

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

**REGULAR MEETING AGENDA
Wednesday, February 14, 2024
7:00 p.m.**

- A. CALL TO ORDER**
- B. PLEDGE OF ALLEGIANCE**
- C. APPROVAL OF AGENDA**
- D. COMMISSION CHAIRMAN REPORTS/LIAISON REPORT/STAFF REPORTS**
 - 1. CMS Building Committee
- E. PRESENTATION OF PROCLAMATION**
- F. MAYOR'S UPDATE**
- G. TOWN MANAGER'S UPDATE**
- H. TOWN COUNCIL LIAISON REPORTS**
- I. FINANCIAL/FINANCE DIRECTOR'S UPDATE**
 - 1. Budget Report
 - 2. Long Range Capital Planning Memo
 - 3. Tax Refunds
- J. CHIEF OF POLICE'S UPDATE**
- K. PUBLIC WORKS DIRECTOR'S UPDATE**
- L. CITIZEN COMMENTS** *(limited to 2 minutes per speaker, please be respectful)*
- M. 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. Review and Approve Updated Cromwell Police Department Rules of Conduct

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2. Town Manager's Goals and Objectives for 2024
3. Update Town Council Liaison Appointments
4. Discussion and possible action regarding State Bonding for Town Projects

O. APPROVAL OF MINUTES

1. January 10, 2024 Regular Meeting Minutes
2. January 11, 2024 Special Meeting Minutes
3. January 18, 2024 Special Meeting Minutes

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

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

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Q. INFORMATIONAL ITEMS

1. Judge of Probate Vacancy

R. EXECUTIVE SESSION

Provide information regarding IUOE Contract Negotiations

S. ADJOURN



Building Committee

CROMWELL MIDDLE SCHOOL

Town Council Report

Feb. 14, 2024

As of 2/7/24

At the January 31 CMS Building Committee meeting, the Committee accepted the recommended contractors and the construction costs as presented by the Construction Manager. The total construction cost accepted is \$58.6 million for the middle school and central administration building. The total project budget is \$72.6 million which includes the construction costs, soft costs and furniture & fixtures. At this time the project is tracking \$3.9 million under budget. Cromwell's reimbursement rate from the state is 49.96%. There will be items noted as ineligible for state reimbursement in the final review.

The project's construction is scheduled to begin Feb. 15. We'll celebrate the milestone with a groundbreaking ceremony on Feb. 21 from 4:30 to 5 p.m. at CMS. We look forward to seeing you there.

Cromwell Middle School
GROUND BREAKING
FEBRUARY 21, 2024

Welcome Remarks	Rosanna Glynn <i>Chair, CMS Building Committee</i>
Speakers	Dr. Enza Macri <i>Superintendent, Cromwell Public Schools</i> Ann Cocchiola <i>Principal, Cromwell Middle School</i> James Demetriades <i>Mayor, Town of Cromwell</i>
Break Ground	Matt Leaser <i>State Senator</i> Christie Carpine <i>State Representative</i> Celina Kelleher <i>Chair, Board of Education</i> Student Representatives Ann Cocchiola James Demetriades Rosanna Glynn Dr. Enza Macri
Photos	

Special Thanks
Thank you to Arcadis, Project Manager; Newfield Construction, Construction Manager; Perkins Eastman Architects for your guidance and counsel. Thank you to Senator Leaser and Representative Carpine for your continued support of this project and the Cromwell community.

Upcoming Meetings

Wednesday, February 21, 7:00 pm Virtual

Wednesday, March 6, 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: 02/06/2024
RE: Human Services Director Report

Senior Center

- We want to share an important NEW resource that is called BRING ME BACK HOME REGISTRY. It is a new registry for CT residents which allows law enforcement access to information to assist in the recover of missing or wandering persons living with cognitive challenges. The provided information and photo that you provide at sign up helps first responders know who they are looking for when those individuals with cognitive impairments are lost or wandering. To sign a loved one up, visit. Ct.gov/BMBH
- Tai Ji Quan- Moving for Better Balance program begins on 2/6/24. This is a 2 time per week, 26-week class to improve balance, grant funded by CT Healthy Living Collaborative.
- On 2/2/24- The director attended a community conversation session to provide input on services needed as the State Unit on Aging prepares their 3-year strategic plan.
- Senior Center has 2 Interns this semester, one from Charter Oak State College Social Work Program and another from Charter Oak State College BSN program.
- Senior Center room improvements are being made. A wall came down to provide a bit more space in the Senior center and we are awaiting on cabinet and furniture quotes. Funding is from the State Unit on Aging ARPA funds.

Some Upcoming Special February Programs:

- 2/6- Super Bowl Party
- 2/5- Drumming Circle
- 2/7- Chinese New Year celebration
- 2/12- Vision Board Workshop
- 2/13- Medicare Information Lunch & Learn
- 2/15- Speed Dating Event
- 2/20- Bingo Event with MediMike (Medicare information).
- 2/27- Social Security Administration- Snack & Learn on benefits.

Local Trips this Month:

2/7- Stew Leonard's and Wood n Tap
2/14- Carousel Museum & J. Timothy's Tavern
2/22- CT Flower and Garden Show at CT Convention Center
2/28- IKEA and lunch in the cafe

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

- Cromwell Human Services has been selected as Stop & Shop's Community Bag program recipient. If you purchase a reusable bag for \$2.50, Cromwell Human Services will receive \$1.00 for every bag purchased.
- 8th Annual Charity Bowl is happening on February 25th. The Knights of Columbus Desoto Council sponsors this family event with prizes and raffles. Some proceeds support our food bank. Pre-registration required.

Youth Services

- A big shout out to the Cromwell community for creating 520 handmade Valentine's for Veterans cards. They will be mailed out to local hospitals, shelters, and other veteran organizations this week.
- 19 people are registered for the free Narcan Training on February 6. Participants will learn how to identify a possible opioid overdose and how to administer Narcan.
- The Youth Advisory Board is hosting a poster contest for Cromwell Middle School students. Announcements will be made at the middle school and more information can be found online at cromwellct.com/youth-services.
- The CYS Administrator along with members of the CT Youth Services Association Middlesex Chapter hosted a legislative meeting on January 24th. They presented information on the critical role played by YSBs in providing services and advocating for children, youth, and families to elected officials.
- We encourage Town Council and the community to read a report by the Dalio Education Foundation about Connecticut's Unspoken Crisis – "Getting young people back on track - a study of CT's at-risk and disconnected young people". The report released in October 2023 can be found at dalioeducation.org.

Memo

To: Town Manager Salvatore
From: Kara Canney
Date: 2/6/2024
Re: Cromwell Belden Public Library Report

Statistics for the month of January

Door Count: 4,846

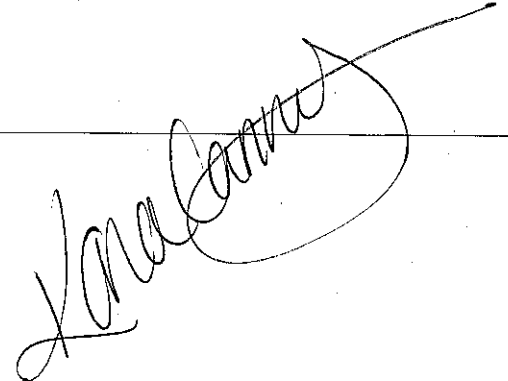
Circulation: 9,220

Programs: 40 **Attendance:** 799

Downloads: (Overdrive, Hoopla, Kanopy) 1,329

Computer Sessions: 283

Study Rooms: 118 hours/133 People



Strategic Library Plan To be discussed at the 2/12 Library Commission Meeting.

Outreach Youth Services visited multiple preschools this month.

Eggs/Chickens The eggs arrived on 1/23 and are expected to hatch on 2/12.

Teen Study Hours One night was canceled due to icy road conditions, the other was met with appreciation, pizza and dog cuddles.

Take Your Child to the Library Day 2/3 A National Event that was started in CT in 2011. Lots of families participated in our scavenger hunt, story-time and therapy dog visits. We also candled the eggs!



The Spring Newsletter will be available by mid-February.



Town of Cromwell Office of the Town Manager

TOWN MANAGER'S REPORT

Date: February 7, 2024
To: Members of the Town Council
From: Anthony J. Salvatore, Town Manager
Subject: Town Manager's Report for 2/14/2024 Town Council Meeting

- Negotiations are still in progress with IUOE (Public Works Union). There is an executive session on the agenda tonight to provide the Council with an update.
- January 18th – A Long Range Capital Planning Meeting was held in the Council Chambers. The Finance Director has included a memo in your packets summarizing the meeting.
- January 22nd – I attended a meeting regarding the Route 9 Traffic Light Removal. Two Public Workshops have been scheduled for February 21st and 22nd at Middletown City Hall. More information has been shared on the Town's Facebook page.
- January 24th – As Chairman of RiverCOG, a meeting was held and Congressman Courtney attended to discuss the Inflation Reduction Act/Direct Pay. This allows municipalities and nonprofits to receive tax credits for certain clean energy projects as direct payments from the IRS. This is something we are looking into to see if we have anything that qualifies for the tax credits.
- January 25th – Attended a Guaranteed Clean Energy Meeting with Lou Spina and Jon Harriman where the initial energy audit was presented to the Town.
- January 26th – A meeting regarding Pierson Park was held. At this meeting, plans were presented in preparation for bidding to begin.
- Our IT Consultant has been on site 5 days a week since January 8th. So far it has been working out very well. Staff's IT needs continue to be addressed quickly.
- Several budget meetings have been held with the Finance Director, myself and Department Heads.
- We continue to work on Economic Development and various commercial and residential projects.

TOWN OF CROMWELL

DATE: FEBRUARY 7, 2024
TO: ANTHONY J. SALVATORE, TOWN MANAGER
FROM: SHARON DEVOE, FINANCE DIRECTOR
RE: FEBRUARY TOWN COUNCIL REPORT

I am submitting budget reports for fiscal year 2024 for the Town Council meeting on February 14th. The reports reflect activity through the end of January.

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

Copies of the audit report (Annual Comprehensive Financial Report) for the fiscal year ending June 30, 2023, as well as the Federal and State Single Audit for various Town and Education grants were distributed at the beginning of the meeting. Once again, the Town has finished the fiscal year in good standing with strong financial policies and practices.

In your packet is also a memo regarding the Long Range Capital planning meeting held on January 18th.

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



FOR 2024-07

JOURNAL DETAIL 2024-1 TO 2024-13

ACCOUNTS FOR:	GENERAL FUND	ORIGINAL ESTIM REV	ESTIM REV ADJUSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
001							
002	TOWN CLERK'S OFFICE	-336,000	0	-336,000	-185,559.98	-150,440.02	55.2%
021	TAX COLLECTOR	-49,919,166	0	-49,919,166	-45,806,590.74	-4,112,575.26	91.8%
022	ASSESSOR'S OFFICE	-500	0	-500	0.00	-500.00	0.0%
030	PUBLIC WORKS ADMIN.	-45,900	0	-45,900	-24,953.57	-20,946.43	54.4%
033	BUILDING INSPECTION	-350,000	0	-350,000	-234,882.00	-115,118.00	67.1%
040	POLICE DEPARTMENT	-99,800	0	-99,800	-36,220.15	-63,579.85	36.3%
050	HEALTH DEPARTMENT	-25,000	0	-25,000	-4,715.00	-20,285.00	18.9%
053	SENIOR SERVICES	-500	0	-500	-550.00	50.00	110.0%
061	LIBRARY	-500	0	-500	-656.65	156.65	131.3%
206	BOARDS & COMMISSIONS	-9,500	0	-9,500	-4,355.00	-5,145.00	45.8%
207	STATE OF CONNECTICUT	-5,841,349	0	-5,841,349	-2,113,824.41	-3,727,524.59	36.2%
208	MISCELLANEOUS SOURCES	-928,239	0	-928,239	-783,671.94	-144,567.06	84.4%
	TOTAL GENERAL FUND	-57,556,454	0	-57,556,454	-49,195,979.44	-8,360,474.56	85.5%

