOWN OF CROMWELL
SENIOR CENTER & HUMAN SERVICES
TOWN HALL, 41 WEST STREET
CROMWELL, CT 06416
(860) 632-3449 FAX (860) 632-3446

TO: Anthony Salvatore, Town Manager
FROM: Amy Saada, Director of Human Services
DATE: March 6, 2024
RE: Prevention Specialist- Opioid Settlement Funding

Requesting the Town of Cromwell hire a part time Prevention Specialist utilizing the Opioid Settlement Funds. Funding request to be approximately \$32,292 per year.

The prevention specialist would address the core abatement strategies of the Distributor Settlement Agreement to help address the Opioid Crisis and help to reduce overdose deaths and opioid related adverse personal and public health effects in the immediate, near and long-term.

**TOWN OF CROMWELL - TOWN COUNCIL
TOWN HALL COUNCIL CHAMBERS
41 WEST STREET, CROMWELL, CT 06416
AMENDED REGULAR MEETING MINUTES**

Wednesday, February 14, 2024 - 7:00 p.m.

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

Also Present: Town Manager Salvatore, Finance Director Sharon DeVoe, Town Engineer Jon Harriman, Chief of Police Sifodaskalakis, Public Works Director Lou Spina

A. CALL TO ORDER

Mayor Demetriades called the meeting to order at 7:00 p.m.

B. PLEDGE OF ALLEGIANCE

The Council stood to recite the Pledge of Allegiance.

C. APPROVAL OF AGENDA

MOTION made by J. Henehan and **SECONDED** by A. Waters to approve the amended agenda to include the addition of new appointment as Item 1. G. Christopher Carigliano (R), Board of Finance, alternate member for a term expiring 11/4/2025. See Attachment A.

All in favor.

D. COMMISSION CHAIRMAN REPORTS/LIAISON REPORT/STAFF REPORTS

1. CMS Building Committee

E. PRESENTATION OF PROCLAMATION

Mayor Demetriades explained that he personally went and presented the proclamation to the recipient.

F. MAYOR'S COMMENTS

Mayor Demetriades presented his report to the Council. See Attachment B.

G. TOWN MANAGER'S COMMENTS

The Town Manager's report was included in the agenda packets. He provided the following updates in addition to his report:

- He provided information requests at the last meeting regarding our referendum ballot. The wording for the questions on Berlin's Referendum ballot is as prescribed by their Town Charter. The Town Attorney said that the Board of Finance may recommend to the Town that such advisory questions be placed upon the referendum ballot per Connecticut General Statutes Section 7-344.
- Bulky Pick Up PILOT Program. Condos OK to participate.
- The Cromwell Little League Lease Agreement was drafted.
- The Public Works Crew did great job with snow removal during yesterday's storm.

- Everbridge Training is scheduled for February 29th. Amanda is attending to be trained on the system, and have an account created so we can begin notifying residents of elections, referenda and more.
- A press release will be going out this week to encourage residents to sign up for email notifications via the website. Amanda has been working closely with our website vendor to ensure all links are working and that all departments and board and commission pages of our website are able to be subscribed to in addition to the all information posted on the front page including any urgent alerts.
- IT has been on site 4 hours a day, 5 days a week. It has been working out well. This seems to meet the needs of the town employees.
- We are having CCM conducting a joint audit between Town and Fire Districts to see if we can save taxpayer dollars by sharing services.
- On February 13th Attorney Gerard argued on behalf of the Town regarding the Gilead. It will be several months before a decision is reached.

There was brief discussion regarding the Little League lease.

H. TOWN COUNCIL LIAISON REPORTS

Councilwoman Luna reported that the strategic plan was discussed at the Library Commission meeting. She also reported that the chickens hatched today.

Councilman Waters attended the Senior Advisory Commission. He informed then of the new businesses in Town. He also attended the meetings of the Economic Development Commission and Redevelopment Agency. Stuart plans to find out which properties are available and post them on the Town website in addition to compiling a list of available space for lease or rent. The Planning Department also recently updated the list of businesses on the Town website; he took down 30 that are no longer here, but added 50 more. Councilman Waters informed the Council that the Historical Society met which is great because they have not met in a while due to COVID concerns.

Mayor Demetriades reported that the Board of Education budget came in at 6.3% increase with 4.4% being contractual. He also informed the Council that the Planning and Zoning Commission did not take any action within 65 days on the Field Committee's application for Athletic Facilities Improvements at the High School, therefore, the project is automatically approved.

I. FINANCIAL/FINANCE DIRECTOR'S UPDATE

1. Budget Report

Finance Director Sharon DeVoe was in attendance to present her report to the Council and answer questions.

2. Long Range Capital Planning Memo

Finance Director Sharon DeVoe was in attendance to present her memo to the Council and answer any questions. She also passed out the Audit Report for the Council members.

All in favor.

3. Tax Refunds

MOTION made by A. Waters and **SECONDED** by J. Henehan to approve Tax Refunds #1-6.

All in favor.

MOTION made by P. Luna and **SECONDED** by J. Henehan to move Agenda Item N. 4. to Item I.4.

4. Discussion and possible action regarding State Bonding for Town Projects

Town Manager Salvatore stated that we are looking to apply for \$600,000 to finish Pierson Park. He explained that we submitted a request for two million dollars last year for Pierson Park Updates and we received 1.5 million. The engineering estimate to complete the project is \$600,000. The Town Manager explained that this phase of the project includes a parking lot expansion and a larger pavilion in the southwest corner.

Town Manager Salvatore said that we are also looking to apply for one million dollars for drainage projects. He informed the Council that one million dollars would make the projects shovel ready. See Attachment C.

Mayor Demetriades asked Ann Grasso of the Cromwell Creative District (CCD) to come present their project that they petitioned for. They are asking for funding to rehabilitate the Sewer Building. See Attachment D for the presentation.

Town Manager Salvatore informed the Council that he did some research and was told that CCD can apply directly to the State for the funding as a nonprofit organization. He suggested that they apply directly rather than through the Town. Ms. Grasso asked the Council if they would provide a letter of support to submit with CCD's application.

MOTION made by A. Waters and **SECONDED** by J. Henehan to support CCD's project and to submit a letter of support to endorse that.

