

RECEIVED FOR FILING
3/3 2016 at 1:05 P.M.
TOWN CLERK'S OFFICE
CROMWELL, CONN.

Floria Prundergast, Asst.
TOWN CLERK

TOWN OF CROMWELL
TOWN COUNCIL
REGULAR MEETING
WEDNESDAY MARCH 9, 2016
7:00 PM TOWN HALL ROOM 224/5

AGENDA

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. APPROVAL OF AGENDA
- D. COMMISSION CHAIRMAN REPORTS/LIASON REPORTS
- E. CITIZEN COMMENTS
- F. MAYOR'S REPORT
- G. TOWN MANAGER'S REPORT
- H. CHIEF OF POLICE'S REPORT
- I. PUBLIC WORK DIRECTOR'S REPORT
- J. FINANCE DIRECTOR'S REPORT
 - 1. Budget Reports
- K. FINANCIAL
 - 1. Tax Refunds
 - 2. Discussion and possible action to appropriate \$50,000 from the 2016 LOCIP Fund to the Downtown Drainage Improvements Project.
 - 3. Discussion and possible action to transfer \$50,000 from the General Fund fund Balance to the CNR Fund for the Downtown Drainage Improvements project.
 - 4. Discussion and possible action to appropriate an additional \$50,000 within the CNR Fund for the drainage improvement project by the Police Station parking lot. (Original appropriation \$200,000)
 - 5. Discussion and action to approve Other Fund Budgets
 - a. Sidewalk Fund -\$10,000
 - b. Dog Fund -\$24,024
 - c. Authorize Mayor to set time and date of Special Town Meeting to approve Sidewalk Fund, Dog Fund, and Sewer Usage and Assessment Funds.
 - 6. Any unfinished business from Budget Workshops.
- L. STAFF REPORTS
 - Economic Development Coordinator Written Report.
- M. UNFINISHED BUSINESS
 - 1. Presentation by consulting engineer on possible sites for a new DPW/CWPCA facility with discussion and possible action to follow. - Tabled
 - 2. Continue discussion and possible action on Solid Waste Report. - Tabled
 - 3. Discussion and possible action on street light conversion.

N. NEW BUSINESS

1. Discussion and possible approval to include the TPC Homeowners Association into the Town's residential reimbursement program.
2. Discussion and approval to authorize Town Manager to sell a 1.90 acre parcel of land at the south end of Main Street identified as Parcel ID 00480800.

O. APPROVAL OF MINUTES

1. Combined Special Meeting February 10, 2016
2. Regular Meeting February 10, 2016
3. Special Meeting February 17, 2016

P. RESIGNATIONS

Q. APPOINTMENTS

R. TOWN COUNCIL COMMISSION LIAISON REPORTS

S. ADJOURNMENT

Rules for Citizen Comments

1. Each speaker will have a total of 3 minutes to speak on the issues of their choice;
2. The Mayor shall recognize only one speaker at a time;
3. The purpose of the Citizen Comment period is to give the residents of Cromwell, or others, the opportunity to make comments regarding matters of public concern, town policies or actions of the town, and to ask questions of the Council of Town Staff. All questions and comments will be taken under advisement and questions raised may be answered this evening or addressed at a later date. There will be no open debate with the Council members during the public comment period and all questions and comments shall be directed to the Mayor;
4. The Mayor shall have the right to discontinue recognition of any speaker whom the Mayor believes is not using proper decorum for a public meeting; is verbally abusive of a member, or members of the Council, Town staff, or the public; becomes belligerent; or uses profanity.

TOWN OF CROMWELL, CT

YEAR-TO-DATE BUDGET REPORT

FOR 2016-08 JOURNAL DETAIL 2013 1 TO 2016 13

	ORIGINAL APPROP	TRANSFERS/ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001 TOWN MANAGER'S OFFICE	264,114	0	264,114	155,508.90	616.60	107,988.50	59.1%
002 TOWN CLERK'S OFFICE	225,120	0	225,120	127,647.26	12,952.69	84,520.05	62.5%
003 REGISTRAR OF VOTERS	71,466	0	71,466	39,134.65	5,586.38	26,744.97	62.6%
004 PLANNING COMMISSION	3,225	0	3,225	1,590.83	358.93	1,275.24	60.5%
005 ECONOMIC DEVELOPMENT	20,400	0	20,400	3,977.49	400.00	16,022.51	21.5%
006 BOARD OF FINANCE	1,650	0	1,650	405.33	.00	1,244.67	24.6%
008 CHARTER REVISION COMM	2	0	2	.00	.00	2.00	.0%
009 BOARD OF ASSESSMENT APPEALS	1,250	0	1,250	209.15	.00	1,040.85	16.7%
010 ZONING BOARD OF APPEALS	1,535	0	1,535	364.02	458.93	1,712.05	53.6%
011 INLAND WETLANDS	2,185	0	2,185	927.50	209.85	1,047.65	52.1%
012 COMM. FOR DISABLED PEOPLE	100	0	100	.00	.00	100.00	.0%
013 DONATIONS AND DUES	39,820	0	39,820	36,805.31	.00	3,014.69	92.4%
014 TOWN COUNCIL	32,925	0	32,925	31,184.58	.00	1,740.42	94.7%
015 LEGAL EXPENSE	175,081	0	175,081	96,792.31	73,139.98	5,148.71	97.1%
016 CENTRAL SERVICES	142,300	0	142,300	81,142.56	39,214.53	21,942.91	84.6%
017 INSURANCE EXPENSE	556,347	0	556,347	394,289.98	106,991.24	55,065.78	90.1%
018 GENERAL EXPENSE	857,343	481,818	1,339,161	1,328,634.87	3,805.00	6,721.13	99.5%
019 DEVELOPER/PLANNER	136,669	0	136,669	87,620.39	.00	49,048.61	64.1%
020 FINANCE DEPARTMENT	376,454	0	376,454	219,516.05	4,500.73	152,437.22	59.5%
021 TAX COLLECTOR	167,992	0	167,992	103,051.74	683.62	64,256.64	61.8%
022 ASSESSOR'S OFFICE	221,964	0	221,964	140,210.59	9,024.53	72,728.88	67.2%
030 PUBLIC WORKS ADMIN.	246,164	0	246,164	151,785.15	8,856.78	85,522.07	65.3%
031 ENGINEERING	202,680	0	202,680	123,861.26	11,436.41	67,382.33	66.8%
032 SOLID WASTE REMOVAL	593,452	0	593,452	311,771.34	200,538.01	81,142.65	86.3%
033 BUILDING INSPECTION	212,897	0	212,897	126,770.02	2,237.70	85,889.28	59.7%
034 HIGHWAY DEPT.	1,247,137	0	1,247,137	674,781.09	138,735.16	433,600.75	65.2%
035 BUILDING MAINTENANCE	565,863	0	565,863	311,306.47	45,200.98	209,355.55	63.0%
036 PARKS & GROUNDS	366,271	0	366,271	221,450.13	16,122.67	128,698.20	64.9%
037 PUBLIC WORKS-OTHER	496,376	0	496,376	233,666.12	137,508.56	101,749.32	74.8%
038 VEHICLE MAINTENANCE	338,122	0	338,122	191,482.20	44,890.10	101,749.32	69.9%
040 POLICE DEPARTMENT	3,200,019	0	3,200,019	1,884,938.81	21,615.45	1,293,464.74	59.6%
041 EMERGENCY MANAGEMENT	19,950	0	19,950	8,000.00	2,141.00	9,809.00	50.8%
042 ANIMAL CONTROL	82,877	0	82,877	53,828.20	.00	29,048.80	64.9%
050 HEALTH DEPARTMENT	163,608	0	163,608	102,696.78	19,555.02	41,356.20	74.7%
051 HUMAN SERVICES	106,289	0	106,289	68,114.56	569.36	37,605.08	67.1%
053 SENIOR SERVICES	89,582	0	89,582	50,680.08	9,456.28	29,445.64	64.6%
054 YOUTH SERVICES	106,540	0	106,540	60,559.82	3,221.63	42,758.55	59.9%
055 TRANSPORTATION SERVICES	113,428	0	113,428	60,391.82	2,133.16	50,903.02	55.1%
060 RECREATION DEPARTMENT	264,928	0	264,928	144,539.55	1,634.33	118,754.12	55.2%
061 LIBRARY	568,710	0	568,710	372,573.51	10,101.29	186,035.20	67.3%
070 BONDED DEBT	3,882,952	0	3,882,952	461,475.63	.00	3,421,476.37	11.9%
080 EMPLOYEE BENEFITS	3,212,623	0	3,212,623	2,377,120.00	413,914.34	421,588.66	86.9%
090 BOARD OF EDUCATION	28,275,237	0	28,275,237	16,371,080.22	.00	11,904,156.78	57.9%
119 DEVELOPMENT COMPLIANCE	88,570	0	88,570	62,399.04	643.61	25,527.35	71.2%

TOWN OF CROMWELL, CT

YEAR-TO-DATE BUDGET REPORT

FOR 2016-08

JOURNAL DETAIL-2013-1 TO-2016-13

120 CONSERVATION COMMISSION	ORIGINAL APPROP	TRANSFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
120 CONSERVATION COMMISSION	1,510	0	1,510	135.00	.00	1,375.00	8.9%