TOWN OF CROMWELL, CT

YEAR-TO-DATE BUDGET REPORT



FOR 2024 07

JOURNAL DETAIL 2024 1 TO 2024 13

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFRS/ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
0001 GENERAL FUND							
001 TOWN MANAGER'S OFFICE	421,255	0	421,255	213,274.48	549.60	207,430.92	50.8%
002 TOWN CLERK'S OFFICE	225,761	0	225,761	120,003.62	13,232.00	92,525.38	59.0%
003 REGISTRAR OF VOTERS	84,951	0	84,951	35,004.90	9,707.46	40,238.64	52.6%
004 PLANNING COMMISSION	3,525	0	3,525	870.64	90.95	2,563.41	27.3%
005 ECONOMIC DEVELOPMENT	122,443	0	122,443	1,000.81	249.19	121,193.00	1.0%
006 BOARD OF FINANCE	41,867	0	41,867	34,750.15	6,130.00	121,986.85	97.6%
008 CHARTER REVISION COMM	500	0	500	.00	.00	500.00	.0%
009 BOARD OF ASSESSMENT APPEALS	600	0	600	221.70	.00	378.30	37.0%
010 ZONING BOARD OF APPEALS	1,250	0	1,250	410.34	68.10	771.56	38.3%
011 INLAND WETLANDS	1,900	0	1,900	495.00	.00	1,405.00	26.1%
012 COMM. FOR DISABLED PEOPLE	100	0	100	.00	.00	100.00	.0%
013 DONATIONS AND DUES	51,060	0	51,060	47,525.00	3,000.00	535.00	99.0%
014 TOWN COUNCIL	2,400	0	2,400	1,207.55	.00	1,192.45	50.3%
015 LEGAL EXPENSE	232,100	0	232,100	80,770.80	126,129.20	25,200.00	89.1%
016 CENTRAL SERVICES	211,925	0	211,925	133,340.37	61,688.05	16,896.58	92.0%
017 INSURANCE EXPENSE	620,330	0	620,330	452,778.29	139,351.32	28,200.39	95.5%
018 GENERAL EXPENSE	15,002	0	15,002	6,850.19	3,000.00	5,151.81	65.7%
019 DEVELOPER/PLANNER	147,981	0	147,981	89,354.29	1,286.34	57,340.37	61.3%
020 FINANCE DEPARTMENT	424,379	0	424,379	230,212.31	1,467.98	192,698.71	54.6%
021 TAX COLLECTOR	164,975	0	164,975	94,075.74	49.60	70,849.66	57.1%
022 ASSESSOR'S OFFICE	253,058	0	253,058	135,095.31	2,215.41	115,747.28	54.3%
030 PUBLIC WORKS ADMIN.	247,328	0	247,328	153,183.36	12,991.15	81,153.49	67.2%
031 ENGINEERING	249,420	0	249,420	132,910.63	7,173.90	109,335.47	56.2%
032 SOLID WASTE REMOVAL	827,740	0	827,740	420,889.06	312,613.66	94,237.28	88.6%
033 BUILDING INSPECTION	224,935	0	224,935	122,415.06	4,052.72	98,467.22	56.2%
034 HIGHWAY DEPT.	1,528,616	0	1,528,616	591,381.19	309,766.26	627,468.55	59.0%
035 BUILDING MAINTENANCE	658,784	0	658,784	321,297.55	72,469.57	265,016.88	59.8%
036 PARKS & GROUNDS	458,248	0	458,248	260,342.87	28,534.83	169,370.30	63.0%
037 PUBLIC WORKS-OTHER	474,000	0	474,000	274,592.88	159,454.70	39,952.42	91.6%
038 VEHICLE MAINTENANCE	326,371	0	326,371	151,566.91	85,055.86	89,748.23	72.5%
040 POLICE DEPARTMENT	3,952,555	30,216	3,982,771	2,083,781.60	41,316.63	1,857,672.89	53.4%
041 EMERGENCY MANAGEMENT	21,050	0	21,050	9,119.02	.00	11,930.98	43.3%
042 ANIMAL CONTROL	95,128	323	95,451	56,951.88	.00	38,499.45	59.7%
050 HEALTH DEPARTMENT	214,966	0	214,966	112,745.16	37,283.82	64,937.02	69.8%
051 HUMAN SERVICES	144,009	0	144,009	83,956.52	9,170.19	59,882.29	58.4%
053 SENIOR SERVICES	145,338	0	145,338	70,017.44	9,322.04	65,998.52	54.6%
054 YOUTH SERVICES	113,172	0	113,172	66,029.60	3,159.04	43,983.36	61.1%
055 TRANSPORTATION SERVICES	159,489	0	159,489	79,794.95	3,669.97	76,024.08	52.3%
060 RECREATION DEPARTMENT	290,775	0	290,775	166,307.42	8,564.68	115,902.90	60.1%
061 LIBRARY	690,975	0	690,975	368,512.44	25,709.97	296,752.59	57.1%
070 BONDED DEBT	3,131,059	0	3,131,059	561,567.00	.00	2,569,492.00	17.9%
080 EMPLOYEE BENEFITS	4,294,415	-30,539	4,263,876	1,941,176.08	1,213,946.68	1,108,752.79	74.0%
090 BOARD OF EDUCATION	36,163,384	0	36,163,384	16,393,778.50	.00	19,769,605.50	45.3%
119 DEVELOPMENT COMPLIANCE	116,125	0	116,125	63,947.07	778.81	51,399.12	55.7%

TOWN OF CROMWELL, CT

YEAR-TO-DATE BUDGET REPORT



FOR 2024 07		JOURNAL DETAIL 2024 1 TO 2024 13						
ACCOUNTS FOR:	GENERAL FUND	ORIGINAL APPROP	TRANSFRS/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	26,163,505.68	2,704,249.68	28,688,698.64	50.2%

TOWN OF CROMWELL

DATE: FEBRUARY 7, 2024
TO: ANTHONY J. SALVATORE, TOWN MANAGER
FROM: SHARON DEVOE *Sharon*
RE: LONG RANGE CAPITAL PLANNING

The Long-Range Capital Planning committee consists of the Director of Finance, Town Manager, Mayor, Deputy Mayor, Board of Finance Chair and Vice Chair. This group meets periodically to discuss major capital projects that have been brought to the Town Manager's attention by Department Heads or the public by way of the Town Council. This committee reviews the Town's capital needs to discuss and identify priorities, and possible funding opportunities to support those needs.

On January 18, 2024, the committee met to review several projects. In attendance at this meeting were the Director of Finance, Town Manager, Mayor, Deputy Mayor, Deputy Board of Finance Chair, Lou Spina (Public Works Director), Jon Harriman (Town Engineer) and Claudio Bazzano (Director of District Operations BOE).

The following projects were discussed:

- Drainage, as a result of recommendations from the study.
- CHS Multi-Use Sports Fields.
- Community/Senior Center and Community Grants for this project.
- BOE School Facility Study results. A Tri-Board meeting will be held on February 26th to discuss the results

As always, funding sources for projects and other unanticipated needs must be evaluated and planned carefully.

Posted Refund Transaction (s)			TOWN OF CROMWELL		Date: 02/01/2024		Page: 1				
Condition(s) :	Bill	Name	Int Date: 02/01/2024	Prop Loc/Vehicle Info.	UniqeID/Reason	Paid Date	Tax	Int	L/F	Total Adjusted	Overpaid Tax
2022-01-0000155	1	ANDERSON RICHARD JR + ANDERSON MAURA	15 GRACE LANE	00396100	Sec. 12-129 Refund of Excess Payments.	1/30/2024	5,723.20	0.00	0.00	5,723.20	-2,457.93
15		CROMWELL CT 06416					8,181.13	0.00	0.00	8,181.13	
2022-01-0000588	1	BRANCIFFORTE DOROTHY C + BRANCIFFORTE JO	5 LONG GREEN TERRACE 08	10503500	Sec. 12-129 Refund of Excess Payments.	1/5/2024	8,571.56	0.00	0.00	8,571.56	-4,285.78
2022-04-0081059	1	BRANCIFFORTE DANIEL R					12,857.34	0.00	0.00	12,857.34	
		CROMWELL CT 06416						0.00	0.00		
		LESSARD MARIO A						0.00	0.00		
		3 BLACK BIRCH DR						0.00	0.00		
2022-04-0081993		CROMWELL CT 06416-1116				1/19/2024	486.86	0.00	0.00	486.86	-86.00
		WOODWARD GREGORY S						0.00	0.00		
		2255 RIDGE ROAD						0.00	0.00		
2022-04-0081994		WOODWARD GREGORY S				1/16/2024	322.51	0.00	0.00	322.51	-322.51
		NORTH HAVEN CT 06473					645.02	0.00	0.00	645.02	
		2255 RIDGE ROAD						0.00	0.00		
2022-04-0081995		WOODWARD GREGORY S				1/16/2024	1,081.41	0.00	0.00	1,081.41	-1,260.92
		NORTH HAVEN CT 06473					2,342.33	0.00	0.00	2,342.33	
		2255 RIDGE ROAD						0.00	0.00		
2022-04-0081995		WOODWARD GREGORY S				1/16/2024	613.26	0.00	0.00	613.26	-767.98
		2255 RIDGE ROAD					1,381.24	0.00	0.00	1,381.24	
		NORTH HAVEN CT 06473						0.00	0.00		
TOTAL	6						16,712.80	0.00	0.00	16,712.80	




CROMWELL POLICE DEPARTMENT



Frederick Sifodaskalakis

Chief of Police

MEMO

TO: Anthony J. Salvatore, Town Manager
FROM: Chief Fred Sifodaskalakis 
SUBJECT: Town Council Report (January 2024)
DATE: February 1, 2024

In preparation for the February Town Council meeting, I am providing you the **January** monthly statistics. I am also providing you a report from K-9 Sergeant John Carlson for activity for the month of January 2024. Captain Penn provided a report for the Detective Division.

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

Response to Aggression/Resistance: There were (5) incidents in the month of **January**.

Civilian Complaints: There was (1) civilian complaints in the month of **January**.

Training (January):

- Sergeant Kogut and Sergeant McCarter: **In-Service Training**
- Officer Pietraroia: **DARE Training**
- Officer Jespersen: **Drager Instructor Training**
- Officer Jones: **First Responder Dementia Training**
- Chief Sifodaskalakis, Captain Penn, Sergeant Bengtson, Sergeant Kogut, Sergeant Parsons, Sergeant Maslauskas, Sergeant McCarter, and Sergeant Carlson: **Police and the Press**
- Dispatcher Benoit: **COLLECT, Power Phone EMD, Tele-communicator-CPR, IMS: 100c Intro to Incident Command, 5.A Intro to Hazardous Material, 242.C Effective Communication, 951 DHS Radio Interoperability, 700.B Intro to the National Incident Management System, Culture of Civility: Creating a Harassment-Free Workplace**
- **Department Wide Bloodborne Pathogens**
- **Department Wide NARCAN**
- **Department Wide Exposure Control Plan**

5 WEST STREET, CROMWELL, CT 06416

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

Police Department News:

Recruit Reinheimer has completed 16 weeks of the police academy and is doing very well.

Our new dispatcher, Joshua Benoit, has been in training for 4 weeks.

The three police recruits have been in the academy for 4 weeks and are doing very well.

Kind words from citizens:

I received a letter from Chief Karen Krasicky, Plymouth Police Department, for the assistance by Officer Visconti. Plymouth Police had an investigation and the arrested person only spoke Polish. Officer Visconti responded to Plymouth to assist them with translating. Chief Krasicky was very thankful for her assistance.

Incident Statistics Report

01/01/2024 00:00 Thru 01/31/2024 23:59

Call Type Description	Total for Period
911 Hang Up Call	13
Administrative Matter	21
Alarm - All types	10
ALARM-FALSE BILLABLE	21
All Other Offenses	12
Animal Complaint	26
Assist Motorist	27
Assist Other Agency	36
CAR WASH	38
Civil Matter	6
Dis Conduct/BOP	1
Domestic Incident	3
DUI	2
Dumping	1
Escort	4
Family Offenses, Nonviolent	1
Fight/Disturbance	2
Fingerprinting	27
Follow Up	4
FV Protocol / P.A.	9
Harrassing Phone Calls	5
Identity Theft	3
Impaired / Intox Person	1
Juvenile Incident	7
Larceny - From Building	3
Larceny - From MV	2
Larceny - MV Parts/Access	3
Larceny -Purse-snatch	4
Larceny -Shoplifting	11
Larceny- Other	1
Large Gathering	1
Medical Emergency	47
MEDICATION DISPOSAL BOX	2
MV Accident	21
MV - Recovered	1
MV Abandoned	2
MV Parking Violation	5
MV Theft	1
MV Violation	72

Incident Statistics Report

01/01/2024 00:00 Thru 01/31/2024 23:59

Call Type Description	Total for Period
MVA NR PRIV PROP	11
Noise Complaint	7
Nursing Home Fax Report	1
Property Check	495
Property Lost/Found	4
Property Seized	1
Record Only Call	8
Road Cond/TCS Out	25
ROBBERY	2
See Complainant	34
Serve Warrant INFO	11
Suspicious Activity	39
TEST CALL	1
Threaten/Harass/Intimidation	4
Town Ordinance	3
Traffic Assignment	20
Trespassing	1
Unfounded Complaint	37
Untimely Death	4
Unwanted Person	1
Well Being Check	24
Total:	1189