In favor: J. Aurigemma, B. Bonneau, S. Dabrowski, J. Henehan, P. Luna, A. Waters

Abstained: J. Demetriades

Motion carried.

MOTION made by B. Bonneau and **SECONDED** by S. Dabrowski to authorize the Town Manager to apply for State Bonding for Pierson Park and Drainage.

All in favor.

J. CHIEF OF POLICE'S UPDATE

Chief Sifodaskalakakis was in attendance to present his report to the Town Council. In addition to his report he provided the following information:

- Cromwell Police and Fire Departments are hosting an Easter Bunny Meet and Greet on March 23rd from 10 a.m. to 1 p.m. at the Belden Library.
- Sergeant Carlson and Bane will be at West Side Market in Rocky Hill on Friday from 4 p.m. until 5 p.m. fundraising for our K-9 Unit.
- There will be a promotional ceremony on Tuesday, February 20th at 2 p.m. in the Belden Room for Detective Perlini being promoted to Sergeant. He invited the Council to attend.

K. PUBLIC WORKS DIRECTOR'S UPDATE

Public Works Director Lou Spina was in attendance to present his report. He added the following updates:

- Public Works employees did a great job with the snow yesterday. They were out clearing snow from 5:30 a.m. until 6:00 p.m. They were efficient and did an excellent job.
- He attended a meeting with Guaranteed Clean Energy with the Board of Education via Zoom. They prioritized projects and we provided them with two years of our utility bills. It turns out our largest benefit will be in the form of energy upgrades. The Town has been very proactive and made many energy upgrades over the last few years therefore, there will not have be a significant impact.
- Saturday, April 20th is Earth Day. We will be looking for non-profits and volunteers to assist in cleaning up the Town. The Public Works Department will coordinate this.
- The Curbside PILOT program is going well. It has been great for the elderly and for people who do not have pick up trucks to transport large items.

L. CITIZEN COMMENTS

Ann Grasso, 70 Strand Circle informed the Council that the Sewer Building is 3,200 Square Feet.

James Rude, 25 High Ridge Road read the attached document into the record. See Attachment E.

The Town Council recessed at 8:52 p.m.

The Town Council reconvened at 9:00 p.m.

M. UNFINISHED BUSINESS

1. Discussion and possible action regarding the status of the Multi-Purpose Field Project and the Athletic Field Committee's Charge

There were questions around the automatic approval of this application. Mayor Demetriades explained that a meeting was scheduled where this application was on the Planning and Zoning Commission agenda for consideration. However, there was a snow storm, the meeting was canceled and never rescheduled. Therefore, according to State Statutes, when a Planning and Zoning application has not been acted on within 65 days of it being submitted, it is automatically approved. Mayor Demetriades suggested we have a public hearing on this. He asked if it was possible for the Town to withdraw the application, relinquish the approval and resubmit it to the Planning and Zoning Commission so that it goes through the proper process. The Council agreed that the application should go through the proper process and requested that the Town Manager check with the Town Attorney to see if the application can be withdrawn and resubmitted.

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

Mayor Demetriades informed the Council that he talked to the Town Attorney regarding the monitors in the Town Manager's Office. She suggested that the Council approve and adopt a monitoring policy. He proposed that a subgroup of the Council meet to work

on developing this policy and asked if any councilors were interested. It was determined that the subgroup will consist of Mayor Demetriades, Councilwoman Aurigemma, and Councilwoman Luna.

Councilman Waters read the attached letter into the record. See Attachment F.

N. NEW BUSINESS

1. Review and Approve Updated Cromwell Police Department Rules of Conduct

Chief Sifodaskalakis was present to answer questions of the Council regarding the updated Rules of Conduct. He explained that many of the updates were made for accreditation purposes. He said that both unions have reviewed the document and agreed with it. Councilwoman Luna noted some grammatical changes.

MOTION made by B. Bonneau and **SECONDED** by J. Henehan to adopt the updated Cromwell Police Department Rules of Conduct to include grammatical changes made by Councilwoman Luna.

All in favor.

2. Town Manager's Goals and Objectives

Councilwoman Aurigemma asked that the Town Manager discuss all litigation or prelitigation with the attorneys on the Council (herself and Mayor Demetriades).

Councilman Henehan explained that we have done a lot of work on the recommendations as a result of the Climate and Culture Study and asked that we check in periodically with those items to see the progress over 2024. If other recommendations come up, we can add those to the list as well.

Councilman Waters asked that the Town Manager continue to adhere to what was recommended as a result of the Culture Study. He would like to see improvements made by the Town Manager on his own and report back to the Council so we stay informed with what he is doing.

Councilman Bonneau agrees with Councilman Waters' goals for the Town Manager. He would like the Town Manager to work on employee relations and management in general (all management, not only Town Management).

Councilwoman Luna asked that the Town Manager:

- Continue the planning and installation of sidewalks throughout Cromwell, where appropriate and necessary
- Continue to assist and encourage Cromwell Creative District with the revitalization of our town's center
- Encourage the revival of the Riverport Festival, perhaps occurring biennially, and
- Resurrect the previous design plans for a community senior center that were drawn up several years ago

Councilwoman Dabrowski asked that the Town Manager:

- Continue to adhere to the recommendations of the Culture Study and keep the Council apprised of progress

- Implement the Plan of Conservation and Development (POCD)
- Long-term Capital Improvement Projects
- Guide our decision making as a Town Council
- Increase employee and town morale
- Maintain certifications

Mayor Demetriades asked that the Town Manager:

- Implement the POCD including installing sidewalks, bike trails, and continuing to work on economic development
- Continue to increase transparency by continuing Everbridge efforts, Town Manager/Mayor reports monthly in the Chronicle
- Make sure property taxes are reasonable for our residents and to be frank with the Council so they understand the impacts

3. Update Town Council Liaison Appointments

- Cultural District Commission liaisons will be Councilwoman Luna and Mayor Demetriades (informal)
- Board of Education Liaison will be Mayor Demetriades (primary). He will reach out to other Council members to fill in for him if he cannot attend.

MOTION made by J. Aurigemma and **SECONDED** by A. Waters to endorse the liaison appointments.

All in favor.