GRAND TOTAL 47,743,727 481,818 48,225,545 27,274,420.31 1,346,474.85 19,604,649.84 59.3%

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

TOWN OF CROMWELL, CT

YEAR-TO-DATE BUDGET REPORT



FOR 2016 08

JOURNAL DETAIL 2013 1 TO 2016 13

	ORIGINAL ESTIM REV	ESTIM REV ADJUSTMS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
002 TOWN CLERK'S OFFICE	-288,300	0	-288,300	-168,225.57	-120,074.43	58.4%
021 TAX COLLECTOR	-40,523,965	0	-40,523,965	-40,060,338.69	-463,626.31	98.9%
022 ASSESSOR'S OFFICE	-600	0	-600	-368.50	-231.50	61.4%
030 PUBLIC WORKS ADMIN.	-75,300	0	-75,300	-13,372.50	-61,927.50	17.8%
033 BUILDING INSPECTION	-150,050	0	-150,050	-84,733.70	-65,316.30	56.5%
040 POLICE DEPARTMENT	-76,500	0	-76,500	-61,107.28	-15,392.72	79.9%
042 ANIMAL CONTROL	-1,000	0	-1,000	-450.00	-550.00	45.0%
050 HEALTH DEPARTMENT	-28,100	0	-28,100	-3,470.00	-24,630.00	12.3%
053 SENIOR SERVICES	-2,000	0	-2,000	-638.00	-1,362.00	31.3%
054 YOUTH SERVICES	-4,830	0	-4,830	-1,510.00	-3,320.00	31.3%
060 RECREATION DEPARTMENT	0	0	0	-40.00	40.00	100.0%
061 LIBRARY	-9,000	0	-9,000	-6,323.48	-2,676.52	70.3%
206 BOARDS & COMMISSIONS	-7,750	0	-7,750	-2,694.89	-5,055.11	34.8%
207 STATE OF CONNECTICUT	-5,185,513	0	-5,185,513	-2,735,365.28	-2,450,147.72	52.8%
208 MISCELLANEOUS SOURCES	-385,026	0	-385,026	-213,080.48	-171,945.52	55.3%
999 FUND BALANCE	-1,005,793	0	-1,005,793	-213,080.48	-1,005,793.00	.0%
GRAND TOTAL	-47,743,727	0	-47,743,727	-43,351,718.37	-4,392,008.63	90.8%

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

Condition(s)	Name	Prop Loc/Vehicle Info.	UniqueID/Reason	Date	Paid Date	Tax	Int	L/F	Total Adjusted	Overpaid Tax
2014-01-0004408	BERR JON S 4 IRON GATE LANE CROMWELL CT 06416	4 IRON GATE LANE 00033200			1/7/2016	394.16	0.00	0.00	394.16	-394.34
2014-01-0002377	HENCLEWSKI MICHAEL 69 NORTH ROAD CROMWELL CT 06416	Sec. 12-129 Refund of Excess Payments. 69 NORTH ROAD 00132900			2/1/2016	4,122.38	0.00	0.00	4,122.38	-376.33
2014-01-0003796	SCOTTIELD ELENA 25 BUCKS CROSSING CROMWELL CT 06416	Sec. 12-129 Refund of Excess Payments. 25 BUCKS CROSSING 11001200			2/2/2016	4,981.62	0.00	0.00	4,981.62	-5,143.94
2014-01-0004160	PISCOTTANO NANCY J & ETAL 133 WOODLAND DRIVE CROMWELL CT 06416	Sec. 12-129 Refund of Excess Payments. 133 WOODLAND DRIVE 133 00508300			2/8/2016	1,567.52	0.00	0.00	1,567.52	-760.25
2014-01-0004180	POLEZONIS MARY GENLOT 12 BOTELLE MANOR CROMWELL CT 06416	12 BOTELLE MANOR 00195500			2/1/2016	4,275.38	0.00	0.00	4,275.38	-50.00
2014-01-0004573	RYABININA MARINA 3 DEBRA COURT CROMWELL CT 06416	3 DEBRA COURT 60B 00406200			1/29/2016	2,681.66	0.00	0.00	2,681.66	-8.00
2014-01-0004817	CROMWELL CT 06416 100 BERLIN HOLDINGS LLC 12 TIDEWATER DRIVE ORMOND BEACH FL 32174	100 BERLIN ROAD 00459110			1/29/2016	11,299.68	0.00	0.00	11,299.68	-5,649.84
2014-02-0040769	NORTH WOODS LLC 46 HILLSIDE ROAD CROMWELL CT 06416	Sec. 12-129 Refund of Excess Payments. 10 NORTH ROAD 40983000			2/1/2016	264.00	0.00	0.00	264.00	-132.00
2014-03-0063760	ZABER LAURA LYNN 24 PINE CT CROMWELL CT 06416-1764	2008/2C3KA33G28H242039 63760			2/9/2016	286.53	0.00	0.00	286.53	-100.00
2014-04-0081118	KEITHAN JOHN STEVEN 31 GROVE RD CROMWELL CT 06416-1312	Sec. 12-129 Refund of Excess Payments. 2001/Y33DF58K712021333 81118			2/8/2016	26.66	0.00	0.00	26.66	-33.37
2014-04-0081119	KEITHAN JOHN STEVEN 31 GROVE RD CROMWELL CT 06416-1312	1998/1GCCS1449WK175287 81119			2/8/2016	40.86	0.00	0.00	40.86	-13.66
TOTAL	11					29,940.45	0.00	0.00	29,940.45	-12,661.73

To: Town Council
From: Stuart B. Popper Director of Planning and Development
Date: March 2, 2016
Re: Economic Development Coordinator Report for February

1. 2016-2017 Budget

I presented the 2016-2017 budgets for the Planning Department, Development Compliance and the Agencies and Commissions staffed by the Planning Department to the Town Council on Monday February 29, 2016.

2. Economic Development

I continue to work with the property owners and developers on possible new retail development at the Cobblestone Plaza on the Berlin Road and at the Kmart Shopping Center on Shunpike Road.

3. Planning and Zoning Commission

The Planning and Zoning Commission at the March 1, 2016 meeting:

- Issued a positive report for the Section 8-24 Mandatory Referral – for the Town of Cromwell to purchase 60 and 61 River Road.
- Issued a positive report for the Section 8-24 Mandatory Referral – for the Town of Cromwell to sell a 1.90 acre parcel of land at the south end of Main Street.
- Approved Application #15-47: Request to amend the Zoning District from R-25 to PRD and the master plan for the 8.75 acre Nike Site Parcel (aka Parcel Identification # 0033600) at the end of Country Squire Drive. Belfonti Companies is the Applicant and Country Squire Site LLC is the Owner.

4. Cromwell Landing Park Permits

I continue to have conversations with DEEP staff and various consultants on the master plan for Cromwell Landing Park.

5. Business Visitations

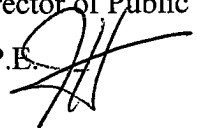
There were no business visitations in February due to conflicting schedules. The March business visitations will be scheduled for Wednesday March 23, 2016.

6. CT DOT Community Connectivity Program

I met with the Program Coordinator for the CT DOT Community Connectivity Program to discuss the Road Safety Audit application and conducted research to prepare the application.

**Engineering Department
Town of Cromwell
Cromwell, CT**

Memorandum

To: Athony Salvatore –Town Manager
CC: Lou Spina – Director of Public Works
From: Jon Harriman, P.E. 
Date: 3/2/2016
Re: Downtown Drainage Project

We have two items for consideration at the upcoming Town Council Meeting.

1. The bids for the Downtown Drainage Project were opened on February 23rd – a tabulation of the bid results is attached. The low bidder, Quality Associates Inc., of North Branford was the low bidder at \$291,144. Based on past experience with this Contractor, we are confident that the project would be completed in conformance with the plans and specifications. We recommend awarding the contract to Quality Associates Inc.
2. The funding allocated to this project was \$200,000. We would ask that the Council appropriate \$50,000 from the 2016 LoCIP allocation and an additional \$50,000 from CNR to meet the contract price of \$291,144 providing a contingency of approximately \$9,000.

The contract period is 60 days, and construction is anticipated to begin in late spring (May). This would allow the football field turf to rejuvenate and be playable in time for the High School football season. Construction administration and inspection would be handled by the Engineering Department staff.