Monthly NIBRS Statistics

01/01/2024 00:00 Thru 01/31/2024 23:59

Call Description		Curr Mth	Prev Mth	% Chg	Prev Year	% Chg	Year To Date	Year To Date 2023	% Chg
		01/ 2024	12/ 2023	Mth to Mth	01/2023	Mth to Yr	1/1 - 01/31/2024	1/1 - 01/31/2023	2024 / 2023
100	Kidnap/Abduction	1	0	% +100	0	% +100	1	0	% +100
120	Robbery	2	0	% +200	1	% +100	2	1	% +100
13B	Simple Assault	3	2	% +50	3	% 0	3	3	% 0
13C	Intimidation	4	2	% +100	1	% +300	4	1	% +300
220	Burglary/Breaking and Enter	0	0	% 0	1	% 100	0	1	% -100
23B	Purse-Snatching	1	0	% +100	0	% +100	1	0	% +100
23C	Shoplifting	9	9	% 0	15	% -40	9	15	% -40
23D	Theft From Building	1	3	% -66	2	% -50	1	2	% -50
23F	Theft From Vehicle	3	4	% -25	6	% -50	3	6	% -50
23G	Theft of MV Parts or Access	2	2	% 0	4	% -50	2	4	% -50
23H	All other Larceny	2	2	% 0	3	% -33	2	3	% -33
240	Motor Vehicle Theft	1	6	% -83	2	% -50	1	2	% -50
250	Counterfeiting/Forgery	0	0	% 0	1	% 100	0	1	% -100
26A	False Pretenses/Swindle/Con	0	2	% 50	2	% 50	0	2	% -50
26B	Credit Card/Automatic Telle	0	0	% 0	1	% 100	0	1	% -100
26C	Impersonation	0	1	% 100	0	% 0	0	0	% 0
26E	Wire Fraud	0	1	% 100	0	% 0	0	0	% 0
26F	Identity Theft	2	4	% -50	7	% -71	2	7	% -71
290	Destruction/Damage/Vandalis	3	4	% -25	6	% -50	3	6	% -50
35A	Drug Narcotic Violations	1	1	% 0	1	% 0	1	1	% 0
35B	Drug Equipment Violations	1	1	% 0	1	% 0	1	1	% 0
370	Pornography Obscene Materia	0	1	% 100	0	% 0	0	0	% 0
520	Weapon Law Violations	1	2	% -50	0	% +100	1	0	% +100
64A	Human Trafficking, Commerci	1	0	% +100	0	% +100	1	0	% +100
90C	Disorderly Conduct	4	3	% +33.3	2	% +100	4	2	% +100
90D	Driving under the Influence	2	3	% -33	5	% -60	2	5	% -60
90F	Family Offenses, Nonviolent	1	0	% +100	0	% +100	1	0	% +100
90J	Trespass of Real Property	2	0	% +200	3	% -33	2	3	% -33
90Z	All Other Offenses	13	7	% +85.7	2	% +550	13	2	% +550
Report Totals:		60	60	% 0	69	% -13	60	69	% -13



CROMWELL POLICE DEPARTMENT

Frederick Sifodaskalakis

Chief of Police



TO: Chief Sifodaskalakis

FROM: K-9 Sergeant John Carlson

SUBJECT: Monthly K-9 Activity January 2024

DATE: 02/01/2024

Beginning January 1, 2024 through January 31, 2024 I am reporting the following activities for the K-9 unit:

January 10, 2024 – K9 monthly patrol in-service in Hamden, CT.

January 18, 2024 – K9 assist with demonstration for cub scouts in Glastonbury.

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 January 2024
DATE: January 31, 2024

During the month of January, the Detective Division served one arrest warrant. The warrant was approved by the court after a lengthy investigation conducted by Detective Perricone.

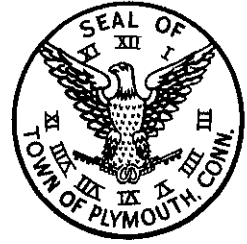
1. In September of 2022 the complainant arrived at police headquarters to report that her elderly mother had her checking account compromised with an unknown person cashing a check(s) worth \$2500.00. The investigation was re-assigned to Detective Perricone, who after an extensive follow up investigation was able to establish a suspect.
 - Detective Perricone was able to secure an arrest warrant for the suspect, Steven Caldwell (dob: 06/20/1991) who was arrested on January 31, 2024 and was charged with two counts of Forgery 2nd 53a-139, and Larceny 2nd 53a-123. Caldwell was released on a \$10,000 bond and is scheduled to appear at Middletown Superior Court GA-09 on February 13, 2024.

Plymouth Police Department

80 MAIN STREET, P.O. BOX 34
TERRYVILLE, CONNECTICUT 06786-0034

TELEPHONE (860) 589-7779

FAX (860) 314-8122



KAREN KRASICKY
CHIEF OF POLICE

December 28, 2023

Chief Frederick Sifodaskalakis
Cromwell Police Department
5 West Street
Cromwell, Connecticut 06416

Dear Chief Sifodaskalakis,

On November 17, 2023, officers of the Plymouth Police Department conducted a motor vehicle stop which resulted in the operator being arrested and charged with DUI. There was a language barrier because the operator was Polish speaking so my officers needed assistance during the arrest process. A Polish speaking officer was located in your department, Officer Sylwia Visconti, and she responded to our request for assistance.

I would like to sincerely thank your department for sending Officer Visconti to assist with this arrest. We really appreciate the help which we desperately needed that day. Officer Visconti was extremely helpful and assisted with the Standard Field Sobriety Tests and the Booking Process. She was very professional, knowledgeable, and courteous and did an excellent job. She is truly a credit to your department and to your community.

I apologize I have not acknowledged Officer Visconti and your department's assistance sooner but I have been very busy. If I or anyone in my department can ever be of assistance to you or anyone in your organization, please do not hesitate to contact the department at 860-589-7779 or me at 860-585-4021. Please stay safe!

Sincerely,


Chief Karen Krasicky



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: February 8, 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 began week of February 5th. Structure should be done before spring.

Budget Development – all Public Works Division budgets have been submitted to Finance. I look forward to sitting with the Town Manager and then the Town Council and Board of Finance soon.

Sewer Department Budget – is complete. It is going to the CWPCA on Monday, February 12th for their consideration.

Staffing – Monday, February 5th was the first day for our new Assistant Mechanic. Also, on Tuesday February 20th, we have a new Administrative Secretary starting in our engineering division.



Cromwell HS

Athletic Complex

80% Construction Document Estimate of Probably Construction Cost

1/12/2024

Item	Description	Notes	Quantity	Unit	Cost	Total
1.01	Erosion & Sediment Control		1	LS	\$25,000.00	\$25,000
1.02	Remove Existing Concrete Pavement		225	SF	\$1.20	\$270
1.03	Remove Existing Asphalt Pavement		17,200	SF	\$1.20	\$20,640
1.04	Pulverise Tennis Court Asphalt and Spread Evenly on Site		24,134	SF	\$0.60	\$14,480
1.05	Remove Existing Parking Light Pole		1	EA	\$2,400.00	\$2,400
1.06	Remove Existing Sports Light Poles		6	EA	\$2,500.00	\$15,000
1.07	Remove Existing Scoreboard		1	EA	\$6,000.00	\$6,000
1.08	Remove Existing Discus and Shotput Pads/Cages		1	LS	\$2,400.00	\$2,400
1.09	Remove Concrete Curb		220	LF	\$2.00	\$440
1.10	Remove Existing Full Depth Track Pavement (12")		1,340	CY	\$36.00	\$48,240
1.11	Remove, Dispose Ex. Infield Sod, Topsoil (6")		1,660	CY	\$24.00	\$39,840
1.12	Earthwork (Cut and Fill)		1,000	CY	\$30.00	\$30,000
1.13	Remove Existing Facility Chain Link Fence		2,300	LF	\$6.00	\$13,800
1.14	Tree Removal (Clear and Grub)		1	LS	\$24,000.00	\$24,000
1.15	Remove Existing Ticket Booth		1	LS	\$6,000.00	\$6,000
1.16	Remove Existing Shed		1	LS	\$12,000.00	\$12,000
1.17	Remove Existing Drainage Pipe		1,500	LS	\$6.00	\$9,000
1.18	Remove Existing Drainage Structures		11	LS	\$1,200.00	\$13,200
2.01	Asphalt Pavement		80,000	SF	\$9.00	\$720,000
2.02	6' High Chain Link Security Fence and Gates		920	LF	\$78.00	\$71,760
2.03	New 15' Wide Entry Gate		9	LS	\$4,200.00	\$37,800
2.04	Track Concrete Bleacher Pads and Connecting Walkway		26,000	SF	\$12.00	\$312,000
2.05	Concrete at Tennis Courts		6,270	SF	\$12.00	\$75,240
2.06	Remaining Site Concrete		3,920	SF	\$12.00	\$47,040
2.07	New Scoreboard		1	LS	\$72,000.00	\$72,000
2.08	Home Bleachers at Track		1	LS	\$200,000.00	\$200,000
2.09	Home Side Pressbox		1	LS	\$75,000.00	\$75,000
2.10	Away Bleachers at Track		1	LS	\$80,000.00	\$80,000
2.10	Storage under Bleachers		1	EA	\$70,000.00	\$70,000
2.11	Portable Bleachers		5	EA	\$12,000.00	\$60,000
2.12	Safety Netting		1	LS	\$48,000.00	\$48,000
2.13	Tennis Pavilion		1	LS	\$25,000.00	\$25,000
2.14	New Flagpole with Uplighting		1	LS	\$17,500.00	\$17,500
2.15	Topsoil and Seed Remaining Disturbed Areas		1	LS	\$20,000.00	\$20,000
2.16	Landscaping		1	LS	\$60,000.00	\$60,000
2.17	New striping on existing sod field		1	LS	\$3,500.00	\$3,500
3.01	Laser Grade Subgrade		89,700	SF	\$0.25	\$22,425
3.02	Geotextile		89,700	SF	\$0.30	\$26,910
3.03	12" Flat Drain Panels		89,700	SF	\$0.20	\$17,940
3.04	10" Perf HDPE Header Pipe		1,865	LF	\$42.00	\$78,330
3.05	Nyloplast Cleanouts		4	EA	\$2,500.00	\$10,000
3.06	Base and Topping stone (8" depth)		2,215	CY	\$54.00	\$119,610
3.07	Turf Field (2 1/4" Dual Fiber and Virgin EPDM Infill)		89,700	SF	\$5.50	\$493,350
3.08	Football Goal Posts		2	EA	\$11,400.00	\$22,800
3.09	Endline Netting		240	LF	\$200.00	\$48,000
4.01	Laser Grade Subgrade		58,220	SF	\$0.25	\$14,555
4.02	Precast Channel Drain/Curb		1,305	LF	\$90.00	\$117,450
4.03	Nailer Curb (d zone area)		430	LF	\$36.00	\$15,480
4.04	Geotextile		6,500	SY	\$1.65	\$10,725
4.05	8" Aggregate Stone Base		1,450	CY	\$54.00	\$78,300
4.06	2.5" Asphalt Binder Course - 19.5 mm		6,500	SY	\$24.00	\$156,000
4.07	1.5" Asphalt Surface Course - 9.5 mm		6,500	SY	\$21.60	\$140,400
4.08	Track Synthetic Surfacing 1/2" on Oval		4,250	SY	\$45.00	\$191,250
4.09	Track Synthetic Surfacing 1/2" in D-Zones		2,250	SY	\$45.00	\$101,250
4.10	Long/Triple Jump Sand Pit		2	EA	\$12,000.00	\$24,000
4.11	Long Jump Take Off Board		4	EA	\$900.00	\$3,600
4.12	Mesh Sand Pit Covers		2	EA	\$840.00	\$1,680
4.13	Pole Vault Box		1	EA	\$1,800.00	\$1,800



Cromwell HS

Athletic Complex

80% Construction Document Estimate of Probably Construction Cost

1/12/2024

Item	Description	Notes	Quantity	Unit	Cost	Total
4.14		Shotput Circle, Pad and Landing Area	1	LS	\$18,000.00	\$18,000
4.15		Discus Circle, Concrete Pad and Cage	1	LS	\$26,400.00	\$26,400
4.16		42" High Chain Link Perimeter Fence	1,260	LF	\$54.00	\$68,040
4.17		Concrete Apron	5,685	SF	\$12.00	\$68,220
5.01		Laser Grade Subgrade	38,100	SF	\$0.25	\$9,525
5.02		Geotextile Separation Fabric	38,100	SF	\$0.30	\$11,430
5.03		Stone Base	1,175	CY	\$54.00	\$63,450
5.04		Post Tensioned Concrete Courts	38,100	SF	\$16.00	\$609,600
5.05		Acrylic Tennis Court Surfacing and Striping	38,100	SF	\$4.80	\$182,880
5.06		10' High Chain Link Fencing	1,100	LF	\$108.00	\$118,800
5.07		8' High x 4' Wide Gates	8	EA	\$1,800.00	\$14,400
5.08		8' High x 16' Wide Gates	2	EA	\$3,300.00	\$6,600
5.09		Windscreens	1,100	LF	\$18.00	\$19,800
5.10		Tennis Nets and Posts	6	EA	\$3,600.00	\$21,600
5.11		Precast Channel Drain/Curb	400	LF	\$90.00	\$36,000
6.01		Power/Comm Boxes at Common Finish Line and Home 50 Yard Line	5	EA	\$1,200.00	\$6,000
6.02		Conduit/Wiring for Comm Boxes	1	LS	\$10,500.00	\$10,500
6.03		New Power Connection	1	LS	\$120,000.00	\$120,000
6.04		Convenience Water (Quick Coupler) to Home 50 Yard Line	1	LS	\$5,500.00	\$5,500
6.05		Potable Water Connection	340	LF	\$65.00	\$22,100
6.06		Storm Area Drains	11	EA	\$2,500.00	\$27,500
6.07		Doghouse Manhole	1	EA	\$3,500.00	\$3,500
6.08		Storm Pipe	2,000	LF	\$50.00	\$100,000
6.09		Infiltration Basins and Soil Filters	1	LS	\$30,000.00	\$30,000
6.10		Sports Lighting	1	LS	\$450,000.00	\$450,000
6.11		Parking Lot Lighting	14	EA	\$7,500.00	\$105,000
6.12		New sound system, Camera and data line at the track	1	LS	\$150,000.00	\$150,000
6.13		Sanitary Pipe	335	LF	\$70.00	\$23,450
6.14		Sanitary Manhole	1	EA	\$5,000.00	\$5,000
7.01		Building with concessions and restroom facilities	1	LS	\$1,200,000.00	\$1,200,000
7.02		Track Storage Shed	1	LS	\$375,000.00	\$375,000
8.01		Construction Subtotal				\$7,881,700
8.02		8% General Conditions				\$630,536
8.03		5% Design Contingency				\$394,085
8.04						
8.05		Total Construction Cost				\$8,906,321
8.06		8% Construction Contingency				\$712,506
8.07		5% Soft Costs				\$445,316
8.08						
8.09		Total BASE BID Project Cost				\$10,064,143
		Say:				\$10,000,000