MOTION made by B. Bonneau and **SECONDED** by A. Waters to appoint Councilman Bonneau as a liaison to the Farmland Preservation Committee and to appoint Councilman Waters as a liaison to Redevelopment Agency. **All in favor.**

O. APPROVAL OF MINUTES

1. January 10, 2024 Regular Meeting Minutes

MOTION made by P. Luna and **SECONDED** by A. Waters to approve the January 10, 2024 Regular Meeting minutes with the amendment to include the following sentence and attachment under James Rude's Citizen Comment: The need for thoughtful consideration by the newly elected Town Council of such matters as the response to the culture survey. See Attachment G.

All in favor.

2. January 11, 2024 Special Meeting Minutes

MOTION made by J. Henahan and **SECONDED** by P. Luna to approve the Special Meeting Minutes of January 11, 2024.

All in favor.

3. January 18, 2024 Special Meeting Minutes

MOTION made by J. Henehan and **SECONDED** by A. Waters to approve the Special Meeting Minutes of January 18, 2024.

All in favor.

P. APPOINTMENTS/REAPPOINTMENTS/RESIGNATIONS

1. Appointments:

- a. Jonathan Comtois (U), Planning and Zoning Commission, alternate member for a term expiring 2/1/2026
- b. Charles Epstein (D), Board of Assessment Appeals, alternate member for a term expiring 11/1/2025
- c. James Fedeli (D), Board of Finance, alternate member for a term expiring 11/4/2025
- d. Karen Sullivan (D), Inland Wetlands and Watercourses Agency, alternate member for a term expiring 2/1/2028
- e. Diane Wiegert (D), Senior Services Commission, regular member for a term expiring 2/1/2026
- f. Charlie Epstein (D), EMS, for a term expiring 2/1/2026
- g. Christopher Carigliano (R), Board of Finance, alternate member for a term expiring 11/4/2025.

MOTION made by A. Waters and **SECONDED** by P. Luna to approve Appointments

1. A. - G.

All in favor.

2. Reappointments:

- a. Jason Barber, Youth Services Advisory, regular member for a term expiring 1/1/2025
- b. Katrina Barber, Youth Services Advisory, regular member for a term expiring 1/1/2025
- c. Robert Donohue (R), Inland Wetlands and Watercourses Agency, regular member for a term expiring 12/1/2027
- d. Gayle Ivy (U), Youth Services Advisory, regular member for a term expiring 1/1/2025
- e. Suzanne Rutner (U), Youth Services Advisory, regular member for a term expiring 1/1/2025
- f. Margaret Schufer (D), Youth Services Advisory, regular member for a term expiring 1/1/2025
- g. James Vinchetti (R), Recreation Commission, regular member for a term expiring 12/1/2027
- h. John Whitney (D), Inland Wetlands and Watercourses Agency, regular member for a term expiring 12/1/2027

- I. William Yeske (D), Inland Wetlands and Watercourses Agency, regular member
for a term expiring 12/1/2027

MOTION made by A. Waters and **SECONDED** by J. Henahan to approve
Reappointments 2. A – I.
All in favor.

Q. INFORMATIONAL ITEMS

1. Judge of Probate Vacancy

Town Manager Salvatore referenced the supporting material included in the packet and informed the Council that Judge Marino came to visit him and told him that per the State Constitution he has to retire upon attaining the age of 70. He proposed the Special Election be held on November 5, 2024.

R. EXECUTIVE SESSION

MOTION made by P. Luna and **SECONDED** by J. Henahan to go into executive session to provide information regarding IUOE Contract Negotiations and to invite in the Town Manager.

The Council entered Executive Session at 9:57 p.m.

MOTION made by J. Henahan and **SECONDED** by J. Aurigemma to come out of Executive Session.

The Council came out of Executive Session at 10:15 p.m.

S. ADJOURN

MOTION made by J. Aurigemma and **SECONDED** by A. Waters to adjourn.

The meeting adjourned at 10:15 p.m.

Respectfully submitted,



Amanda M. Calve
Secretary



Town of Cromwell Board & Commission Application Form

Name: Christopher Carigliano
 Address: (Home) 9 Butternut Dr.
 Telephone: 860-778-3759
 E-mail Address: Christopher.L.Carigliano@gmail.com Occupation: CPA

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: ☐ Democrat ☒ Republican ☐ Unaffiliated

Board or Commission of Interest: Board of Finance

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 would like to take a bigger interest in how the town functions and is being run. I think I can help make Cromwell a great place to raise a family. I am a CPA and am Treasurer of my neighborhood HOA.

Please include three (3) References with your application.

Name	Address	Phone Number
Matt Blanchette	27 Meadow Rd.	203-910-9677
Joe Mooney	6 Butternut Dr.	860-944-4647
Mike Walton	6 Cross St.	860-685-1216

Signature:  Date: 2/13/2024

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 Office of the Mayor

MAYOR'S REPORT

Date: February 14, 2024
To: Members of the Town Council
From: James Demetriades, Mayor
Subject: Mayor's Report for 2/14/2024 Town Council Meeting

This month I attended the following events:

- On January 11th, I spoke at the Cromwell Chamber of Commerce breakfast.
- On January 11th, I held a forum with the Residents of Covenant Living.
- On January 12th and again in February, I had lunch with the Board of Finance Chair to discuss ways for our committees to better coordinate and communicate together. This will be a continuing dialogue.
- On January 17th, I met with the Town Manager, Fire District Commission President and Fire District Director to discuss opportunities for collaboration. We developed the following guiding principles:
 1. Increasing efficiency
 2. Maintaining excellence in service
 3. TransparencyThe next steps will be to get quotes for a jointly funded program audit to determine areas for shared services while staying true to the values outlined above.
- On January 17th, I attended a Mayor meet and Greet with the Cub Scouts. It was great to speak with the kids about the importance of community involvement.
- On January 18th I attended a long-range capital planning meeting with Deputy Mayor Waters, the Town manager, members of the Board of Finance and other town staff.
- On January 18th, I met with the Middletown Mayor to explore opportunities for collaboration including sidewalks and bike paths.