Bid Opening
February 23, 2016
10:00 A.M.
Downtown Drainage Improvement Project

	Company Name & Address	Bid Amount	Bid Bond
1	Pazz Construction PO Box 817 East Lyme CT 06333	\$396,800 \$400,760	
2	Laydon Industries LLC 51 Longhini Lane New Haven Ct 06519	\$485,188	
3	Ludlow Construction Co. Inc. 19 Carmelinas Circle Ludlow MA 01056	\$448,561	
4	Colossale Concrete Inc. 510 Christian Lane Berlin CT 06037	\$633,869 \$573,919	
5	Guerrera Construction Co. Inc. 154 Christian Street Oxford CT 06478	\$654,214	
6	Caracas Construction Corp 592 Holyoke St Ludlow MA 01056	\$939,665	
7	B & W Paving & Landscaping LLC 70 Foster Road Waterford CT 06385	\$296,033.50	
8	DeRita & Sons Construction PO Box 797 Middletown CT 06457	\$321,865	
9	King Construction 16 Northwood Dr Bloomfield CT 06022	\$561,948.80	
10	Trademark Contractors LLC 72 Cold Springs Rd Bristol CT 06010	\$429,804	
11	Quality Associates Inc. 231 Silver Sands Road East Haven CT 06512	\$291,144	

Note: The figures in red are the corrected values from the submitted bid amount.

DEPARTMENT- ACCOUNT	ADJUSTED BUDGET DEC. 31, 2015	ACTUAL EXPENDITURE 2013-2014	ACTUAL EXPENDITURE 2014-15	ACTUAL EXPENDITURE DEC. 31, 2015	ESTIMATED EXPENDITURE 2014-15	DEPARTMENT REQUEST 2016-17	TOWN MANAGER RECOMMENDED 2016-17	TOWN COUNCIL RECOMMENDED 2016-17	BOARD OF FINANCE RECOMMENDED 2016-17
SIDEWALK PROGRAM FUND									
MISCELLANEOUS REPAIRS	15,000	-	10,338	4,080	10,338	10,000	10,000		
TOTAL	15,000	-	10,338	4,080	10,338	10,000	10,000		

THIS FUND IS TO BE USED FOR THE IMPROVEMENT AND EXPANSION OF THE TOWN'S SIDEWALK SYSTEM. THE TOWN MANAGER WILL APPROVE ALL REPAIR PROJECTS. SPECIFIC EXPANSION PROJECTS WILL BE APPROVED BY THE TOWN COUNCIL. THE APPROPRIATION IS FOR ENGINEERING, DESIGN, MATERIALS, SUPPLIES, LABOR AND ANY ITEM DIRECTLY RELATED TO THE PROJECT.

DEPARTMENT-ACCOUNT	ADJUSTED BUDGET DEC. 31, 2015	ACTUAL EXPENDITURE 2013-2014	ACTUAL EXPENDITURE 2014-15	ACTUAL EXPENDITURE DEC. 31, 2015	ESTIMATED EXPENDITURE 2014-15	DEPARTMENT REQUEST 2016-17	TOWN MANAGER RECOMMENDED 2016-17	TOWN COUNCIL RECOMMENDED 2016-17	BOARD OF FINANCE RECOMMENDED 2016-17
DOG FUND									
VETERINARIAN FEES	4,000	1,627	2,062	1,001	4,000	4,000	4,000		
OUTSIDE SERVICES	11,124	7,790	8,090	6,981	11,124	11,124	11,124		
VEHICLE MAINTENANCE	1,500	421	300	-	1,500	1,500	1,500		
EQUIP.REPAIR+REPLACEMENT	1,000	934	561	-	1,000	1,000	1,000		
DEPARTMENTAL EXPENSE	1,200	989	1,119	516	1,200	1,200	1,200		
TRAINING/WORKSHOPS	1,000	955	1,343	789	1,000	1,000	1,000		
UNIFORMS	1,200	1,196	1,200	414	1,200	1,200	1,200		
GASOLINE + OTHER FLUIDS	3,000	2,708	2,436	723	3,000	3,000	3,000		
TOTAL	24,024	16,620	17,111	10,425	24,024	24,024	24,024	-	-
FUNDING:									
FEES+FUND INCOME	6,500	7,014	7,341	5,177	6,500	6,500	6,500		
FUND BALANCE	8,000	-	-	-	8,000	10,000	10,000		
GENERAL FUND	9,524	14,524	13,024	13,024	9,524	7,524	7,524		
TOTAL	24,024	21,538	20,365	18,201	24,024	24,024	24,024	-	-
BUDGET EXPLANATION:									
VETERINARIAN FEES									
OUTSIDE SERVICES									
VEHICLE MAINTENANCE									
EQUIP.REPAIR+REPLACEMENT									
DEPARTMENTAL EXPENSE									
TRAVEL+ MEETINGS									
UNIFORMS									
GASOLINE + OTHER FLUIDS									

COST RELATED TO MISCELLANEOUS TREATMENT OF DOGS , CATS, ETC. (OWNERS UNKNOWN).

LEASE FOR ANIMAL SHELTER, PLUS DAILY CHARGES OF IMPOUNDED ANIMALS, IN ADDITION TO RELATED COSTS OF HOUSING OR SHELTERING ANIMALS AT OTHER FACILITIES.

REQUIRED SERVICES, TIRES, WASHING SERVICE, GENERAL UPKEEP AND COST RELATED TO MAINTAINING THE ANIMAL CONTROL VAN, ETC.

CAGE TRAPS, HOLDING CAGES, RADIO REPAIRS, LIGHTING, MISCELLANEOUS COSTS RELATED TO ANIMAL CONTROL EQUIPMENT.

PRINTING OF OFFICE FORMS, LICENSE NOTICE CARDS, WRITTEN WARNING NOTICES, FORMS AND RELATED COSTS TO THE OPERATION OF THE ANIMAL CONTROL OFFICE, ETC.

TRAINING, TRAVEL, MEETINGS, DUES AND RELATED COSTS.

REPLACEMENT AND CLEANING UNIFORMS. REPLACEMENT OF DAMAGED UNIFORMS. PURCHASE OF MISCELLANEOUS UNIFORM ITEMS AND EQUIPMENT FOR ANIMAL CONTROL PERSONNEL.

GASOLINE, OIL AND FLUIDS FOR ANIMAL CONTROL VAN, ETC.



Real Estate Property Management

Serving the Real Estate Management Industry Since 1983

February 12, 2016

Mr. Anthony Salvatore, Cromwell Town Manager
Cromwell Town Hall
41 West Street
Cromwell, CT 06416

RE: River Highlands Homeowners Association Trash Collection Cost Reimbursement

Dear Mr. Salvatore,

I represent the River Highlands Homeowners Association in the Town of Cromwell as their property manager. The River Highlands Homeowners Association wishes to apply for the Town of Cromwell trash removal expense compensation program as recently granted to West Street Commons Condominiums.

Please consider this a formal application for participation in the program. River Highlands Homeowners Association consists of 202 homes. Currently the association provides services to the members for weekly trash removal and bi-weekly recycling.

Please contact me if you require any additional information so that you may present the association's petition to the Town Council. You may reach me at the Old Saybrook location below. Best phone number for me is 860-291-8777 X148 or email dongrabon@wkmanage.com.

I am copying the Town Director of Public Works, Lewis Spina, Jr. on this letter. If you require no further information please let me know when the request will be presented to the Town Council. Thank you for your consideration.

Sincerely,

Donald C. Grabon
Managing Agent

Email: dongrabon@wkmanage.com

CC: Lewis Spina, Jr.
River Highlands B.O.D.

RECEIVED FOR FILING
2/19 2016 at 10:55AM.
TOWN CLERK'S OFFICE
CROMWELL, CONN.

TOWN OF CROMWELL
COMBINED SPECIAL MEETING
TOWN COUNCIL & BOARD OF FINANCE
WEDNESDAY FEBRUARY 10, 2016
6:30 PM TOWN HALL ROOM 224/5

Gloria Brendergast, Asst.
TOWN CLERK

MINUTES

Town Council Members present: Mayor E. Faienza, Deputy Mayor R. Newton, Councilors F. Emanuele, A. Waters, T. Tokarz, E. Weners, S. Slade

Board of Finance Members present: Chairman J. Henehan, J. Corlis, A. Spotts, J. Neto (arrived at 6:44), A. Drew (arrived at 6:47)

Also Present: Town Manager A. Salvatore, Director of Public Works L. Spina, Director of Finance M. Sylvester, Public and Press

A. CALL TO ORDER

Mayor Faienza called the joint meeting of the Town Council and Board of Finance Meeting to order at 6:30 p.m.

B. NEW BUSINESS

1. Pavement Management Report Presentation.

a. Discussion and action if necessary.

Public Works Director L. Spina introduced representatives from VHB, the Company that prepared the Pavement Management Road Resurvey.


A power point presentation was given and a short question and answer period followed. A copy of the Power Point presentation is attached.

C. ADJOURN

Motion made by A. Waters seconded by J. Henehan and *unanimously carried* to adjourn the meeting at 7:07.

Town Council and Board of Finance Joint Meeting adjourned at 7:07 p.m.