Assumptions

1. There are no existing utilities under the field that will require relocation.
2. New synthetic turf will be a dual fiber type turf and virgin EPDM rubber infill.
3. Existing subsoils do not require any overexcavation or chemical stabilization.
4. These costs are based on early 2024 conditions and are subject to annual escalation



CROMWELL POLICE DEPARTMENT




Frederick Sifodaskalakis

Chief of Police

MEMO

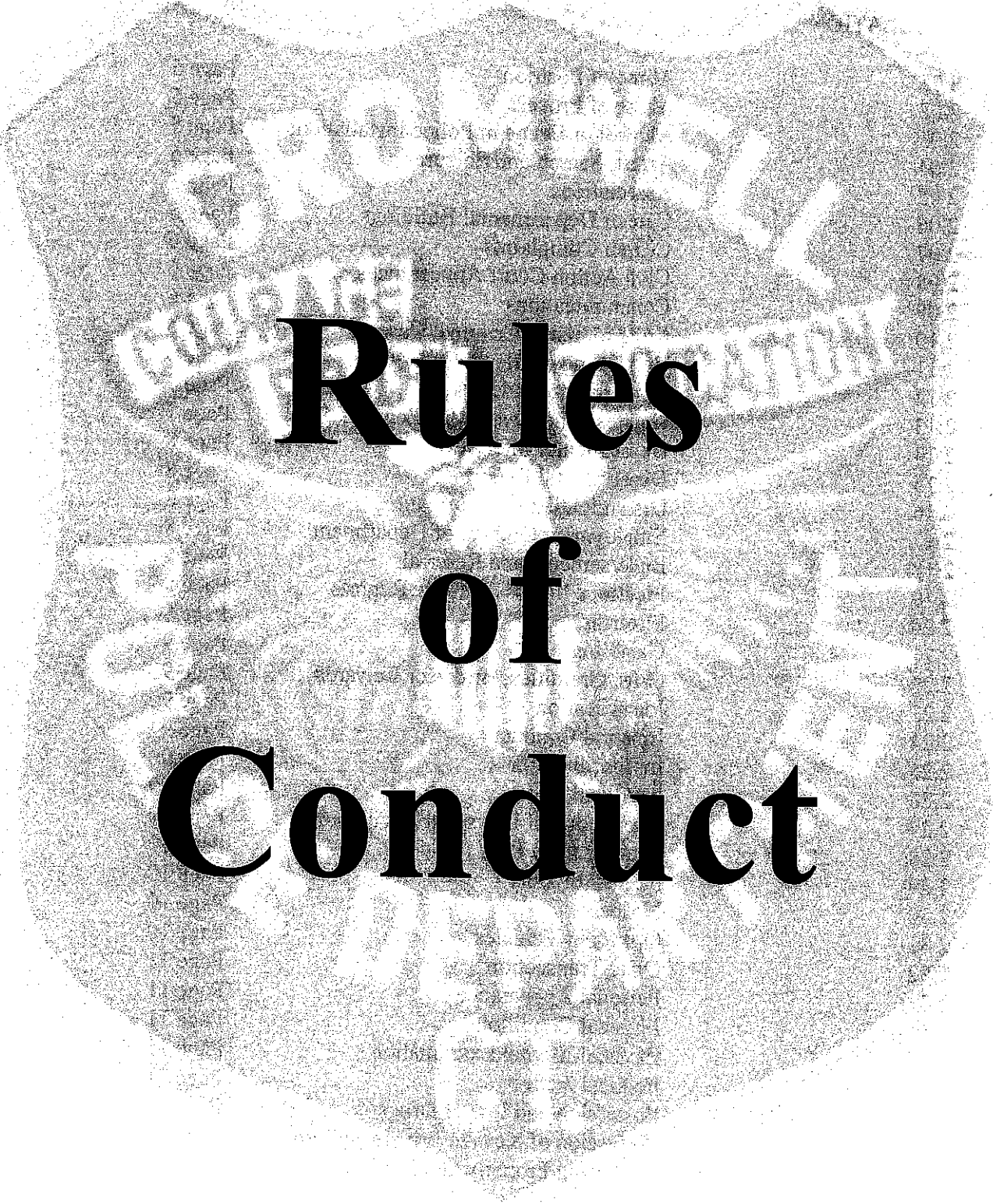
TO: Anthony J. Salvatore
Town Manager

FROM: Chief Fred Sifodaskalakis 

SUBJECT: Rules of Conduct

DATE: February 1, 2024

Please add to the Town Council agenda discussion and action to approve an updated Rules of Conduct for the Cromwell Police Department.



Rules of Conduct

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CHAPTER I

INTRODUCTION

The authority of the Cromwell Police Department derives from the Town of Cromwell Charter. This police authority is largely found in Chapter IX, Department, Offices, and Agencies, from Section 7-194 of the General Statutes of the State of Connecticut, Section 1.03 General Grant of Powers of the Charter and Section 4.15 Chief of Police of the Charter.

The Police Department of the Town of Cromwell is charged with the protection of life, limb and property; the prevention of crime; the preservation of the public peace; the enforcement of all laws and ordinances; the bringing to justice of law violator; and the assembling of competent evidence of the violations alleged.

By virtue of the authority vested in him or her by law, the Chief of Police has adopted the following Rules of Conduct for the government, discipline and supervision of the Police Department, insofar as the affairs of such persons are subject to their lawful authority, reserving the right to alter, amend or revoke any of the said Rules of Conduct or to make additions thereto from time to time, as circumstances or the good of the service may require, subject to the approval of the Cromwell Town Council.

Members of the Police Department should understand that these Rules of Conduct are not intended to cover every situation which may arise in the discharge of their duty. Some matters must necessarily be left to the intelligence and discretion of the individual. Accordingly, members of the department will be expected to use common sense and good judgement in the application of these Rules of Conduct to a particular emergency or situation covered by the Rules of Conduct.

All members are required to become thoroughly familiar with the Rules of Conduct as set forth. Failure to comply with the Rules of Conduct may result in disciplinary action.

The following Rules of Conduct are intended to govern the actions of all member of the Town of Cromwell Police Department. Including dispatching and clerical personnel. They shall supersede any prior Rules of Conduct or regulations.

Should any section or part of any section of these Rules of Conduct be found invalid by a court of competent jurisdiction, such findings shall not affect the remainder of these Rules of Conduct nor the context in which the said section or part thereof so held invalid may appear, except to the extent that an entire section or part of a section may be inseparably connected in meaning and effect with the section or part of the section to which such finding shall directly apply. Should any portions of the Rules of Conduct be found by a court of competent jurisdiction to be in conflict with the provisions of present or future contractual agreements, the provisions of the contractual agreement shall prevail.

CHAPTER II

RULES OF CONDUCT

2.01 Abuse of Position

- a) **Use of Official Position of Identification:** Members shall not use their official position, official identification cards or badges: (1) for personal or financial gain, (2) for obtaining privileges not otherwise available to them except in the performance of duty, or (3) for avoiding consequences of illegal acts. Members shall not lend to another person their identification cards or badges or permit them to be photographed or reproduced without the approval of the Chief.
- b) **Use of Name, Photograph or Title:** Members shall not authorize the use of their names, photographs or official titles which identify them as Members in connection with testimonials or advertisements of any commodity or commercial enterprise, without the approval of the Chief.

2.02 Abuse of Process

Members shall not make false accusations of a criminal or traffic charge.

2.03 Alcohol or Drugs in Police Installations

Members shall not store or bring into any police facility or vehicle alcoholic beverages, controlled substances, narcotics or hallucinogens except those which are held as evidence or for other official purposes.

2.04 Arrest, Search and Seizure

Members shall not make any arrest, search or seizure which they know is not in accordance with law and departmental procedures.

2.05 Associations

Members shall avoid regular or continuous association with those individuals who engage in criminal behavior, except as necessary to the performance of official duties, or where unavoidable because of other personal relationships of the Members.

2.06 Care of Departmental Buildings

Members shall not mar, mark, or deface any surface in any department building. Any materials to be affixed in any way to any wall in any department building shall need specific authorizations from a superior officer.

2.07 Citizen Complaints

Members shall courteously and promptly record in writing any complaint made by a citizen against any officer of the department. Members may attempt to resolve the complaint, but shall never attempt to dissuade any citizen from lodging a complaint against any officer or the department. Members shall follow established departmental procedures for processing complaints.

2.08 Civil Action Court Appearances and Interviews

Members when subpoenaed to testify in a civil case and when such testimony is a result of their association with the Department will contact the Chief of Police through the chain of command and make them aware of the situation.

Interviews involving members who arise out of departmental employment shall be arranged through the office of the Chief of Police.

Members subpoenaed to testify for the defense in any trial or hearing, or against the Town or Department in any hearing or trial, shall notify their superior officer upon receipt of the subpoena. Notification shall be made to the Chief of Police through the chain of command.

2.09 Communications

All official communications to the Chief of Police shall be forwarded through his or her office. Department letterhead shall not be used for private correspondence, nor shall correspondence be sent out over their signatures without permission of the Chief of Police. Members shall not use the department address for private purposes. All members shall strictly observe all regulations pertaining to the use of the police radio.

2.10 Compromising Criminal Cases

Members shall not interfere with the proper administration of criminal justice. Members shall not attempt to interrupt the legal process except when a manifest injustice might otherwise occur. Except in the interest of justice, members shall not attempt to have any traffic summons or parking ticket voided, reduced, or dismissed. Members shall not fabricate, withhold or destroy evidence of any kind. Members shall not communicate in any manner either directly or indirectly, any information which might assist persons suspected of criminal acts to escape the process of law. Members having knowledge of such actions and failing to inform a superior officer thereof, shall face disciplinary actions.

2.11 Conflicting or Illegal Orders

Orders from a superior to a subordinate shall be clear, in understandable language, civil in tone, and issued in pursuit of departmental business.

Members, who are given an otherwise proper order which is in conflict with a previous order, rule regulation or directive shall respectfully inform the superior officer issuing the order of the conflict. If the superior officer issuing the order does not alter or retract the conflicting order, the order shall stand. Under these circumstances, the responsibility for the conflict shall be upon the superior officer. Members shall obey the conflicting order and shall not be held responsible for disobedience of the order, rule, regulation or directive previously issued.

Members shall not obey an order which they know or should know would require them to commit any illegal act. If in doubt as to the legality of an order, the member shall request the issuing officer to clarify the order or to confer with higher authority. Lawful orders which appear to be unjust or improper shall be carried out. After carrying out the order, the member to whom the order was given may file a written report to the Chief of Police via the chain of command indicating the facts of the case, the action taken, and the clarifications of department policy with regard to the order. If the member believed the information is of such gravity that it must be brought to the immediate personal attention of the Chief of Police, the chain of command may be bypassed.

2.12 Conformance to Laws

Members shall obey all laws of the United States and of any State and Local jurisdiction in which the Members are present.

A conviction or a finding of guilty of any offense, infraction or violation of any law or a violation of any State, Federal or Municipal Regulations shall be prima facie evidence of a violation of this section. Any action taken under this section shall be subject to normal appeal procedures as per the current contracts.

2.13 Courtesy and Respectful Conduct

Members shall be courteous to the public. Members shall be tactful in the performance of their duties, shall control their tempers, and exercise the utmost patience and discretion, and shall not engage in argumentative discussions even in the face of extreme provocation. In the performance of their duties, Members shall not use coarse, violent, profane or insolent language or gestures, and shall not express any prejudice concerning race, religion, politics, national origin, lifestyle or similar personal characteristics.

Members shall also treat superior officers, subordinates and peers with respect. When in public and on duty, officers shall be referred to by rank. All members shall be courteous and civil at all times in their relationships with one another and the public they serve.

2.14 Departmental Interviews

Members are required to answer questions by or render material and relevant statements to an appropriate authority in a departmental interview when so directed.

2.15 Departmental Reports

Members shall submit all necessary reports on time and in accordance with established departmental procedures. Reports submitted by Members shall be truthful and complete, and no officer shall knowingly enter or cause to be entered any inaccurate, false, or improper information.