- On January 22nd, I met with the Condo Board President of Fox Meadows and another Board Member to discuss the interactions with the collaboration between condo owners and the town.
- On January 24th, I listened to a zoom presentation by the Youth Services Bureaus of Middlesex County with an overview of the challenges facing youth in our area and services that youth services provide to those children.
- On January 25th, Senator Lesser and I met to discuss grant funding opportunities for the town of Cromwell and the challenges we were facing this budget cycle.
- On January 29th, I attended a zoom-in with Chris Murphy's staff to discuss grant funding opportunities for the town of Cromwell.
- On January 31st, I hosted the January LGBTQ special meeting to review the status of the committee and brainstorm ways to get members reengaged.
- On January 31st, I was able to join the last half of the Middle School Building Committee Meeting.
- On February 6th, I attended a Planning and Zoning Meeting where I recommended during public comments that the Commission consider adding a requirement for public hearings for site plan modification, which currently do not require public hearings. Commission seemed receptive.
- On February 8th, I met with the Chairperson of the Cromwell Water Pollution Authority to learn more about the authority.
- On February 11th, I presented proclamations to St. Patrick's Day Parade Marshall Alice Kelly and Town Honoree Christie Carpino.
- On February 13th, I listened to the second circuit arguments for the Gilead Appeal.

LOCATION**Design Fees**

PIERSON PARK DRAINAGE IMPROVEMENTS (AREA 6)	\$196,000.00
CEDAR DRIVE DRAINAGE IMPROVEMENTS (AREA 1)	\$60,500.00
COPPER KNOLL DRIVE DRAINAGE IMPROVEMENTS (AREA 4)	\$80,000.00
FIELD ROAD DRAINAGE IMPROVEMENTS (AREA 7)	\$95,500.00
NOOKS HILL ROAD DRAINAGE IMPROVEMENTS (AREA 2)	\$108,000.00
EVERGREEN ROAD AT EVERGREEN/MILLENIUM (AREA 10)	\$85,000.00
GEER STREET over COLES BROOK (AREA 5)	\$82,000.00
EVERGREEN ROAD over WILLOW BROOK (AREA 3)	\$80,000.00
SOUTH STREET AT CROMWELL CREEK (AREA 8)	NA
FRANKLIN ROAD and CHESEA DRIVE (AREA 9)	\$91,000.00
SUM TOTAL (est)	\$878,000.00
10% contingency	\$87,800.00
SUM	\$965,800.00
say	\$970,000.00



Attachment
D

CROMWELL CREATIVE DISTRICT

Town of Cromwell - Mayor's Office, Attn. Cromwell Creative District
41 West Street, Cromwell, CT 06416
www.cromwellcreativedistrict.org/ cromwellcreativedistrict@gmail.com

January 30, 2024

Synopsis

CCD's request to renovate vacant DPW Garage
Adjacent to Police Station, County Field Road, Cromwell



North side of DPW garage, January 2024



East side of DPW garage, December 2023

Town residents painted "Paint by Number" Mystery Mural installed
360, 8" x 8" tiles painted to create this 10' x 16' mural highlighting diversity

**TOWN OF CROMWELL
TOWN COUNCIL, BOARD OF FINANCE,
BOARD OF EDUCATION
TOWN HALL COUNCIL CHAMBERS
41 WEST STREET, CROMWELL, CT 06416
SPECIAL MEETING MINUTES**

**Monday, February 26, 2024
7:00 p.m.**

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

Board of Finance: Chairman John Ireland, Matthew Blanchette,
Chris Carigliano, Jamin DeProto, Jamie Fedeli, Dan Kelly, Ed Maley,
Steve Wygonowski

Board of Education: Chairman Celina Kelleher, Laurie Cantwell,
Kelly Franklin, Alyssa Goduti, Steve Heizman, Kathryn Russ,
Alan Schumann, Jr., Matthew Zabroski


Also Present: Town Manager Salvatore, Dr. Enza Macri, Superintendent of Schools,
Claudio Bazzano, Cromwell Board of Education Director of District
Operations, Lynne McKenney, Cromwell Board of Education Facility and
Operations Coordinator, Elizabeth Church, Gordian Assessment Services,
Senior Account Manager (via Zoom)

A. CALL TO ORDER

Mayor Demetriades called the meeting to order at 7:18 p.m.

B. PRESENTATION BY GORDIAN

Attachment A

RECEIVED FOR RECORD
Mar 04 2024 09:33A
JoAnn Dosie
TOWN CLERK
CROMWELL, CT 

C. PRESENTATION BY THE BOARD OF EDUCATION

Attachment B – Gordian Facility Assessment, Director of District Operations, Analysis and
Recommendations

Attachment C – School Requirements, Priorities and Estimated Costs

D. QUESTIONS AND ANSWERS

Matt Zabroski (BOE) commented that we need to keep in mind that the current middle
school is not included in any of the information presented by Mr. Bazzano, because we
are building a new middle school. We also need to keep in mind that when the new
middle school is built; 10 years from now, it will be nine years old. That fact will have to

be built into this information because at the point, that building will be ageing as well and the numbers will be going up.

Kelly Franklin (BOE) asked about the discrepancies between the figures for the ECS total estimated costs figure vs. the ECS requirement index figure. Mr. Bazzano stated that some of these repairs have already been addressed in-house.

Matthew Blanchette (BOF) asked Ms. Church to explain the slide with the table listing the three schools with Asset Name and Requirements Due. Ms. Church stated that Abandoned means that it is a piece of equipment that is no longer used, but needs to be removed and disposed of; such as HVAC or boiler systems. Accessibility is access to the building- whether it is ramps or access to sinks; ADA requirements. Life Safety is such as branch wiring receptacles are lacking on the roof, some lighting fixtures have exposed switch parts. Lifecycle is fire alarms system wiring needs to be renewed and security system access control renewal. Maintenance is protective coordination for the distribution equipment for electrical. Reliability is tied to Lifecycle, but it means that the equipment has exceeded its lifecycle. Tech Improvements refer to fire alarm notifications and upgrading lighting fixtures.

Julia Aurigemma (Town Council) asked Mr. Bazzano his opinion as to what year should these three boards be looking at building a new elementary school? Mr. Bazzano stated that something needs to be done in the very near future— a plan needs to be put in place. Whether it's investing a considerable amount of money and taking advantage of the grants and reimbursements that are out there to bring ECS to the point where we can buy another 15 years before renovation - or we have to renovate. The "bones" of the building are good. The roof is only 10 years old and the boiler system is less than 10 years old. It doesn't have an HVAC system, but needs one.