Respectfully submitted,



Re Matus
Secretary Town Council

Presentation Overview

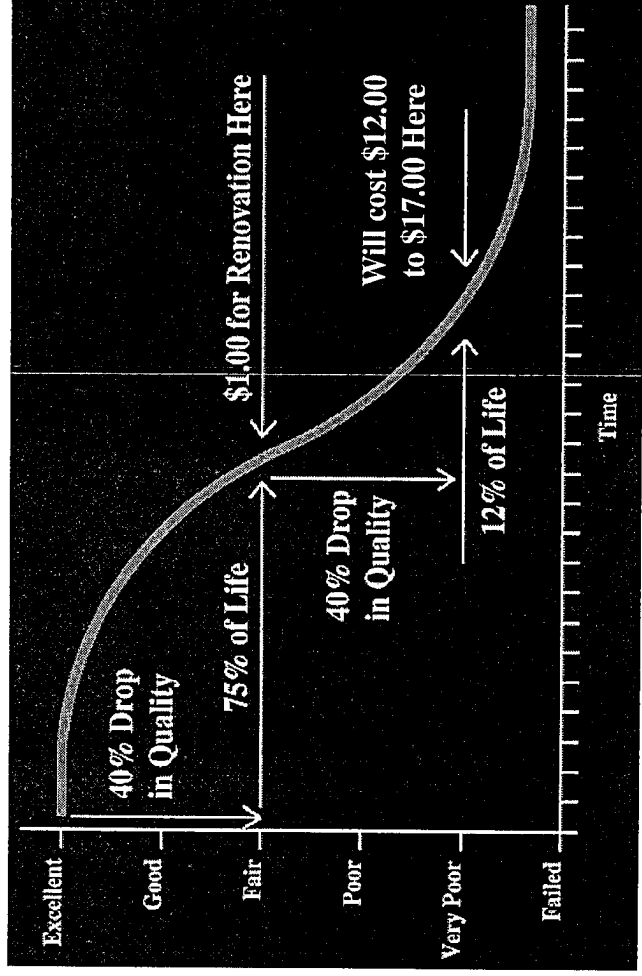
- **Pavement Management Background**
- **Pavement Management in Cromwell**
 - The Process
 - Current Conditions & Backlog
 - Budget Analysis
- **Conclusions**

What is Pavement Management?

The practice of planning for pavement maintenance and rehabilitation with the goal of maximizing the value and life of a pavement network.

Otherwise known as:

“Getting the Biggest Bang for Your Buck”



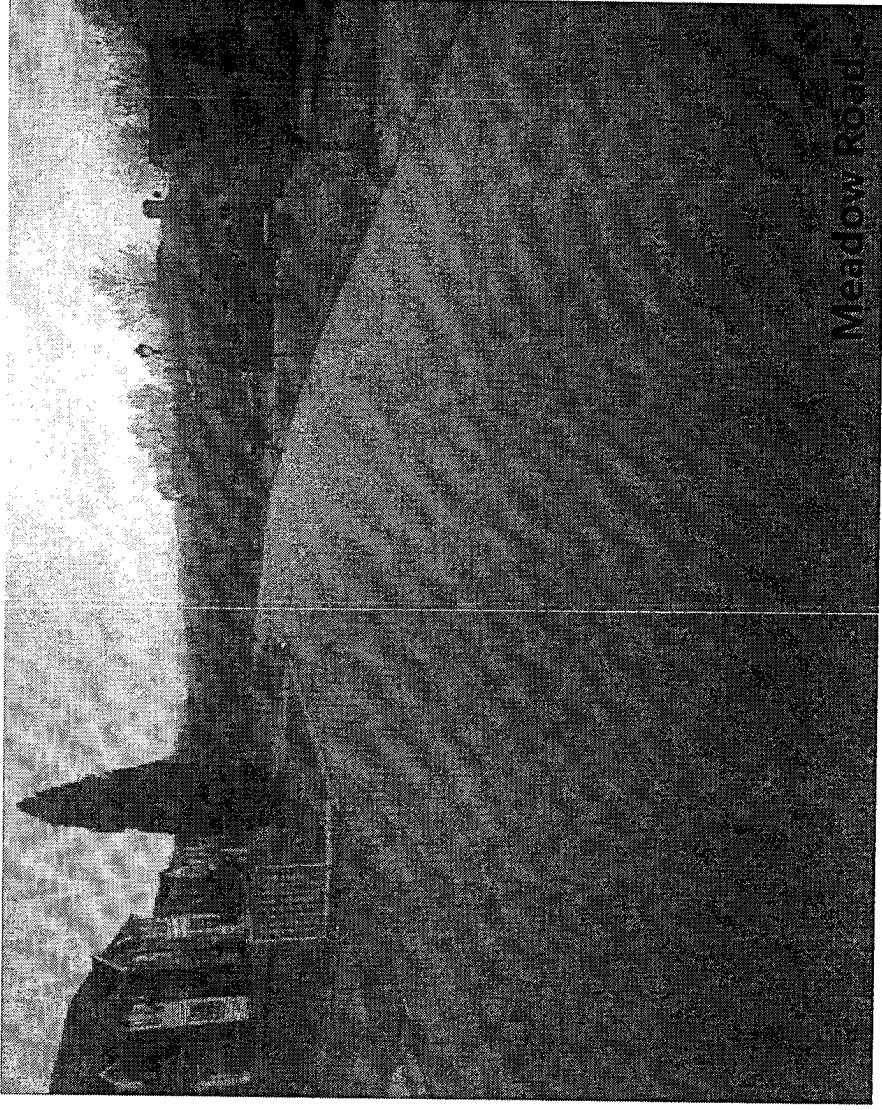
The Process

- Pavement Section Inventory
- Visual pavement distress identification and quantification
- Pavement Condition Index (PCI) calculation on a 0 - 100 scale
- Define Repair Strategies and Costs
- Test various Budget Scenarios
- Develop list of candidate projects
- Apply engineering and local judgment to define annual road program

Pavement Treatment Bands

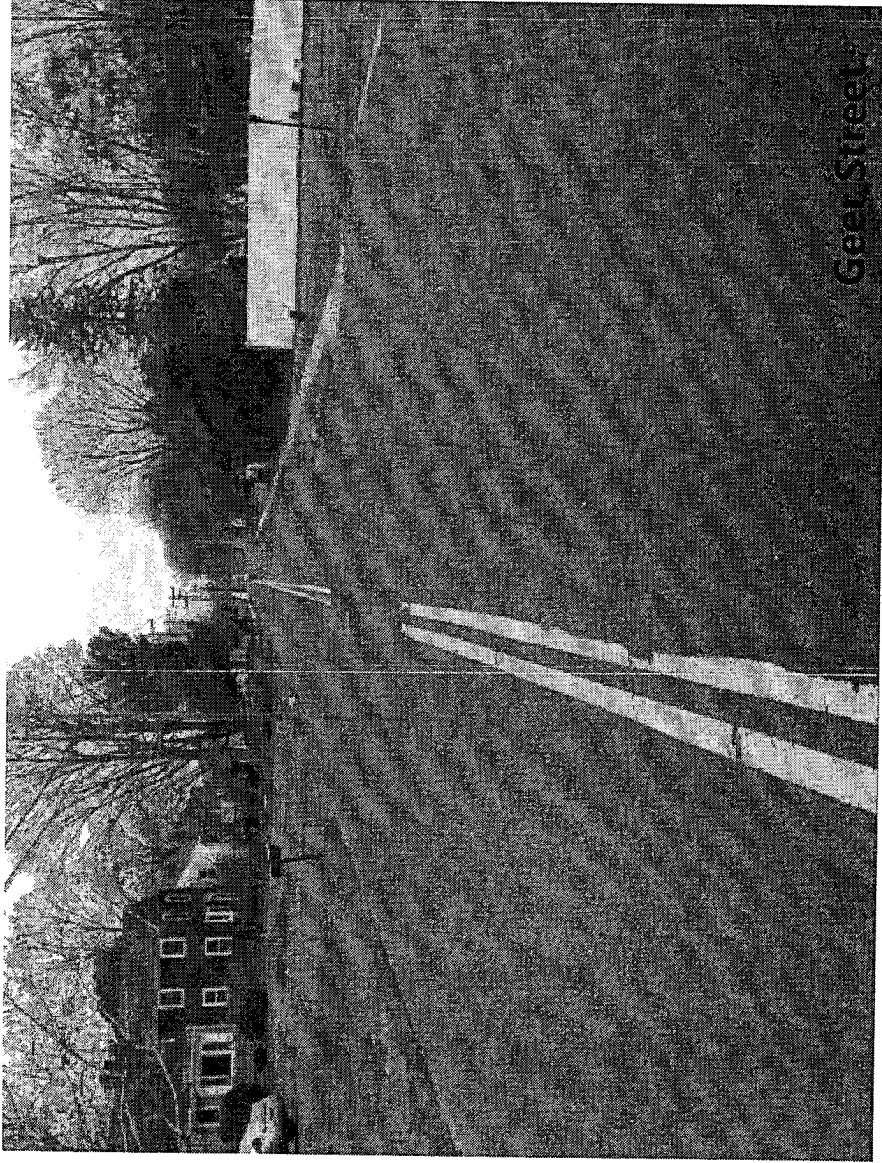
Do Nothing Condition (PCI 93-100)

PCI = 100



Pavement Treatment Bands

Routine Maintenance Condition (PCI 86-92)