2.16 Dissemination of Information

Members shall treat the official business, knowledge, records and information of the department as confidential. Information regarding such business, knowledge, records and information shall be disseminated only to those for whom it is intended, in accordance with established departmental procedures. Members may not without the authorization of a superior officer of the rank of Sgt. or higher, remove or copy official records or reports from a police installation. Members shall not divulge the identity of persons giving confidential information except as authorized by proper authority.

2.17 Employment Outside of Department

Members may engage in off duty employment by complying with Section 4-5, Outside Employment, as contained in the Town of Cromwell Employee Handbook, Town of Cromwell Outside Employment Policy as well as the collective bargaining agreements.

2.18 Endorsements and Referrals

Members shall not recommend or suggest in any manner except in the transaction of personal business, the employment or procurement of a particular product, professional service, or commercial service.

2.19 Fictitious Illness or Injury Reports

Members shall not feign illness or injury, falsely report themselves ill or injured, or otherwise deceive or attempt to deceive any official of the department as to the condition of their health.

2.20 Firearms

Members shall carry firearms on duty in accordance with law and established departmental procedures. Off duty Members who carry a concealable firearm shall do so in accordance with departmental procedures.

Members shall be responsible for the safeguarding and security of their firearm at all times. A member shall not leave his firearm unattended in a motor vehicle. When a firearm is left in a police locker, the member will insure that the firearm is locked and properly secured.

2.21 Gambling

Members shall not engage or participate in any form of illegal gambling at any time, except in the performance of duty and while acting under proper and specific orders from a superior officer.

2.22 Gifts, Gratuities, Bribes or Rewards

Members shall not solicit or accept from any person, business, or organization any gift (including money, tangible or intangible personal property, food, beverage, loan, promise, service, or entertainment) for their own benefit or for the benefit of the Members or the department; except with the authorization of the Chief of Police.

2.23 Identification

Uniformed Members shall affix their badges and name plate prominently to the outermost garment of their uniform. Members shall also carry photo identification cards on their persons at all times, except when impractical or dangerous to their safety, or to an investigation.

Members shall furnish their name and badge number to any person requesting that information, in person or verbally over the phone, when they are on duty or while holding themselves out as having an official capacity, except when the withholding of such information is necessary for the performance of police duties or is authorized by proper authority.

2.24 Immoral Conduct

Members shall maintain a level of moral conduct in their personal and business affairs which is in keeping with the highest standards of the law enforcement profession.

Members shall not participate in any incident involving moral turpitude which impairs their ability to perform as law enforcement Members or causes the Department to be brought into disrepute.

2.25 Insubordination

Members shall promptly obey any lawful orders of a superior officer. This will include orders relayed from a superior officer by an officer of the same or lesser rank. Deliberate refusal of any member to obey a lawful order given by a superior officer shall be insubordination.

2.26 Intervention

Members shall not interfere with cases being handled by other members of the Department or by any other governmental agency, unless ordered to intervene by a superior officer, or the intervening member believes beyond a reasonable doubt that manifest injustice would result from failure to take immediate action. Members shall not undertake any investigation or other official action not part of their regular duties without obtaining permission from their superior officer, unless the exigencies of the situation require immediate police action.

2.27 Knowledge of Laws and Regulation

Every member is required to establish and maintain a working knowledge of all laws and ordinances in force in the Town of Cromwell, the rules and policies of the Department and the orders of the Department. In the event of improper action or breach of discipline, it will be presumed that the member was familiar with the law, rule, regulation or policy in question.

2.28 Leaving Duty Post

Members shall not leave their assigned duty posts during a tour of duty except when authorized by proper authority and/or properly relieved.

2.29 Neglect of Duty

Members shall not engage in any activities or personal business which would cause them to neglect or be inattentive to duty. Members while on duty shall not conceal themselves except for a valid police purpose. Members shall not conduct personal business on duty, except with the permission of a superior officer.

2.30 Notices

Members shall not alter, deface or remove any notice of the Department. No notice can be posted without permission from the Chief of Police or his designee.

2.31 Operating Vehicles

Members shall operate official vehicles in a careful and prudent manner, and shall obey all laws and all departmental orders pertaining to such operation. A valid Connecticut operator's license shall be required of all members. Under normal circumstances, members may not operate department vehicles without the consent of a superior officer. Loss or suspension of any driving license shall be reported to the vehicles only when necessary to accomplish a police purpose. Such transportation shall be done in conformance with departmental policy or at the direction of a superior officer.

2.32 Other transactions

Members are prohibited from buying or selling or trading anything of value from or to any complainant, suspect, witness, defendant, prisoner or other person actively involved in any case which has come to their attention or which arose out of their departmental employment, except as may be specifically authorized by the Chief of Police.

2.33 Personal Appearance

Members on duty shall wear uniforms or other clothing in accordance with established departmental procedures. Except when acting under proper and specific orders from a superior officer, members on duty shall maintain a neat well-groomed appearance and shall style their hair according to the departmental policies and procedures, and provisions as contained in collective bargaining agreements.

2.34 Physical Condition

The Chief of Police shall keep informed and have due consideration for the health of their subordinates. The Chief of Police shall inform the Town Manager of any member of his/her command who has become physical or mentally incapable of performing his or her required duties.

2.35 Physical-Mental Examination

Each member of the Department shall be required to submit to a physical or mental examination when ordered by the Chief of Police to do so. Whenever the examining physician shall be of the opinion that a member's substandard physical or mental condition may be corrected by a prescribed course of action, that member will be notified in writing, by the Chief of Police and shall take steps to correct the physical or mental condition in accordance with the recommendation of the physician. Failure to comply with the recommendations within a reasonable length of time shall result in disciplinary action.

2.36 Political Activity

Members may not engage in activities related to campaigns for political office while on duty. Members are permitted to engage in political activities as provided in State and Federal Law while off duty. Members are prohibited from using their official capacity to influence, interfere with or affect the results of an election.

2.37 Possession and Use of Drugs

Members shall not possess or use any controlled substances, narcotics, or hallucinogens except when prescribed in the treatment of a member by a physician or dentist. When controlled substances, narcotics or hallucinogens are prescribed, members shall notify their superior officer.

2.38 Possession of Keys to Private Buildings

Members shall not have keys to private buildings without permission of the Chief of Police.

2.39 Processing Property and Evidence

Property or evidence which has been discovered, gathered or received in connection with departmental responsibilities will be processed in accordance with established departmental procedures. Members shall not convert to their own use, manufacture, conceal, falsify, destroy, remove, tamper with or withhold any property or evidence in connection with an investigation or other police action, except in accordance with established departmental procedures.

2.40 Public Statements and Appearances

- a) Members shall not publicly criticize or ridicule the department, its policies, or other Members by speech, writing, or other expression, where such speech, writing, or other expression is defamatory, obscene, unlawful, undermines the effectiveness of the department, interferes with the maintenance of discipline, or is made with reckless disregard for truth or falsity.
- b) Members shall not address public gatherings, appear on radio or television, prepare any articles for publication, act as correspondents to a newspaper or a periodical, release or divulge investigative information or any other matters of the department while holding themselves out as representing the department in such matters without proper authority. Members may lecture on "police" or other related subjects only with the prior approval of the Chief.

2.41 Reporting of Violations

Any member with knowledge of another member violating laws, ordinances, or rules of the department, or disobeying orders, shall report the same in writing to the Chief of Police through the chain of command. If a member believes the information is of such gravity that it must be brought to the immediate attention of the Chief of Police, the chain of command may be bypassed.

2.42 Reporting for Duty

Members shall report for duty at the times and place required by assignment or orders and shall be physically and mentally fit to perform their duties. They shall be properly equipped and cognizant of information required for the proper performance of duty so that they may immediately assume their duties. Every member shall familiarize himself or herself with all laws, statutes, ordinances and regulations necessary for the proficient

execution of their duties. Judicial subpoenas shall constitute an order to report for duty under this section.

2.43 Requests for Assistance

When any person applies for assistance or advice, or makes complaints or reports, either by telephone or in person, all pertinent information will be obtained in an official and courteous manner and will be properly and judiciously acted upon consistent with established departmental procedures. All members are required to take appropriate police action towards aiding a fellow member exposed to danger or in a situation where danger might be impending.

2.44 Responding to Calls

Every member shall respond without delay to all calls for police assistance from citizens or other members. Emergency calls take precedence; however, all calls shall be answered as soon as possible, consistent with department policy, normal safety precautions, and motor vehicle laws.

Members of the Department shall act instantly to protect life, liberty and property, to enforce all laws, to detect the commission of crimes and to apprehend law violators.

2.45 Sick Leave

A member who finds it necessary to be absent on sick leave shall request such absence no later than one hour before the scheduled time of the beginning of his or her tour of duty. Sick leave shall not be granted unless such request has been made, except in cases of an emergency nature.

2.46 Sleeping on Duty

Members shall remain awake while on duty. If unable to do so, they shall so report to their superior officer, who shall determine the proper course of action.

2.47 Telephone

Members shall furnish a telephone number where contact may be made by the department and shall immediately report any changes of telephone numbers or addresses to their superior Members and to such other persons as may be appropriate.

2.48 Treatment of Persons in Custody

Members shall not mistreat persons who are in custody. Members shall handle such persons in accordance with the law and departmental procedures.

2.49 Truthfulness

All members shall truthfully state the facts in all reports as well as when they appear before any judicial departmental, other official investigation, hearing, trial or proceeding, under oath or not.

2.50 Unbecoming Conduct

Members shall conduct themselves at all times, both on and off duty, in such a manner as to reflect most favorably on the Department. Conduct unbecoming of an officer shall include that which brings the Department into disrepute or reflects discredit upon the officer as a member of the Department, or that which impairs the operation or efficiency of the Department or officer.

2.51 Unsatisfactory Performance

Members shall maintain sufficient competency to properly perform their duties in a manner which will maintain the highest standards of efficiency in carrying out their functions and objectives of the department. Unsatisfactory performance may be demonstrated by a lack of knowledge of the application of laws required to be enforced; an unwillingness or inability to perform assigned tasks; the failure to conform to work standards established for the Members rank; grade or position; the failure to take appropriate action on the occasion of a crime, disorder, or other condition deserving police attention; or absence without leave. In addition to other indicia of unsatisfactory performance, the following will be considered prima facie evidence of unsatisfactory performance, repeated poor evaluations or a written record of repeated infractions of rules, regulations, directives or orders of the department.

2.52 Upkeep of Department Manuals

All members who are issued manuals shall be responsible for their maintenance and shall make appropriate changes or inserts as directed. Manuals shall be subject to periodic inspection.

2.53 Use of Alcohol Off Duty

Members, while off duty, shall refrain from consuming intoxicating beverages to the extent that it results in or renders the officer unfit to report for their next regular tour of duty.

2.54 Use of Alcohol on Duty or in Uniform

- a) Members shall not consume intoxicating beverages while in uniform or on duty.
- b) Members shall not appear for duty, or be on duty, while under the influence of intoxicants to any degree whatsoever, or with an odor of intoxicants on their breath.

2.55 Use of Department Equipment

Members shall utilize department equipment only for its intended purpose, in accordance with established departmental procedures, and shall not abuse, damage or lose department equipment. All department equipment issued to Members shall be maintained in proper order.

In the event that Departmental property is found bearing evidence of damage which has not been reported, it shall be prima facie evidence that the last member using the property or vehicle was responsible. Members shall be required to surrender all Departmental property in their possession upon separation from service or when otherwise ordered to do so. Failure to return non-expendable items may cause a member to reimburse the Department for the replacement value of the article.

2.56 Use of Medical Examinations, Photographs and Lineups

Upon the order of the Chief or the Chief's designee, the members shall submit to any medical, ballistics, chemical or other tests, photographs, or lineups. All procedures carried out under this subsection shall be specifically directed and narrowly related to a particular internal investigation being conducted by the department.

2.57 Use of Force

Members shall not use more force in any situation than is reasonably necessary under the circumstances. Members shall use force in accordance with law and departmental procedures.

2.58 Use of Tobacco

To maintain a healthy work environment and in accordance with Connecticut State Law and Town Policy, smoking is not permitted on any Town property.

2.59 Use of Weapons

Members shall not use or handle weapons in a careless or imprudent manner. Members shall use weapons in accordance with the law and departmental procedures.

2.60 Violation of Rules

Members shall not commit any acts or omit any acts which constitutes a violation of any of the rules, regulations, directives or orders of the Department, whether stated in these Rules of Conduct or elsewhere. In the event of an improper action or breach of discipline, it will be presumed that the member was familiar with the law, rule, regulation or policy in question.

2.61 Visiting Prohibited Establishments

Members shall not knowingly visit, enter or frequent a house of prostitution, gambling house, or establishment wherein the laws of the United States, the State, or the local jurisdiction are regularly violated except in the performance of duty or while acting under proper and specific orders from a superior officer.

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

Wednesday, January 10, 2024 - 7:00 p.m.

Present: Mayor James Demetriades, Julia Aurigemma, Brian Bonneau, Stacy Dabrowski, Jack Henahan, 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.

RECEIVED FOR RECORD
Jan 18, 2024 03:41P

B. PLEDGE OF ALLEGIANCE

The Council stood to recite the Pledge of Allegiance.