Ed Maley (BOF) asked Ms. Church about timelines and the interaction between the action and the payment. Are we to assume that it is your recommendation that we spend \$50 million in the next five years? Ms. Church stated that Gordian has identified systems that have a high potential of failure and that you need to understand that replacement or surveillance needs to take place. Ms. Church stated that Mr. Bazzano knows the buildings and his report is a resource. The database and software are tools to use as a resource to make those decisions.

Mayor Demetriades followed up Mr. Maley's question with asking Ms. Church how we reconcile the discrepancy of Gordian's assessment stating that \$50 million of assets are going to expire in the next five years, but our "boots on the ground" are telling us there's a way for us to be able to do a more staggered investment, and then develop a longer-term plan for replacement? Ms. Church said that this is where you would have to determine what is the most important thing to keep these buildings running. The roofs are important, as are baseline foundational needs. The data Gordian provided can guide you in creating a mission statement that will then inform and allow you to prioritize what is important.

Dr. Macri spoke about the condition of ECS, where some conditions are unacceptable and should have been fixed twenty years ago. We don't have the manpower or resources to facilitate over \$50 million of work. We have let this go for so long and this is where we're at today. What Gordian told us was what we needed to hear, but the reality is that we may not have the money to do it all at once. Even if we did, it may not necessarily be a priority to all of you; as it is to me. If we could get everything done in eight to ten years, we would be in great shape. Dr. Macri stated that she trusts Mr. Bazzano went through every single thing and how we should do it, but if something breaks – it would take priority.

Kathryn Russ (BOE) stated that the BOE just went through their budget and wants their budget to reflect honestly what the schools need and not these big capital improvements that need to be done in order to maintain the building. The BOE also talked about the need for plans in place to apply for certain grants. Mr. Bazzano stated that this report would be helpful in applying for grants.

Steve Heizman (BOE) asked Mr. Bazzano to explain what RSMeans is. Mr. Bazzano said RSMeans is an industry standard that categorizes the value of each component and what it costs. It is constantly changing and updating.

Stacy Dabrowski (Town Council) - Regarding ECS; is there a formula we can use on the current replacement value to get an accurate number of what we actually need? Ms. Church responded by saying that all of the systems have been multiplied by 1.5 to address some variations in RSMeans, and also to address the fact that you might need union labor or engineers working on designs. It could be refined even more.

Jamin DeProto (BOF) - The list is prioritized and periodically updated by active projects, but does it also model inflation within those costs? Mr. Bazzano stated that the report is based on today's dollars and are all projections and estimates.

Chris Carigliano (BOF) – In your five-year capital improvement plan are we looking at dollars as of today, or the RSM numbers? Mr. Bazzano answered that these are RSM values, which is the replacement cost. As the years go by, the cost will go up.

Matthew Blanchette (BOF) – On the *300 Actions Funding* slide, is inflation of 4.7% built into these numbers? Ms. Church said that it is built into the software for the funding scenarios. Mr. Bazzano's stated that these figures are all projections and estimates.

Ed Maley (BOF) asked Ms. Church - The *300 Actions Funding* slide shows some sort of funding scheme that goes out 20 years. Does that anticipate doing these things over the course of 20 years or over five years; but paying for them in some sort of uneven tranches? Ms. Church responded by saying that you would have to do your requirements by the due date.

Mayor Demetriades asked Ms. Church if the chart shows that if, at the end of each item's natural life expiration we replace it, this is what it would look like for pure replacement, over the course of time? Ms. Church stated that this is correct.

Dan Kelly (BOF) - This is great information and needed to be done. We have transparency of what the issue is, we've got sorting of what we could do, but not a plan. What is the next step here?

Dr. Macri stated that we have to make sure we have a five-year plan to become accredited. Our next step is to put together a five-year capital improvement plan. As the Mayor stated, there has to be a series of more meetings. We have a plan for what we believe is our priority, but is it your priority – as a community? At the end of the day, whatever money you vote to give, you need to know how it's being spent.

Mr. Kelly asked Dr. Macri if by the fall, would we have something mapped out that will then be evaluated for accreditation? How are our citizens being informed on our funding needs and expectations before the accreditation? Dr. Macri said the state contacts them and tells them what is required to provide for accreditation.

Mayor Demetriades said we have to figure out, together over the next six to eight months about what the next 10 years of this program will look like and how it's going to stagger over that period of time. Then we need to have it fit into the larger capital improvement plan for the other assets we have in town and figure out how those other assets fold into it.

E. CITIZEN COMMENTS

None

F. GENERAL DISCUSSION

Mayor Demetriades suggested there be more meetings of the tri-boards and determine what our next steps should be, collectively. We need to have another meeting where we all come back to assess this and the Long-Range Capital Planning Committee needs to meet and look at these numbers in combination with other projects that the town has on its docket. We can pick a date to meet again, think about a possible sub-committee and define roles and expectations.

Town Manager Salvatore asked Dr. Macri if the BOE was looking for money this year?

Dr. Macri stated that what they did for this year, when we bring the budget to you, the BOE voted to put forward \$138,000 to address the most pressing issues at every school for next year. Then, we talked about what would be a reasonable amount of money so that we could address the other issues that are pressing. Dr. Macri is going to the BOF on April 4th with a 6.635% increase, and of that increase, \$200,000 of it is directly related to trying to address some of these issues. Over time, what we need to create is a five-year capital plan with the district - exactly what the Mayor said - form a sub-committee, what

is it going to look like? How much money? What are we going to tackle? Then, how does that fold into the Town's plan?

Jack Henehan (Town Council) - Will this then be a part of the budget as opposed to being separate and apart? Dr. Macri answered that it will be separate and apart.

Mayor Demetriades asked if this would be the only year the \$200,000 would appear in the BOE line item, then moving forward would it then be in a capital improvement plan? Dr. Macri said they need to split their budget into facilities, building improvements and capital outlay.