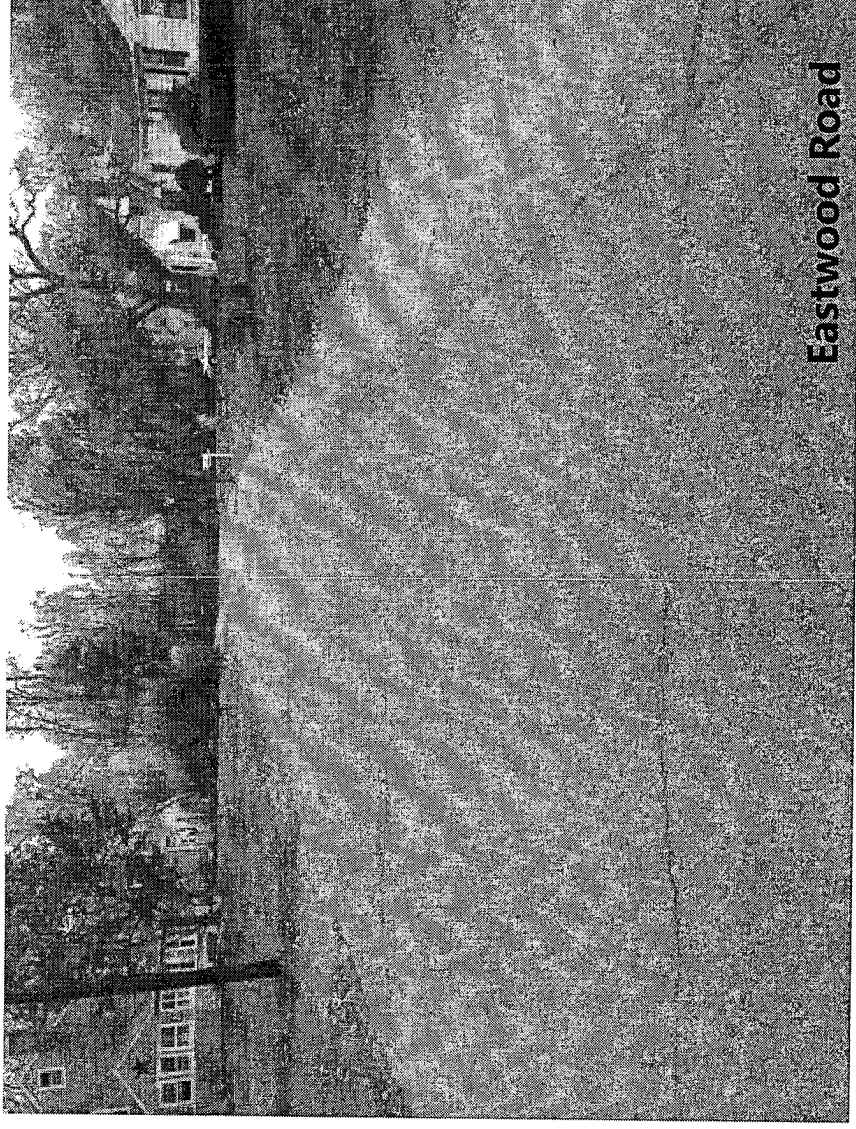


PCI = 88

**Treatment options – Crack sealing,
Patching**

Pavement Treatment Bands

Pavement Preservation Condition (PCI 73-85)

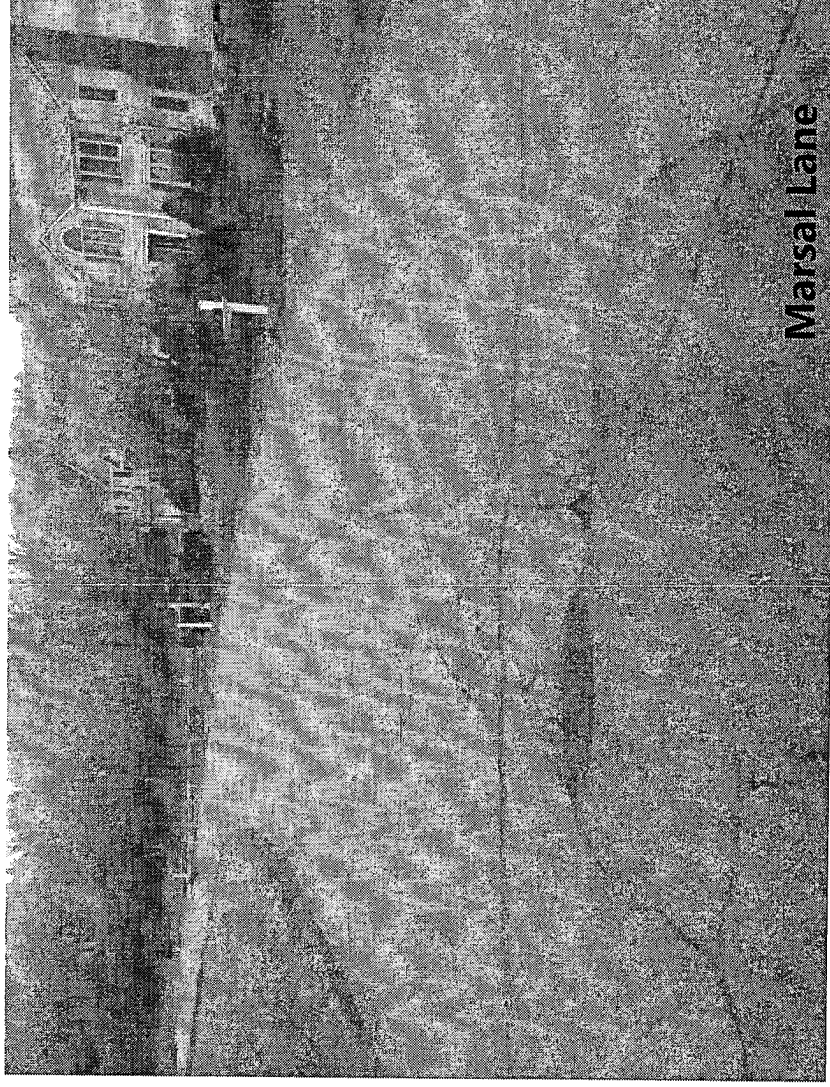


Treatment options – Microsurfacing, Thin Bonded Overlay, Cape Seal

Pavement Treatment Bands

Structural Improvement Condition (PCI 51-72)

PCI = 62



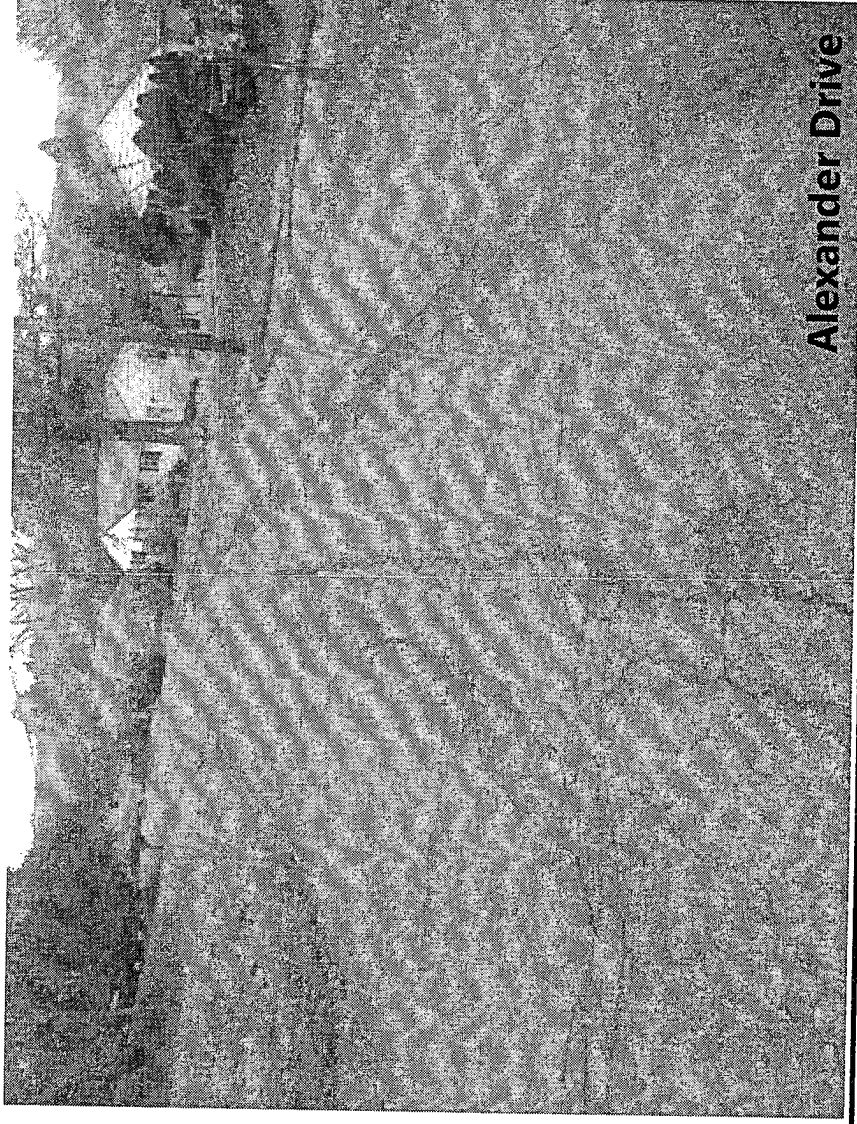
Marsal Lane

**Treatment options – Mill, Partial & Full
Depth Patch, Level & Overlay**

Pavement Treatment Bands

Base Rehabilitation Condition (PCI 0-50)