JoAnn Doyle
TOWN CLERK
CROMWELL, CT

C. APPROVAL OF AGENDA

MOTION made by A. Waters and **SECONDED** by P. Luna to approve the agenda. All in favor.

D. COMMISSION CHAIRMAN REPORTS/LIAISON REPORT/STAFF REPORTS
1. CMS Building Committee

Rosanna Glynn was in attendance to give a presentation on the Cromwell Middle School. See Attachment A.

2. Athletic Field Committee

Jason LeBlanc of the Athletic Field Committee was in attendance to update the Town Council on their progress. He informed the Council that they had a meeting tonight and have created three subcommittees: Communications Committee, Technical Specification Committee, and a Grant/Fundraising Committee. He said all meetings are open to the public. The Town Manager informed the Council that he and Town Engineer Harriman met with the Jason LeBlanc and Rino Ferrarese of the Athletic Field Committee on Tuesday night. He just received a copy of the draft of their charge this evening. Town Manager Salvatore said that we will bring this to the Council for approval once we have an idea of the cost.

Mayor Demetriades recommended that we explore doing this project in phases if possible and asked that we seek out grant opportunities.

E. PRESENTATION OF PROCLAMATION

MOTION made by A. Waters and **SECONDED** by J. Henahan to table this to the next meeting. All in favor.

F. MAYOR'S COMMENTS

The Mayor provided the Council with copies of his report and read it into the record. See Attachment B. When he met with EDC Chairman, they discussed brainstorming business advertising and recognizing local businesses by having a "Restaurant of the Week" or a "Business of the Month". There was also discussion about his request to the Fire District to waive the water fee for the Little League. It was suggested that a contract or lease be drafted between the Town of Cromwell and the Little League. The Town Manager said that is a great idea and agreed to look into it.

G. TOWN MANAGER'S COMMENTS

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

- The Highway Crew did a great job with the storm over the weekend.
- There will be oral arguments in New York City on February 13th, he will provide a time once he has it.

Mayor Demetriades asked the Town Manager if the Tax Department financial situation was still being worked out. Town Manager Salvatore informed the Council that all tax money is accounted for and there was an issue with QDS not balancing with the bank. He explained situations where illegible or unsigned checks were collected by the Tax Office and then submitted to the bank. The bank would then either return the check or deposit it for an incorrect amount which caused the issues with balancing. As a result of these situations, Tax Collector Stermer made improvements to processes in the Tax Office to prevent this from happening in the future.

The Town Manager was asked if there were any updates on the food bank situation. He informed the Council that that Human Services Director Amy Saada included an update in her report stating that a food pantry was now located at Cromwell High School. Additionally, he explained that this was rectified in a week or two just by dispersing the food. This happens every year because there are several food drives going on at once. He shared with the Council, that the Senior Center is looking into a grant to add storage closets in the hallway for a place to store the food so that it is not visible and taking up space in the hallway. A brief discussion was held about future renovations at the Senior Center.

H. TOWN COUNCIL LIAISON REPORTS

Councilman Waters reported that he attended the Senior Services Commission on Monday. They discussed food storage and getting volunteers to deliver food to people that are unable or not comfortable leaving their houses.

Councilman Henahan reported that he attended the Recreation Commission and they extended an invitation to him and to the Council to do a walkthrough of all the athletic fields to view drainage concerns, etc. With the flooding and rain, they are hoping to establish a field maintenance strategy that will continue throughout the year.

Councilwoman Luna reported that that she attended the Library Commission meeting and everything that was discussed, is included in the Library Director's report that was provided to the Council.

Councilman Bonneau reported that he attended the Fire Commission Meeting. They are funding a new ambulance; the one they currently have is in dire shape. They need another one as a result of increasing infrastructure and population. They are looking to stagger a second one after the new one comes in.

Councilwoman Dabrowski attended the CMS Building Committee meeting and the Board of Education. She said the CMS Building Committee sells themselves short. They have worked so hard, they have to make so many decisions that people would never think go into building a school. They do all of this on top of their day jobs and parenting. She has learned so much and attending these meetings has been very insightful.

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. Tax Refunds

MOTION made by A. Waters and **SECONDED** by J. Henahan to approve Tax Refunds #1-8.

All in favor.

3. Set date and times for 2024-2025 budget workshops (March)

MOTION made by A. Waters and **SECONDED** by J. Henahan to set the Budget Workshops for March 4th at 4:30 p.m., March 6th at 4:30 p.m., and March 11th at 4:30 p.m.

All in favor.

4. Authorize Mayor to set date and time for public hearing on the Capital Improvement Program (March)

MOTION made by A. Waters and **SECONDED** by J. Henahan to allow the Mayor to set the date and time of the Public Hearing for the Capital Improvement Program.

All in favor.

5. Authorize Mayor to set date and time for Special Town Meeting to approve Sewer Usage Budget and Sewer Assessment Budget

MOTION made by A. Waters and **SECONDED** by J. Henahan to allow the Mayor to set the time of the Special Town Meeting to approve Sewer Usage Budget and Sewer Assessment Budget.

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:

- He commended Officer Jonathon O for helping a resident shovel snow. The Police Department received a complaint of snow in the road in front of a residence. When Officer O went to the residence to address the complaint, an elderly gentleman opened the door and informed him that he was sick and just could not remove the snow. Officer O then shoveled the resident's driveway. This act of kindness received a significant amount of attention of Facebook and he wanted the Council to know about it.
- He informed the Council that he was looking to remove their EMR status. He said many police departments no longer hold this status as the test for this is extremely difficult and it takes many officers several tries to pass it. He assured the Council that they will still continue to provide the same medical services as they do currently with the EMR status, the only difference is that they will not be able to administer oxygen.

K. PUBLIC WORKS DIRECTOR'S UPDATE

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

- He commended his staff on a great job over the weekend during the snow storm. He informed the Council that there are three new drivers in the Highway Division. They all did a great job.
- The Assistant Mechanic was promoted to Vehicle Maintenance Supervisor, and we hired someone for the Assistant Mechanic position, they start on February 1st.

There was a brief discussion about liquid brine and the green lights on the plow trucks.

L. CITIZEN COMMENTS

Tony Varricchio, 6 Kowal Drive expressed that he does not understand the Multi-Purpose Field project and why we are doing it. We had to make a special application when the lights went in at the Soccer Field. We have a great field at Community Field. He feels as though this will inconvenience all the people on his street. He hopes the Town does not approve it. He added that he wants every kid to get the best education they can. However, this is not good for the town as we all will have to pay for it.

Diane Uccello, 21 Reiman Drive said she will be attending the meetings for Athletic Field Committee as she has two major concerns. The first concern is water; in the 31 years she has lived here, more and more water has been added to the pond there is run off from Main Street as well and there is no more wildlife. If this project is approved, all the water from this project will also go into the pond. She explained that she spent hours vacuuming water from her basement. She informed the Council that this issue was addressed years ago and now we will be right back to where we

started. She feels that approving this would be irresponsible. Her second concern is traffic. To add 100 parking spaces is concerning because they all will have only one exit. She said the traffic in that area is bad enough as it is without these parking spaces. She stated that this will have ramifications for all neighborhoods in the area.

Ann Grasso, 70 Strand Circle passed out the attached handouts from Cromwell Creative District. They are having their Coffeehouse on February 24th in the Belden Room. See Attachment C.

Helen Sullivan, 6 Rosewood Lane attended the June meeting and spoke to the architect. They were told they were bringing the number of parking spots down from 150 to 100. If this is approved, she asked if there could be conditions for the field not to be rented out or used 24 hours a day, 7 days a week. She also asked if the Town researched ramifications of the state and federal funding. She expressed the same concerns raised by Ms. Uccello regarding traffic. She questioned why abutters were not notified. She gave examples of the way things used to be done in Cromwell and why they are no longer handled the way they used to be.

James Rude, 25 High Ridge Road expressed concern that we will have the same problem next year with the food pantry. He also said he was disheartened to learn that the tax issue was not yet resolved.

The Town Council recessed at 8:50 p.m.
The meeting was called back to order at 9:01 p.m.

M. NEW BUSINESS

1. Discussion and possible approval of (pilot) Curbside Collection Program administered by Solid Waste Division

Public Works Director Lou Spina and Transfer Station Supervisor Tony Salvatore, Jr. were in attendance to present this program to the Town Council and answer questions. Director Spina commended Tony Jr. on all the legwork he did. Director Spina explained that this program is to increase service to residents. He added that pre-payment is required for each item before the pick-up is scheduled. The Council felt overall that this is a great program. There were concerns about residents leaving their bulky items at the curb too far in advance of the pick-up time causing an eyesore. Director Spina explained that all residents will be advised of the timing of when to put their items out (it will be the day before). Director Spina agreed to give the Council a report on the status of the program and how it is going.

There was a question about whether or not condominiums would be allowed to participate in this program. The Town Manager said he would check with legal and get back to the Council regarding this.

MOTION made by J. Aurigemma and **SECONDED** by J. Henahan to accept the Pilot Curbside Collection Program Proposal.

All in favor.

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

The Town Manager stated that he just received the draft charge via email this evening, therefore, he informed the Council that he will review it and bring it back to the Council for review and approval at the next regular meeting. Town Engineer Harriman was present to give the Council a brief overview of the status of the project. He said that at the Planning and Zoning Commission meeting there were additional comments from the public. He explained that there are always opposition when we do projects. He assured the Council that the project meets the zoning regulations for lighting, traffic, and drainage. He heard that there was discussion between a Council member and resident about berms, he clarified that there is no plan to add a berm, we are using the plans that the Council approved back in May and July. He also informed the Council that the number of parking spaces was not changed.

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

There was discussion on the following recommendations:

- Fiscal Transparency and the Budget. It was suggested that residents receive email alerts. The Town Manager informed the Council that his office would check on the e-alerts on the Town's website and encourage residents to sign up to receive them. It was also suggested that the budget questions include additional questions regarding the reason for the voter's decision (budget too high, too low). The Town of Berlin's questions were referenced as an example.
- HR Recommendation that employees should create their own job descriptions. It was stated that employees should not create their own job descriptions, but rather creating job descriptions should start with the employee's supervisors.
- HR Recommendation that there should be an ombudsman for employees to meet with if they do not feel comfortable going to Human Resources.
- Succession Planning. It was recommended that a policy should be implemented where standard procedures are in place. The Town Manager explained that we already do this. For example, the Police Chief has a second in command, the Public Works Director has a second in command, the Finance Director has a second in command, The Town Manager's plan is designated by the Charter. He also explained his Senior Executive Assistant can assist as she is included in all Town matters.
- Live Feed Accessible to the Public on the Town Website. There was disagreement on this subject, this could open a potential risk for predators, how would it affect the work environment? It would also affect privacy for our citizens.

It was explained that this was brought up from Town employees who had concerns with surveillance screens being located in the Town Manager's Office. They felt that their privacy was being violated, that they were being watched and that there was no trust. Some Council members felt that the Town Manager's Office is not an appropriate location for the monitors. There were suggestions about locating the live feed surveillance at the Police Department. Discussion continued about where the monitors could be located.

The Town Manager explained that the purpose of the cameras are for safety and security. He stated there are no cameras in any offices, only in public spaces. The cameras are located only in hallways, parking lots, parks, etc. He informed the Council that the Police Department already has access to the live feed and some Public Works employees have the live feed on their phones.

Mayor Demetriades explained that he believes that the Town Council can choose to remove these monitors from the Town Manager's Office with a motion. The Mayor said that he would check with legal on this. There was discussion about how the Council would like to proceed with the location of the cameras.

Mayor Demetriades addressed the Town Manager and said that this is not personal, it is to improve the numbers in the report and to improve the climate in Town Hall.

MOTION made by A. Waters and **SECONDED** by B. Bonneau that the screens be taken and removed from the Town Manager's Office.

In favor: J. Demetriades, B. Bonneau, S. Dabrowski, A. Waters

Opposed: J. Aurigemma, J. Henehan

Abstained: P. Luna

Motion carried.

MOTION made by S. Dabrowski and **SECONDED** by B. Bonneau to remove the recommendation to make the security camera live feed accessible to the public by putting the link on the Town website.

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

Opposed: J. Aurigemma

Motion carried.

4. Town Manager's Goals and Objectives for 2024

MOTION made by J. Aurigemma and **SECONDED** by A. Waters to table this item to the Regular Town Council Meeting in February.

All in favor.

N. APPROVAL OF MINUTES

1. October 11, 2023 Regular Meeting Minutes

2. October 17, 2023 Special Meeting Minutes

3. October 25, 2023 Special Meeting Minutes

4. October 25, 2023 Public Hearing Minutes

MOTION made by J. Henehan and **SECONDED** by P. Luna to approve the October 11, 2023 Regular Meeting Minutes, October 17, 2023 Special Meeting Minutes, October 25, 2023 Special Meeting Minutes, October 25, 2023 Public Hearing Minutes

In favor: J. Demetriades, J. Henehan, P. Luna, A. Waters,

Abstained: J. Aurigemma, B. Bonneau, S. Dabrowski

Motion carried.