Town Manager Salvatore suggested that this be discussed further by the Town Council and the BOF because it may be a discussion where instead of the BOE putting it in their budget, it might be something that is considered a capital improvement; if they can be specific with it.

John Ireland (BOF) echoes what Town Manager Salvatore has said, but the question to Dr. Macri is more around the five-year plan. Who, at the end of the day, approves your five-year plan? Where does the state come in and where is it at our discretion? What exactly goes into the five-year plan?

Dr. Macri said that the state won't come in unless we are failing something with accreditation. The accreditation process with the state is a very long process. The "rubber stamp" would come from the BOE first and then present it to the Town Council or Board of Finance. The BOE is looking at it in their aspect as elected officials, that they have to determine what is most important as a priority.

Matthew Zabroski (BOE) - The reason why we are here with the dollar amount in here, is because we have done the bare minimum. In the process of doing the bare minimum over the last three decades, you get hit with surprises. When you plan for the bare minimum and don't plan for any kind of safety net, which is really difficult to do in a school budget, we have to operate within the budget that's been granted to the BOE for that year. When something comes out of nowhere, we have to adjust and take that from somewhere else in the budget, which means something else is now going to get neglected. We need to start to look at this differently.

Steve Wygonowski (BOF) - Toured ECS and appreciates all the work Mr. Bazzano did. We should think about this in terms of the scope, complexity and cost; the same way we are thinking about the new middle school. Organize a group of people to really go through all of this work and come up with a plan. These are 80 to 100-year assets and a five-year plan is not enough; we need people to be able to think about that.

Mayor Demetriades concluded that this gives us a good launching plan. The following needs to occur:

- 1) Develop a capital improvement process that separates out operations and capital.
- 2) We need to have a standing facilities committee comprised of representatives of each of our three boards, that will go into the data with Mr. Bazzano.
- 3) Develop a long-term generational plan for what this will look like in 30 years.

We cannot allow another 30 years of neglect to happen. We have to start thinking globally and generationally about this process. We need to all be moving in the same direction.

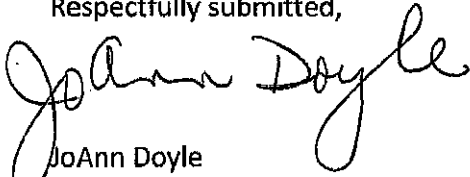
John Ireland (BOF) asked Mayor Demetriades about a timeline. Mayor Demetriades said that as soon everyone's budget is done in April, we need to hit the ground running with this and make it deliverable by the summer. We, as a collective group, should have meetings every three months, with the smaller groups meeting more frequently.

G. ADJOURN

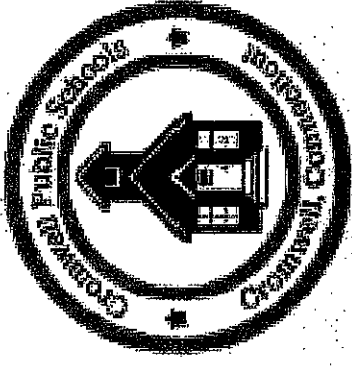
MOTION made by J. Aurigemma, **SECONDED** by J. Henehan to adjourn.
All in favor.

The meeting adjourned at 9:33 p.m.

Respectfully submitted,


JoAnn Doyle
Recording Secretary

GORDIAN®



CROMWELL PUBLIC SCHOOLS

2023 Facilities Conditions Assessment

Assessment Date: September 2023
Presentation to the Tri-Board - February 26, 2024

Elizabeth Church - Gordian Assessment Services
Senior Account Manager



**TOWN OF CROMWELL
PUBLIC HEARING
MONDAY, MARCH 4, 2024 – 4:15 P.M.
TOWN HALL COUNCIL CHAMBERS**

Mayor Demetriades opened the Public Hearing at 4:18 p.m. and read the legal notice below into the record:

**LEGAL NOTICE
TOWN OF CROMWELL**

The Town Council of the Town of Cromwell, Connecticut will hold a Public Hearing on Monday, March 4, 2024 at 4:15 p.m. in the Cromwell Town Hall, Council Chambers, located 41 West Street, Cromwell, CT regarding the proposed 2024-2025 (five year) Capital Improvement Program. Citizens may direct comments regarding the proposed Capital Improvement Program to mayor@cromwellct.com.

A copy of the Capital Improvement Program, in its entirety, is available for public inspection at the office of the Town Clerk, 41 West Street, Cromwell, Connecticut and will be posted online at www.cromwellct.com.

Dated at Cromwell, Connecticut this 22nd day of February 2024.

James Demetriades, Mayor
For the Town Council

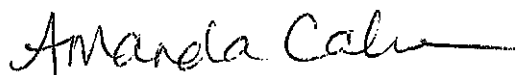
Mayor Demetriades then asked if anyone from the public would like to speak. No one from the public requested to speak.

Mayor Demetriades then read the attached email from Matthew Brown into the record.

MOTION made by J. Henehan and **SECONDED** by P. Luna and was unanimously approved to close the Public Hearing.

The Public Hearing closed at 4:23 p.m.

Respectfully submitted,



Amanda Calve
Secretary

Calve, Amanda

From: Calve, Amanda on behalf of Mayor
Sent: Monday, February 26, 2024 10:59 AM
To: James Demetriades (jdemetriades@cromwellct.com)
Subject: FW: Legal Notice - Capital Improvement Program

From: Matthew Brown <matthew.w.brown@gmail.com>
Sent: Saturday, February 24, 2024 8:07 PM
To: Mayor <mayor@cromwellct.com>
Subject: Re: Legal Notice - Capital Improvement Program

Hi James,

I will try to make it to the meeting, but I don't think I will be able to as I'm flying out early the next morning for a work trip. I have some questions about the proposed "Capital Plan" below:

1. If this is part of a five-year plan, the other four years of plans should be included, so we can see any anticipated future expenses, for example if 2025-2026 is going to be an expensive year, we should try to know that now to try and even out the spending if possible. Without that, it's hard to see if these are all the expenses that make sense to be included this year. Additionally, if some spending is sequentially planned like preliminary work this coming year that leads to additional projects in the future, it would be good to know that if something is deprioritized, it will impact future years' work as well.
2. The list includes prioritization of 1s and 2s. What are the requirements for a 1 or a 2? Could there be a priority of 3 or 4 items or is it only 1 or 2 priorities? Should we assume things that are not recommended are priority 3 or 4 as those non-recommended items were not prioritized? Are the priorities assigned by the Town Manager or the department heads?
3. One item not on the recommended spend is a \$970K "Engineering Design" request and it doesn't have a priority. What is that for? Without details, how can we as citizens help determine if this was an ask worth considering or if this is just something the Town Engineer included as a general funding request? If it isn't done this year, will it be on the list for next year? Will it impact any future engineering work?
4. I think you mentioned months ago that updating the technology in the council chambers was on the capital plan, but it doesn't look like it was requested. Why wouldn't that be included on the list? Even if it wasn't "recommended" or given a priority 2, it is still surprising it isn't included. Is that already part of this year's capital spending, is that why it isn't included?
5. Speaking of technology, it looks like some digitalization was recommended to be pushed out another year. If we are trying to bring our Town Hall operations to the 21st century, shouldn't some more of the digitization projects be prioritized?
6. Besides the council chambers, are there additional capital plan items not on this list that should be considered like guest wifi for the town hall (it might exist, but I can think of the library) or adding technology to other meeting rooms like the one next to the council chambers that doesn't even have a telephone w/ microphones or any screen sharing options.
7. I thought there was a concern about needing vans for the senior center. Is that sorted out with sharing from Portland? Is there still a need for a van for the seniors? If so, why would that not be on the list, even if it isn't recommended for spending this year?

Let me know if you have any questions.

Thanks!
Matt Brown

On Thu, Feb 22, 2024 at 3:48 PM Town of Cromwell CT <cmsmailer@civicplus.com> wrote:

Legal Notice - Capital Improvement Program

[Read more](#)

This is an automatic message from Town of Cromwell CT. Please do not reply to this message.
[You can unsubscribe here.](#)

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Matt Brown

**TOWN OF CROMWELL - TOWN COUNCIL
TOWN HALL COUNCIL CHAMBERS
41 WEST STREET, CROMWELL, CT 06416
SPECIAL MEETING – BUDGET WORKSHOP MINUTES**

Monday, March 4, 2024 - 4:30 p.m.

Present: Mayor James Demetriades, Julia Aurigemma, Brian Bonneau, Stacy Dabrowski (left the meeting at 6:50 p.m.), Jack Henehan, Paula Luna, Al Waters

Also Present: Town Manager Salvatore, Finance Director Sharon DeVoe, Public Works Director Lou Spina, Registrars Bonnie Anderson and Alice Kelly

A. CALL TO ORDER

Mayor Demetriades called the meeting to order at 4:30 p.m.

B. CITIZEN COMMENTS

None.

C. BUDGET WORKSHOP

1. Discussion and Action on General Fund Budget Requests:

– 27. Public Works (Includes all divisions)

Public Works Director Lou Spina was in attendance to answer questions of the Town Council on the Public Works budget.

There was discussion regarding the amount of unused departmental expenses for the past two years.

MOTION made by J. Aurigemma and **SECONDED** by J. Henehan to amend the Town Manager's recommendation to cut \$500 from Departmental Expenses and amend the Public Works Administration budget to \$302,479.

All in favor.

MOTION made by P. Luna and **SECONDED** by J. Henehan to adopt and accept the new total of \$302,479 for the Public Works Administration Budget.

All in favor.

28. Engineering Division - \$262,302

MOTION made by J. Aurigemma and **SECONDED** by P. Luna to adopt the Town Manager's Recommended Budget of \$262,302.

All in favor.

29. Solid Waste Removal/Recycling Center Division - \$818,286

MOTION made by J. Henehan and **SECONDED** by B. Bonneau to adopt the Town Manager's Recommended Budget of \$818,286.

All in favor.

30. Highway Division - \$1,530,371

MOTION made by A. Waters and **SECONDED** by J. Henehan to adopt the Town Manager's Recommended Budget of \$1,530,371.

All in favor.

Councilwoman Dabrowski left the meeting.

31. Vehicle Maintenance Division - \$340,079

MOTION made by A. Waters and **SECONDED** by P. Luna to adopt the Town Manager's Recommended Budget of \$340,079.

All in favor.

32. Building Maintenance - \$704,932

MOTION made by P. Luna and **SECONDED** by A. Waters to adopt the Town Manager's Recommended Budget of \$704,932.

All in favor.

Councilwoman Dabrowski returned to the meeting.

33. Parks and Grounds Division - \$503,083

MOTION made by J. Aurigemma and **SECONDED** by P. Luna to adopt the Town Manager's Recommended Budget of \$503,083.

All in favor.

34. Utilities - \$484,000

MOTION made by J. Henehan and **SECONDED** by B. Bonneau to approve the Town Manager's Recommended Budget of \$484,000.

All in favor.

MOTION made by J. Aurigemma to approve the Public Works Department total Budget in the amount \$4,945,532.

All in favor.

The Town Council took a brief recess at 5:55 p.m.

The Town Council meeting reconvened at 6:02 p.m.

Town Manager Salvatore and Public Works Director Spina presented the Public Works Capital Plan Requests and answered questions of the Council.

MOTION made by J. Henehan and **SECONDED** by S. Dabrowski to approve the Engineering CNR Request in the amount of \$30,000 for the South Street @ Cromwell Creek Barrier Gates.

In favor: J. Aurigemma, B. Bonneau, S. Dabrowski, J. Demetriades, J. Henehan, P. Luna

Opposed: A. Waters

Motion carried.

MOTION made by A. Waters and **SECONDED** by J. Henehan to approve the Road Improvement Fund CNR Request in the amount of \$311,000 from ARPA balance to cover the balance of the road improvements for the year.

All in favor.

MOTION made by J. Henehan and **SECONDED** by S. Dabrowski to approve the Highway CNR Requests for the leaf vacuum and the flat body and brine in the amount of \$144,653.

All in favor.

MOTION made by A. Waters and **SECONDED** by J. Henehan to approve the Parks and Grounds CNR Request for the 4x4 Pick-Up Truck in the amount of \$59,000.

All in favor.