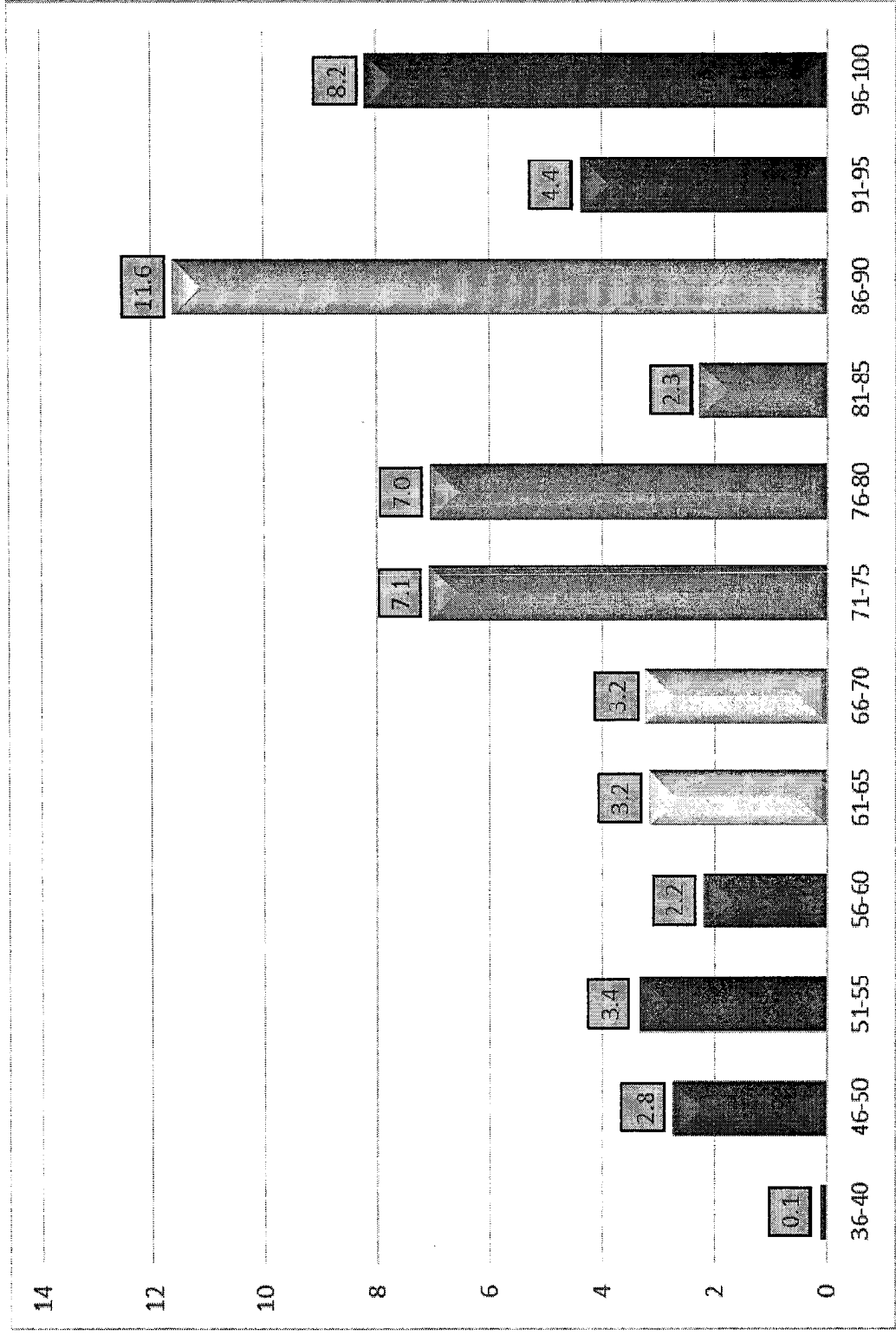
PCI = 47



Alexander Drive

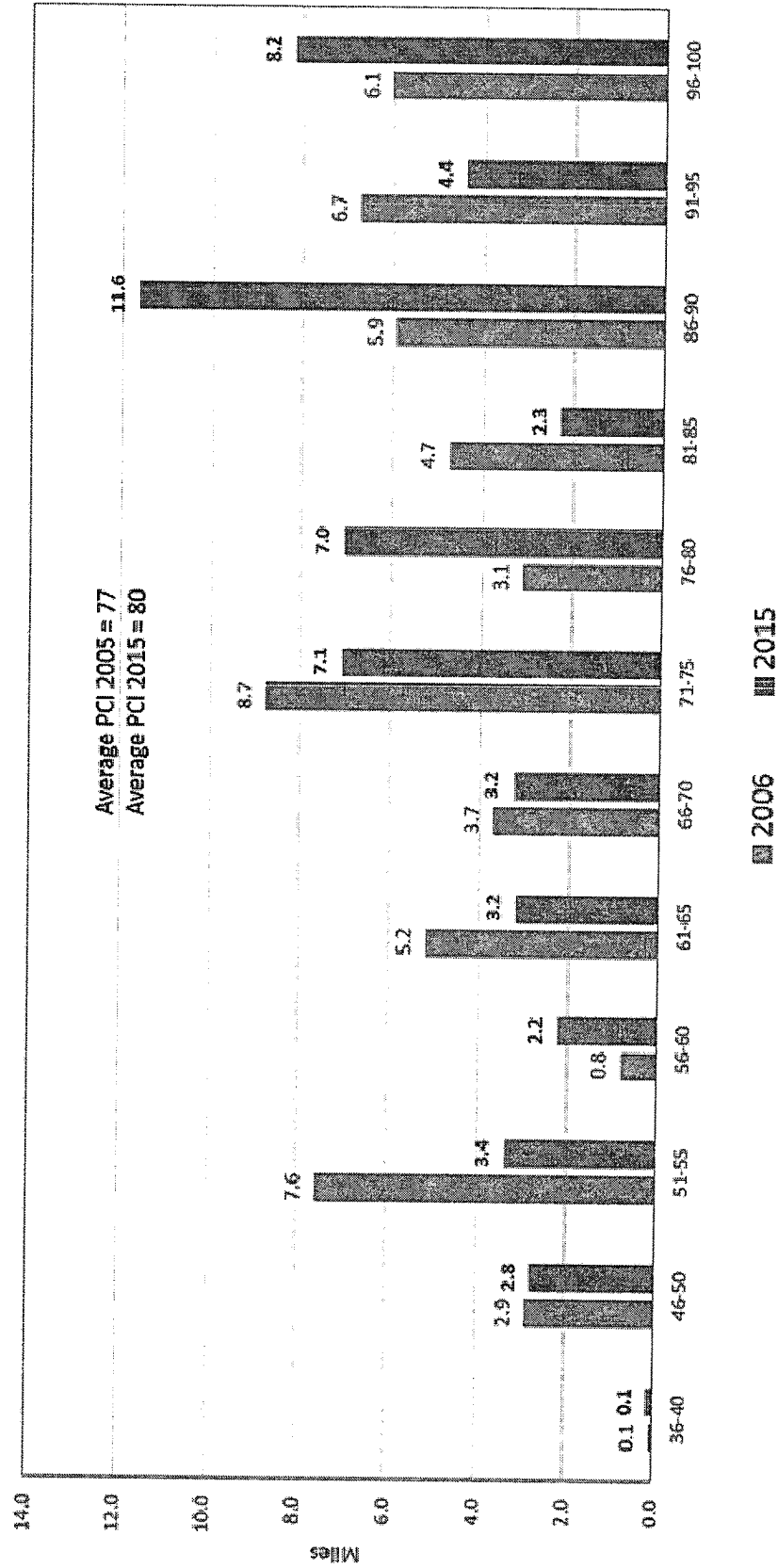
Treatment options – Reclamation and Reconstruction