5. November 13, 2023 Regular Organizational Meeting Minutes

6. December 13, 2023 Special Meeting Minutes

7. December 13, 2023 Regular Meeting Minutes

MOTION made by A. Waters and **SECONDED** by J. Henehan to approve the November 13, 2023 Regular Organizational Meeting Minutes, December 13, 2023 Special Meeting Minutes, and December 13, 2023 Regular Meeting Minutes

All in favor.

O. APPOINTMENTS/REAPPOINTMENTS/RESIGNATIONS

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

MOTION made by A. Waters and **SECONDED** by J. Aurigemma to appoint Katie Daigle (D), Ann Grasso (D), Rosemary Matus (R), Paige Nardiello (R), Anthony Palmieri (D), Kelly Ann Salemi (D), and Danielle Tencza (D) to the Cultural District Commission as regular members for terms expiring 1/10/2026 and to appoint Diane

Wiegert (D) to the Economic Development Commission as an Alternate Member for a term expiring 1/20/2028.

All in favor.

Reappointments:

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

MOTION made by A. Waters and **SECONDED** by B. Bonneau to reappoint Robert Donohue (R) to CWPCA as a regular member for a term expiring 1/1/2028.

All in favor.

P. INFORMATIONAL ITEMS

None.

Q. ADJOURN

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

All in favor.

The meeting adjourned at 10:43 p.m.

Respectfully submitted,

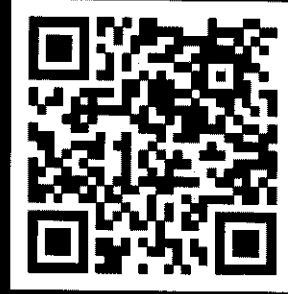


Amanda M. Calve
Secretary

Building Committee

CROMWELL MIDDLE SCHOOL

Town Co
Janu



Subscribe for Updates



Town of Cromwell Office of the Mayor

MAYOR'S REPORT

Date: January 10, 2024
To: Members of the Town Council
From: James Demetriades, Mayor
Subject: Mayor's Report for 1/10/2024 Town Council Meeting

12.14.23: Attended Chamber of Commerce Meeting

12.15.23: Held with the Town Manager, a forum with Cromwell Senior Center; about 50 senior residents were in attendance.

12.19.23: Attended with Councilman Brian Bonneau a Fire Commissioner Meeting where I requested a waiver of the Little League Concession Stand Water Fee. This issue was tabled until the next meeting.

12.21.23: Held a meeting with Deputy Mayor Al Waters and Richard Nobile, Chair of the Economic Development Commission. Discussed bringing back business of the month and other ideas for economic development.

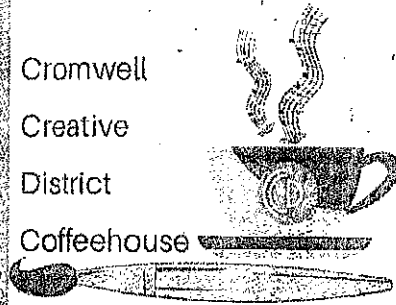
1.2.23: Attended a virtual forum via Zoom with members of the public. Issues including a community pool and improving methods of communication were discussed.

1.2.24: Submitted monthly newsletter to the Cromwell Chronicle and Rare Reminder

1.5.24: Was invited to attend the monthly meeting of the Covenant Living Resident Council and gave a brief introduction.

**CROMWELL CREATIVE
DISTRICT PRESENTS
OUR ANNUAL**

Cromwell
Creative
District
Coffeehouse



COFFEEHOUSE

**\$10 IN ADVANCE
\$15 AT THE DOOR
KIDS 16 AND UNDER
FREE!**

**Performances by
local talent!
Refreshments!
Raffle prizes!**

SAT FEBRUARY 24

**BELDEN ROOM,
CROMWELL LIBRARY**

2:00PM



4:00PM

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

Thursday, January 11, 2024 - 4:30 p.m.

Present: Mayor James Demetriades, Stacy Dabrowski, Jack Henehan, Paula Luna, Al Waters

Absent: Julia Aurigemma and Brian Bonneau

Also Present: Town Manager Salvatore, Recreation Director Scott Kieras, Human Services Director Amy Saada, and Public Works Director Lou Spina

A. CALL TO ORDER

Mayor Demetriades called the meeting to order at 4:56 p.m.

B. CITIZEN COMMENTS

None.

C. DEPARTMENT PRESENTATIONS

1. Recreation Department

Recreation Director Scott Kieras was in attendance to give an overview of the Recreation Department. The Department consists of three full time staff, a part time Secretary and Program Coordinator. The Recreation Department is responsible for offering quality programs, facility rentals, activities, programs, movies, camps, concerts and more.

Director Kieras explained to the Council that communication is important and is the reason he attends every concert and many of the movies at Pierson Park. He asks for feedback from attendees (how did we do? What can we do better?). He also asks for input from his staff and the Recreation Commission. He named a variety of programs offered but specifically mentioned that last year they implemented a volleyball program. It turned out to be very popular and the waitlist is double the size of the volleyball team.

Some of the goals he has for the Recreation Department include:

- To ensure we address issues in all facilities while working with the Town Manager and Public Works Director
- Alleviate water and drainage issues on the fields
- Seeking out more grants
- Continue to improve programs and add new ones
- Continue to work with the Parks Division to make the fields as useable as possible
- To make the Summer Camp more inclusive. He started the hiring process for paraprofessionals.

Director Kieras said he is very passionate about the town, has a great relationship with the Town Manager and will continue to learn, collaborate and do the best he can to offer quality recreation programs. He gave credit to Roseanne for doing a great job making it easy to locate and register for programs, activities and concerts.

The Council commended Director Kieras for the work his department does and the events and programs they offer.

2. Social Services (Senior Center, Human Services, Youth Services)

Human Services Director Amy Saada was in attendance to give an overview of what Social Services is responsible for and what they offer to the residents. She presented the attached information to the Council. See Attachment A.

There was a brief discussion regarding the Juvenile Review Board.

The Council thanked Human Services Director Saada for being very thorough and commended the mission, values and goals of the Department.

3. Public Works Department

Public Works Director Lou Spina was in attendance to give an overview of the Public Works Department responsibilities and services. He presented the attached information to the Town Council. See Attachment B. He informed the Council that some of his goals include:

- To offer more services to the residents as efficiently and fiscally responsible as we can
- To further relationships with the user groups in town
- To keep up the parks and field maintenance within the Parks Division
- To continue to work with other towns to share services and equipment


The Town Manager concluded the presentations by saying we having outstanding people that work for us. They think outside the box, they have great ideas. He gave kudos to the department heads for being proactive, energetic, and great leaders!

D. ADJOURN

MOTION made by J. Henahan and **SECONDED** by A. Waters to adjourn.
All in favor.

The meeting adjourned at 6:10 p.m.

Respectfully submitted,


Amanda M. Calve
Secretary



Cromwell Human Services

Helping our Families!



Town of Cromwell

Department of Public Works

Town Council Presentation

January 11, 2024

Town of Cromwell

Public Works Department

Attachment B

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

Thursday, January 18, 2024 - 4:30 p.m.

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

Absent: Brian Bonneau

Also Present: Town Manager Salvatore, Library Director Kara Canney, Chief Fred Sifodaskalakis, and Planning and Development Director Stuart Popper

A. CALL TO ORDER

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

B. CITIZEN COMMENTS

None.

C. DEPARTMENT PRESENTATIONS

1. Library

Library Director Kara Canney was in attendance to give an overview of Library programs, services, and information. She presented and handed out the attached brochure. See Attachment A.

After her presentation, the Town Manager said that Director Canney is not your typical librarian. She does an outstanding job; always thinks outside the box and we often hear positive feedback about our library. Councilwoman Dabrowski agreed with the Town Manager and added that the numbers in the presentation reflect how well received by the public all the programs and services are.

2. Police Department

Police Chief Fred Sifodaskalakis was in attendance to present an overview of his Department to the Town Council. See Attachment B for his presentation. After his presentation, he thanked the Town Manager for being his rock the past 7 months. He has learned so much from him in his new role as Police Chief.

The Town Manager and Town Council thanked the Police Chief for his presentation. They expressed their excitement for the new recruits and complimented the Chief on completing his first contract negotiation and for the Police Department's community involvement.

3. Planning and Development Department

Director of Planning and Development Stuart Popper was in attendance to present an overview of his Department to the Town Council. He presented and handed out the attached information. See Attachment C.

In addition to his presentation, he informed the Council that he is also the Town's Economic Development Coordinator. He feels that the 12 years he has been here, and all the developments that have come to town reflect how well he has done in this role.

Town Manager Salvatore explained that prior to Stuart coming on board, things were bogged down and development was slow. The Town Manager continued by saying he does a great job and he thanked Stuart for all of his efforts.

The Town Council took a brief recess at 5:38 p.m.
The Meeting reconvened at 5:46 p.m.

D. POCD DISCUSSION

Planning and Development Director Stuart Popper handed out and presented the attached POCD Summary. See Attachment D. He explained that this was forwarded to Town Council and to RiverCOG. In addition, there will be a public hearing on the Plan of Conservation and Development on February 20th.

A brief discussion was held after the presentation. The Council asked Director Popper what the next steps were. He replied that the next steps are to look at the development of the river front.

E. OPEN SPACE

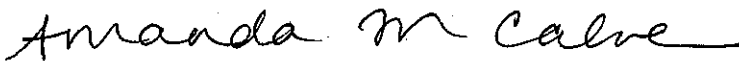
Planning and Development Director Stuart Popper handed out and briefly presented the summary of the Town's Open Space Plan. See Attachment E. He also handed out the Town's Open Space Plan. See Attachment F.

F. ADJOURN

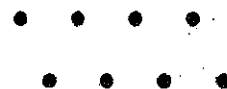
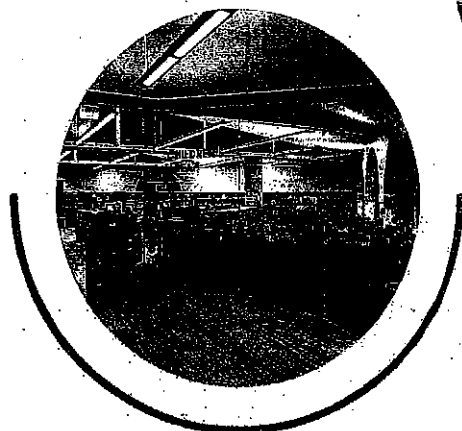
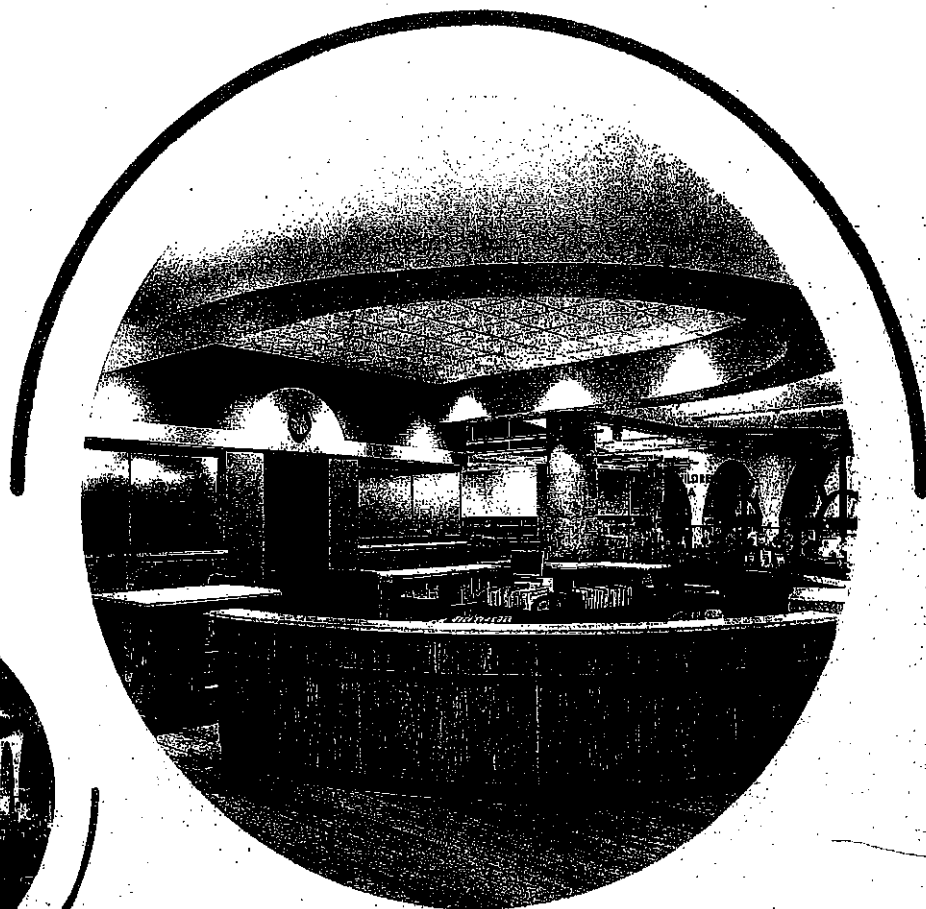
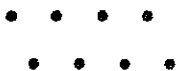
MOTION made by J. Aurigemma and **SECONDED** by P. Luna to adjourn.
All in favor.