MOTION made by A. Waters and **SECONDED** by J. Henehan to approve the Building Maintenance CNR Request for the Replacement pickup utility body/body work for existing chassis in the amount of \$15,000.

All in favor.

Councilwoman Dabrowski left the meeting at 6:50 p.m.

– **3. Elections Department - \$121,284**

Registrars Bonnie Anderson and Alice Kelly were in attendance to answer questions of the Town Council on their budget request. The Town Manager and the Registrars explained that Connecticut passed legislation for early voting which requires significantly more dates and ultimately, more hours. This is still being worked on and the handbook put out by the State, has changed once already and is subject to change again. This is a requirement of the State and it has to be accommodated. Town Manager Salvatore informed the Council that he and all

other COG member municipalities have submitted a request for more funding to the State to help offset of these unexpected costs. A brief discussion followed.

MOTION made by P. Luna and **SECONDED** by A. Waters to approve the Town Manager's Budget Recommendation of \$121,284.
All in favor.

– **4. Economic Development Commission - \$22,010**

MOTION made by A. Waters and **SECONDED** by J. Henehan to approve the Town Manager's Budget Recommendation of \$22,010.
All in favor.

– **4a. Redevelopment Agency - \$900**

MOTION made by A. Waters and **SECONDED** by J. Henehan to approve the Town Manager's Budget Recommendation of \$900.
All in favor.

– **5. Town Planner - \$152,317**

MOTION made by J. Henehan and **SECONDED** by A. Waters to approve the Town Manager's Budget Recommendation of \$152,317.
All in favor.

– **6. Development Compliance - \$119,790**

MOTION made by A. Waters and **SECONDED** by J. Henehan to approve the Town Manager's Budget Recommendation of \$119,790.
All in favor.

– **23. Planning and Zoning Commission - \$3,525**

MOTION made by J. Henehan and **SECONDED** by A. Waters to approve the Town Manager's Budget Recommendation of \$3,525.
All in favor.

– **24. Zoning Board of Appeals - \$1,250**

MOTION made by J. Aurigemma and **SECONDED** by P. Luna to approve the Town Manager's Budget Recommendation of \$1,250.
All in favor.

– **25. Inland Wetlands - \$1,900**

MOTION made by A. Waters and **SECONDED** by B. Bonneau to approve the Town Manager's Budget Recommendation of \$1,900.
All in favor.

- **26. Conservation Commission - \$1,210**
MOTION made by A. Waters and **SECONDED** by J. Henehan to approve the Town Manager's Budget Recommendation of \$1,210.
All in favor.

- **35. Emergency Management - \$21,050**
MOTION made by A. Waters and **SECONDED** by B. Bonneau to approve the Town Manager's Budget Recommendation of \$21,050.
All in favor.

- **38. Health Department - \$221,687**
MOTION made by A. Waters and **SECONDED** by J. Henehan to approve the Town Manager's Budget Recommendation of \$221,687.
All in favor.

- **43. Recreation Department - \$300,839**
MOTION made by A. Waters and **SECONDED** by J. Henehan to approve the Town Manager's Budget Recommendation of \$300,839.
All in favor.

- **12. Donations and Dues - \$56,152**
MOTION made by A. Waters and **SECONDED** by J. Henehan to amend the Town Manager's Recommended Budget to give the Historical Society \$9,000 and to give Hillside Cemetery \$5,000.
All in favor.

MOTION made by A. Waters and **SECONDED** by P. Lune to approve and adopt the new Donations and Dues Budget amount of \$56,152.
All in favor.

- **13. Legal Expenses - \$235,875**
MOTION made by P. Luna and **SECONDED** by J. Henehan to approve the Town Manager's Budget Recommendation of \$235,875.
All in favor.

- **14. Central Services - \$249,004**
MOTION made by A. Waters and **SECONDED** by J. Henehan to approve the Town Manager's Budget Recommendation of \$249,004.
All in favor.

- **15. Insurance Expense - \$629,701**
MOTION made by A. Waters and **SECONDED** by P. Luna to approve the Town Manager's Budget Recommendation of \$629,701.
All in favor.

- **17. Town Council - \$2,400**
MOTION made by J. Henahan and **SECONDED** by P. Luna to approve the Town Manager's Budget Recommendation of \$2,400.
All in favor.

- **18. Board of Finance - \$42,730**
MOTION made by J. Aurigemma and **SECONDED** by A. Waters to approve the Town Manager's Budget Recommendation of \$42,730.
All in favor.

- **20. Charter Revision Committee - \$500**
MOTION made by J. Henahan and **SECONDED** by B. Bonneau to approve the Town Manager's Budget Recommendation of \$500.
All in favor.

- **21. Board of Assessment Appeals - \$600**
MOTION made by B. Bonneau and **SECONDED** by J. Henahan to approve the Town Manager's Budget Recommendation of \$600.
All in favor.

- **22. Committee to Support Disabled People - \$100**
MOTION made by B. Bonneau and **SECONDED** by J. Henahan to table this item to the budget workshop of March 6th.
All in favor.

D. ADJOURN

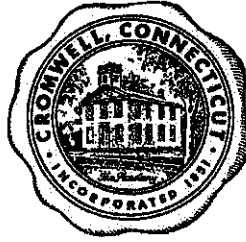
MOTION made by A. Waters and **SECONDED** by B. Bonneau to adjourn.

The meeting adjourned at 7:38 p.m.

Respectfully submitted,



Amanda M. Calve
Secretary



**Town of Cromwell
Board & Commission Application Form**

Name: Andrew Holt

Address: (Home) 8 Wildwood Road

Telephone: 860-836-9278

E-mail Address: andocommando333@gmail.com Occupation: CDL Class A driver/ Equipment Operator

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: ☐ Democrat ☒ Republican ☐ Unaffiliated

Board or Commission of Interest: Inland Wetlands

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'd like to go from serving as an alternate member on Inland
Wetlands, to filling the vacancy and becoming a full member of
Inland Wetlands.

Please include three (3) References with your application.

Name	Address	Phone Number
Keith Aylward	184 Evergreen Rd	860-878-5560
Steve Heizman	28 Wildwood Rd	860-882-7619
Anthony LaCava	4 Linda Court	860-944-4451

Signature: [Signature]

Date: March 5, 2024

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.