Current PCI Distribution

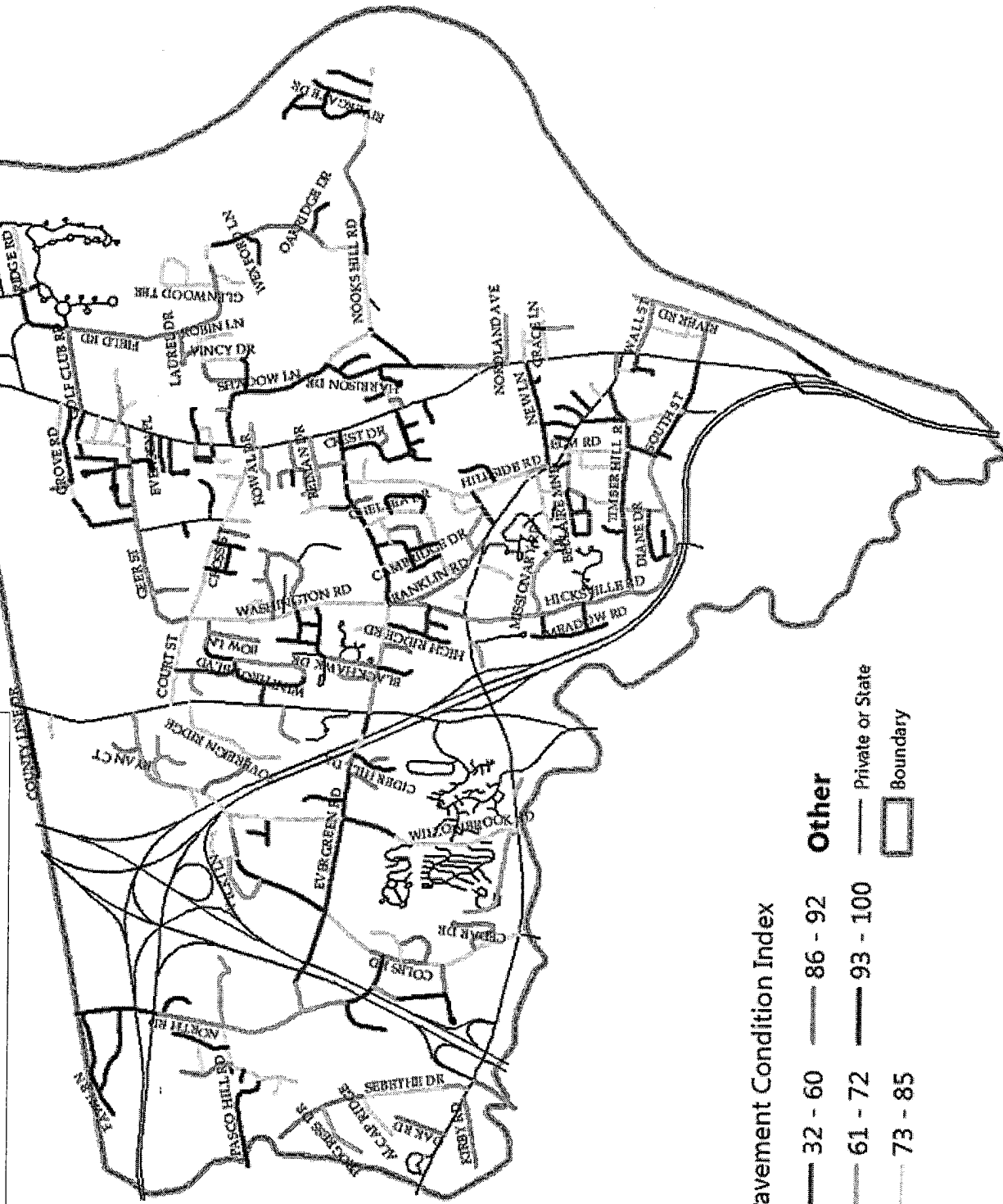


Comparison of 2005 and 2015 PCI Distributions

PCI Distribution: 2005 vs 2015



GIS Integration



Pavement Condition Index

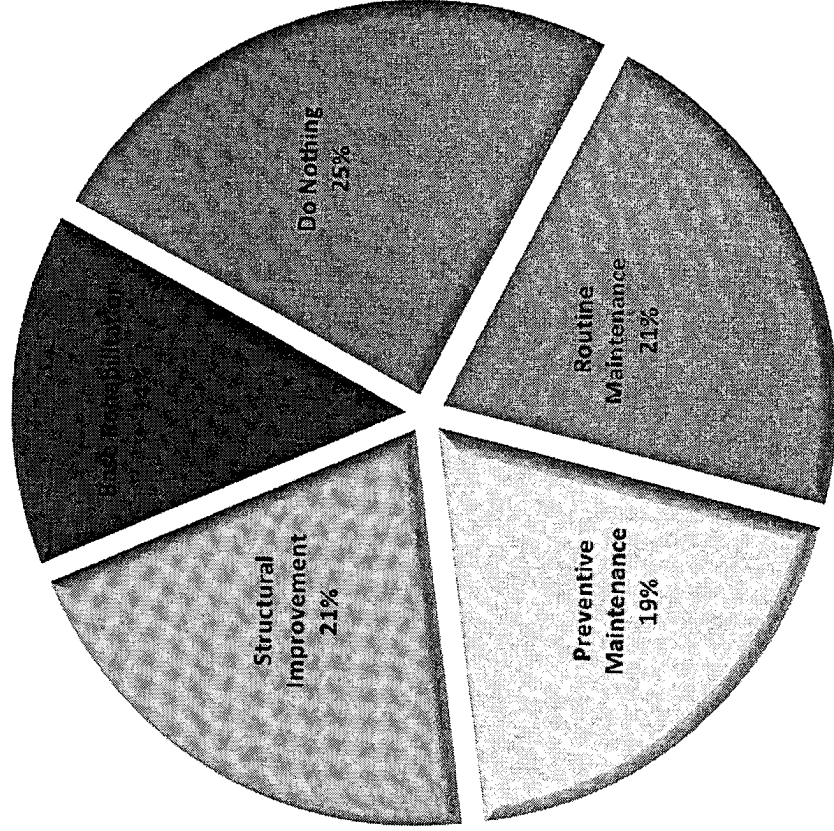
- 32 - 60
- 61 - 72
- 73 - 85
- 86 - 92
- 93 - 100
- Other
- Private or State
- Boundary

Pavement Backlog Summary

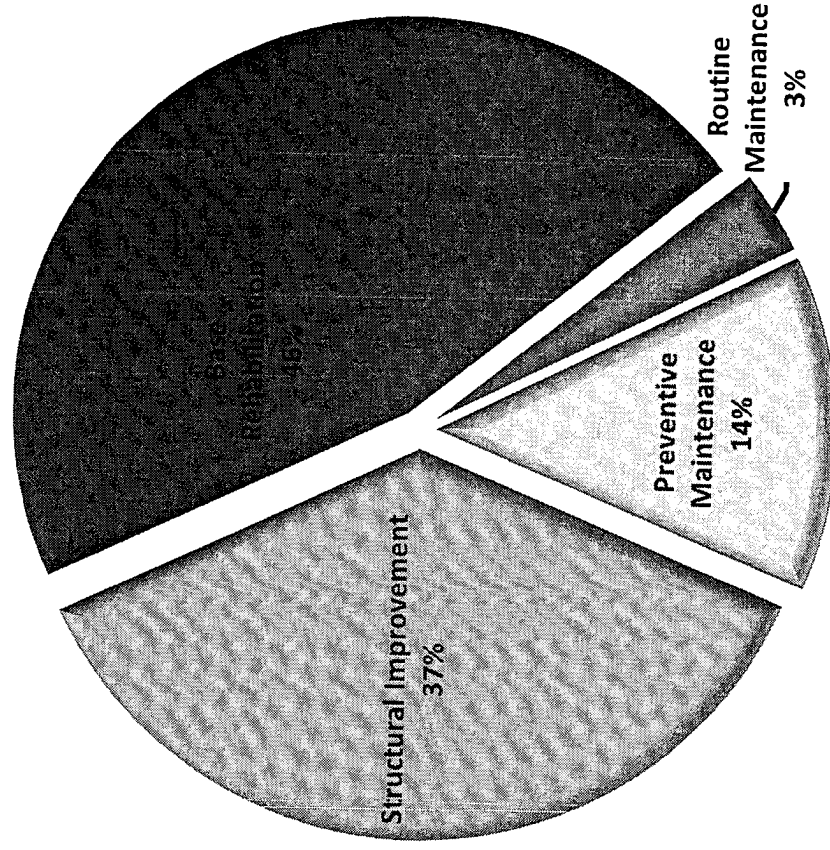
Treatment Band	Miles	Backlog Dollars
Do Nothing	14.6	-
Routine Maintenance	12.7	\$221,982
Preventive Maintenance	11.3	\$880,141
Structural Improvement	12.3	\$2,367,116
Base Rehabilitation	8.5	\$2,989,365
Grand Total	59.4	\$6,458,603