The meeting adjourned at 6:23 p.m.

Respectfully submitted,



Amanda M. Calve
Secretary



CBPL

CROMWELL BELDEN PUBLIC LIBRARY



The Cromwell Police Department has an authorized staff of 29 sworn officers. The police department is currently staffed with 23 full time police officers and we have 4 recruits in the Connecticut Police Academy. I also currently have reserved 2 seats in the April academy with the hope of filling the final 2 positions. The department also has 9 full time civilian positions and 2 part time Animal Control Officers, 1 part time dispatcher and 2 reserve officers.

The Cromwell Police Department is responsible for the public safety for the Town of Cromwell. As all of you are aware, Cromwell is 13.5 square miles and is bordered to the north by Rocky Hill, to the east by Berlin, to the south by Middletown, and the east by the Connecticut River. We serve the resident population over 14,000 people with many more visitors. The department has handled over 15,000 incidents for the Town of Cromwell in 2023. These include criminal arrest, motor vehicle stops, property checks, and persons in crisis.

The agency's structure is currently a police chief, captain, detective sergeant, 6 patrol sergeants, 10 patrol officers, 1 school resource officer, 2 detectives, 1 youth detective, 1 administrative officer (accreditation), 1 K9, 6 full time dispatchers, 1 full time animal control officer, 1 administrative secretary, 2 full time records clerks and 2 part time animal control officers. When fully staffed, we would have 12 patrol officers, 2 school resource officers, 1 traffic officer, and 2 officers assigned to a late evening shift (6:00 PM to 3:15 AM). One of these officers was usually the K9 officer. Currently Bane is assigned with Sgt. Carlson on patrol. Cromwell PD is also one of a few departments who have a DRE (Drug Recognition Expert). Det. Perricone is an expert in this field and is used around the state for fatal accidents and other DUI related cases. The Chief of Police reports to the Town Manager.



Town of Cromwell Department of Planning and Development

Town Council Presentation

Town of Cromwell

Planning and Development



Plan of Conservation and Development

Town Council Presentation



Open Space Plan

Town Council Presentation

Town of Cromwell

Open Space Plan

prepared by

The Conservation Commission

Scott Lamberson, Chairman
Laurene McEntire, past Chairman
Luella Landis
Anthony Varricchio, Jr.
Joseph Corlis
Ernest Pandolfi
John Whitney
Sairah Sandhu
Joseph Cap
John Pinney

May 2009

revised February 11, 2010
revised June 9, 2011
revised March 20, 2012



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

Name: Jonathan Comtois

Address: (Home) 86 Nooks Hill Rd

Telephone: 603-608-9272

E-mail Address: Jon.comtois@gmail.com Occupation: STRUCTURAL Engineer

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: Planning & Zoning

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.

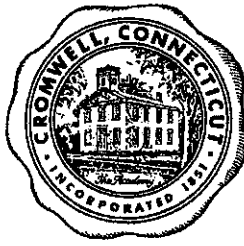
Throughout my career as an Engineer I have
obtained extensive experience in building & site planning
that would be an asset to the P&Z commission. I am
interested in P&Z because I want to help
develop the community responsibly.

Please include three (3) References with your application.

Name	Address	Phone Number
Mike Cannata	136 Nooks Hill Rd.	860-983-4912
Ann Frasso	70 Strand Cir	860-632-7735
Jenn Lepore	71 West St	860-906-7478

Signature: [Signature] Date: 1.10.2024

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
Board & Commission Application Form**

Name: CHARLES R. EPSTEIN

Address: (Home) 19 CREST DRIVE, CROMWELL, CT. 06416

Telephone: 860 - 841 - 1800

E-mail Address: CHARLES.EPSTEIN@ATT.NET Occupation: RETIRED

If you are not currently a registered voter in Cromwell, please register in the Town Clerk's office to serve on a board or commission. If you are registered, please check off your party affiliation below. Thank you.

Party affiliation: ☒ Democrat ☐ Republican ☐ Unaffiliated

Board or Commission of Interest: BOARD OF ASSESSMENT APPEALS

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 HAVE SERVED ON THIS BOARD BEFORE AS A MEMBER
AND AS THE CHAIRMAN.

Please include three (3) References with your application.

Name	Address	Phone Number
EDWIN MALEY	4 SHAWNEE CT	860 - 558 - 3409
JENNIFER LEPORE		860 - 906 - 7478
BRETT JAMASIA	JACKSON FARM ROAD EAST HAMPDEN	860 - 982 - 5054

Signature: Charles R. Epstein Date: JANUARY 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
Board & Commission Application Form**

Name: James Fedeli
Address: (Home) 1 Deming Lane, Cromwell
Telephone: 203-804-3681
E-mail Address: jamesfedeli@gmail.com Occupation: Accountant

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.

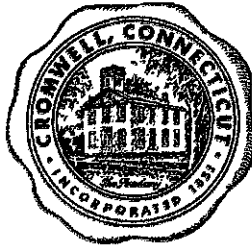
I have 20 years of accounting and finance experience working with
organizations similar to the Town of Cromwell. My experience can help the
Town position itself for future growth while providing value to taxpayers.

Please include three (3) References with your application.

Name	Address	Phone Number
Greg Carter	2A Cedar Drive	336-337-3913
David Pavia	25 Lincoln Street	203-496-2792
Stacy Dabrowski	3 Robbie Road	860-573-8175

Signature: James Fedeli Date: 11/17/2024

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
Board & Commission Application Form**

Name: Karen Sullivan
Address: (Home) 20 Senator Dr, Cromwell CT 06416
Telephone: 860 713 8129
E-mail Address: SullivanKK924@gmail.com Occupation: Aerospace Engineer

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 & Watercourse Agency (as alternate)

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 have 35 years of engineering experience which covers many broad areas. I have experience with the wetlands agency when building my house & see it as a valuable part of the community & would like to help them as I can.

Please include three (3) References with your application.

Name	Address	Phone Number
Jennifer Lepore	71 West St. Cromwell	860 906 7478
Kelly Wilson	18 Congress Dr. Cromwell	203 312 4158
Joan Tomasello	22 Senator Dr. Cromwell	860 748 6940

Signature: Karen Sullivan Date: 1-10-2024

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
Board & Commission Application Form**

Name: Diane G. Wiegert

Address: (Home) 75 Goss St Cromwell CT

Telephone: 860-416-2443

E-mail Address: diane.wiegert@aol.com Occupation: Retired Insurance Consultant

If you are not currently a registered voter in Cromwell, please register with 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 ☐ Independent

Board or Commission of Interest: Senior Services Commission

Briefly explain your reasons for being interested in serving on the board or commission and the qualifications you have which you feel will be an asset to the board or commission.

I have lived in Cromwell for over 40 years. I am

and have always been an active member of the

community. I have been a member of the Senior Services

Committee for many years and have been a member of the

Senior Center for many years.

I am interested in serving on the Senior Services

Commission because I have been a member of the

Senior Center for many years and have been a member of the

Senior Center for many years.

I am interested in serving on the Senior Services

Commission because I have been a member of the

Senior Center for many years and have been a member of the

Senior Center for many years.

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Commission because I have been a member of the

Senior Center for many years and have been a member of the

Senior Center for many years.

I am interested in serving on the Senior Services

Commission because I have been a member of the

Senior Center for many years and have been a member of the

Senior Center for many years.

I am interested in serving on the Senior Services

Commission because I have been a member of the



Town of Cromwell

Office of the Town Manager

Nathaniel White Building
41 West Street
Cromwell, CT 06416

Anthony J. Salvatore, Sr.
Town Manager

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

January 26, 2024

Judge Joseph D. Marino
94 Court Street
Middletown, CT 06457

Re: Judge of Probate Vacancy
Middletown Probate, District No. 15

Dear Judge Marino:

I received your letter dated January 17, 2024 notifying me of your retirement in accordance with Article 5, Section 6 of the Constitution of the State of Connecticut and your proposal to hold the special election for Judge of Probate for the District of Middletown on November 5, 2024, the same date as the regular election.

While I congratulate you on your upcoming retirement, I wish to express what an incredible loss this is for the District of Middletown. You have done a wonderful job and will be sorely missed. With that being said, I accept and approve the proposed special election date of November 5, 2024.

Thank you for your many years of service as the Judge of Probate for the District of Middletown.

Sincerely,

A handwritten signature in black ink, reading "Anthony J. Salvatore", is written over the printed name and title.

Anthony J. Salvatore
Town Manager

AJS/ac

cc: Mayor/Council
Registrar of Voters
Town Clerk

Joseph D. Marino, Judge

Chief Clerk

Susan M. Hood

Clerks

Mary Bair

Linda Ciccarello

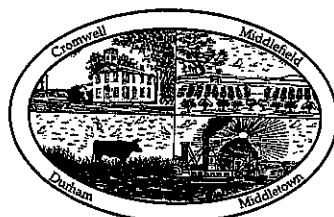
Brandi Pillarella

Lisa Guarino

Assistant Clerk

Denise Garrey

State of Connecticut
PROBATE COURT



District of Middletown

94 Court Street
Middletown, Connecticut
06457

Tel (860) 347-7424

Fax (860) 346-1520

Hrs. 8:30-4:30

M-F

January 26, 2024

Honorable Ned Lamont
Governor of the State of Connecticut
State Capitol
210 Capitol Avenue
Hartford, CT 06106

Re: Judge of Probate Vacancy
Middletown Probate
District #15
(Cromwell, Durham, Middlefield and Middletown)

Dear Governor Lamont:

I have had the honor and privilege to serve as the Judge of Probate for the District of Middletown since January of 1987. As you are aware, Article 5 Section 6 of the Constitution of the State of Connecticut provides that all judges must retire upon attaining the age of 70. I will reach 70 years of age on May 3, 2025.

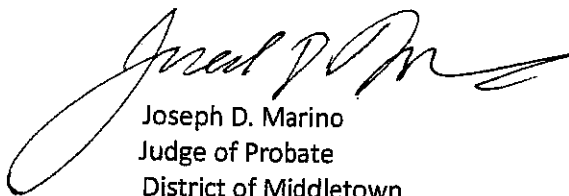
In accordance with Section 9-218 of the Connecticut General Statutes, I respectfully request that you issue writs of election to add the position of Judge of Probate for District 15 to the November 5, 2024 ballot. The writs would need to be issued to the Town Clerks of Cromwell, Durham, Middlefield and Middletown.

The Mayor, First Selectmen and Town Manager of my four communities support a special election to coincide with the customary election on November 5, 2024. This will serve to save expenses to the taxpayers of the communities.

It is my expectation that the term of my successor Judge would begin on or about May 3, 2025 and continue for the remainder of my existing term. I believe this will provide for a seamless transition as I will assist the successor Judge in learning the practice and procedures of my court.

Kindly review and advise if you require any additional information, I can best be contacted at joseph.marino@ctprobate.gov or my cell phone (860) 301-9204.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Joe Marino", with a large, stylized loop at the end.

Joseph D. Marino
Judge of Probate
District of Middletown

Cc: Honorable Beverly K. Streit-Kefalas, Probate Court Administrator
Benjamin Florsheim, Mayor, City of Middletown
Anthony J. Salvatore, Town Manager, Town of Cromwell
Brendan Rea, First Selectman Town of Durham
Robert C. Yamartino, First Selectman, Town of Middlefield

Joseph D. Marino, Judge

Chief Clerk

Susan M. Hood

Clerks

Mary Bair

Linda Ciccarello

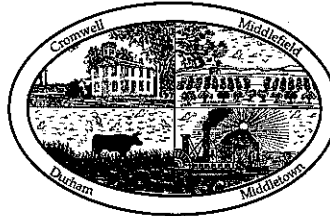
Brandi Pillarella

Lisa Guarino

Assistant Clerk

Denise Garrey

State of Connecticut
PROBATE COURT



District of Middletown

94 Court Street
Middletown, Connecticut
06457
Tel (860) 347-7424
Fax (860) 346-1520
Hrs. 8:30-4:30
M-F

January 17, 2024

Re: Judge of Probate Vacancy
Middletown Probate
District – District No. 15

Dear Anthony J. Salvatore, Town Manager:

I have had the honor and privilege to serve as Judge of Probate for the District of Middletown (Cromwell, Durham, Middlefield and Middletown) since January of 1987.

Regrettably, Article 5, Section 6 of the Constitution of the State of Connecticut provides that all judges must retire upon attaining the age of 70. I will reach 70 years of age on May 3, 2025. In accordance with the provisions of Section 9-218 of the Connecticut General Statutes, the Governor will issue writs of election for a special election.

I respectfully propose that the special election be held on November 5, 2024 to coincide with the regular elections to be held on that date. This will result in significant cost savings to the municipalities and will facilitate the training of the new judge-elect who will take office on May 3, 2025.

I require the approval for my proposal from the chief elected officials of all of my communities. Please email me at joseph.marino@ctprobate.gov with your approvals or any questions or concerns you may have. Upon receipt of your consent, I will write to Governor Lamont (with copies to all) to request a writ of special election to add the position of Judge of Probate to the November 5th ballot.

Sincerely,



Joseph D. Marino