Pavement Backlog Summary

Miles



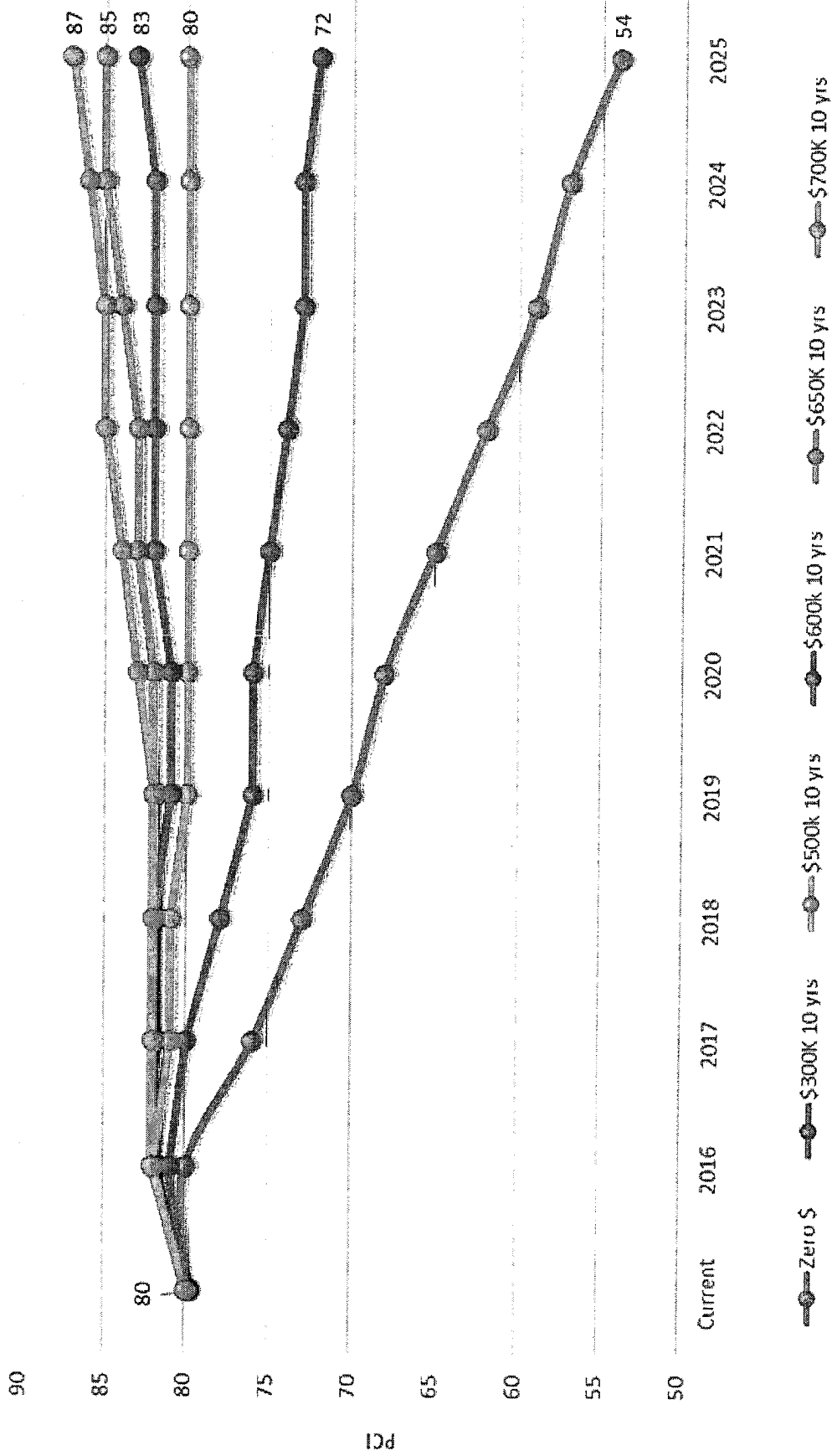
Cost



Funding Scenarios

- \$0 per Year
- \$300k per Year
- \$500k per Year
- \$600k per Year
- \$650k per Year
- \$700k per Year

Future Pavement Condition Projections



Concluding Remarks

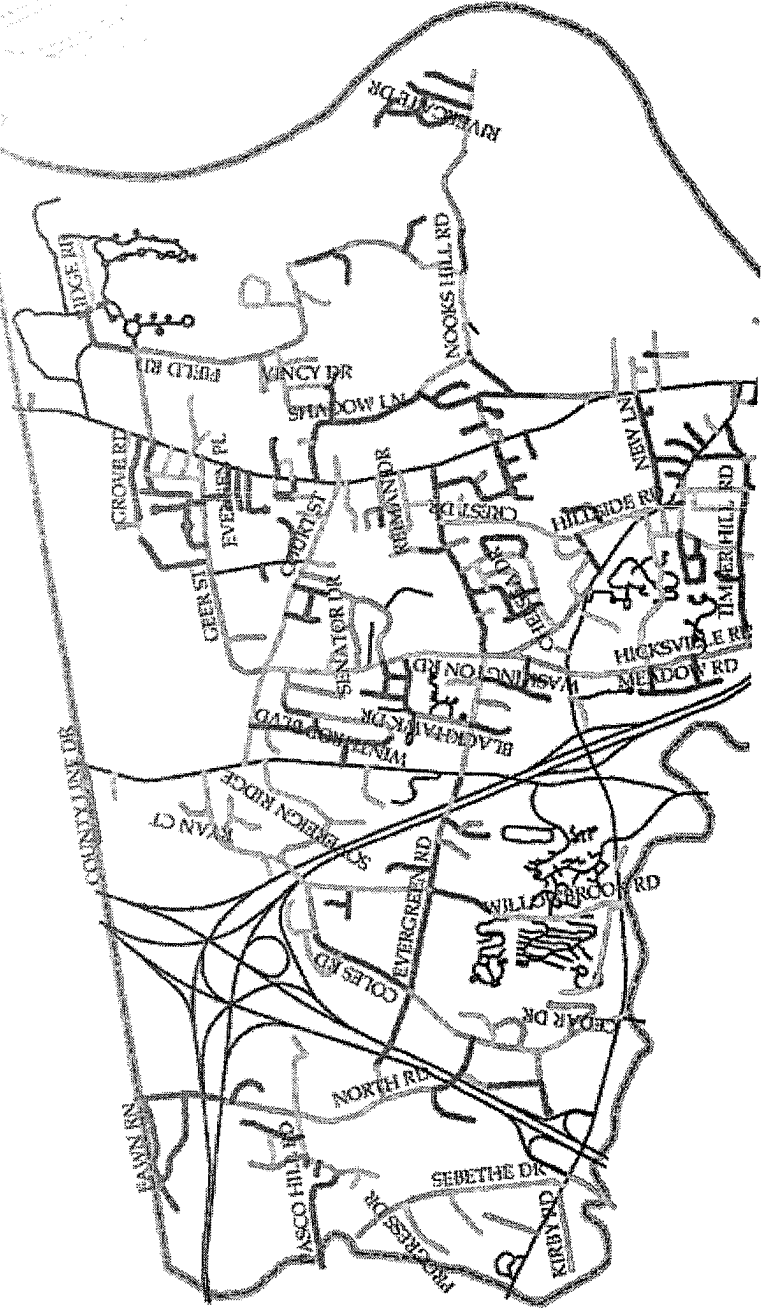
- With the investments that Cromwell has made in its road network over 10 years, the average PCI rating has increased from a 77 to an 80.
- The Town of Cromwell should invest an appropriate funding level to continue to meet the Town's overall pavement condition goal.
- To get the greatest value from the available funding, and to preserve the investment made over the past 10 years, the Town should include routine and preventative maintenance treatments in its annual road program.

Questions & Answers?

February 10, 2016 | Town of Cromwell



Questions & Answers?



RECEIVED FOR FILING
2/19 2016 at 10:55AM.
TOWN CLERK'S OFFICE
CROMWELL, CONN.

TOWN OF CROMWELL
TOWN COUNCIL
REGULAR MEETING
WEDNESDAY FEBRUARY 10, 2016
7:00 PM TOWN HALL ROOM 224/5

Floria Shendergast, Asst.
TOWN CLERK

MINUTES

Present: Mayor E. Faienza, Deputy Mayor R. Newton, Councilors F. Emanuele,
A. Waters, T. Tokarz, E. Wengers, S. Slade
Also Present: Town Manager A. Salvatore, Chief of Police D. LaMontagne, Director of
Public Works L. Spina, Director of Finance M. Sylvester, Public and
Press

A. CALL TO ORDER

Mayor Faienza called the meeting to order at 7p.m.

B. PLEDGE OF ALLEGIANCE

A. Waters led the Pledge of Allegiance.

C. APPROVAL OF AGENDA

Mayor Faienza added the following items to the agenda under New Business;

4b. Authorize Mayor to set time and date of Public Hearing for the 5 year
Capital Plan.

5. Discussion and action to extend EDC Agreement to June 30, 2017 with UPSEU
#33.

a. Authorize Town Manager to sign EDC Agreement.

Motion made by R. Newton seconded by F. Emanuele and *unanimously carried* to
amend the agenda.

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

D. COMMISSION CHAIRMAN REPORTS/LIAISON REPORTS

None

E. CITIZEN COMMENTS

1. R. Niedbala, Ronald Drive -Spoke regarding the proposal from Pentagon Energy
that was brought to the Town of Rocky Hill. Mr. Niedbala is concerned that
they may approach the Town of Cromwell next and he is not in favor of the
project.

F. MAYOR'S REPORT

Mayor Faienza reported;

- Great Business Tours last month. CT Temperature Control-Heating and Air
Conditioning and Renewal by Anderson - Windows were the businesses visited.

- Met with the Town Manager and Ripley Manufacturing; they will attempt to assist them with the DOT and with their plans to expand.
- Met with representatives from the American Cancer Society; Relay for Life will be held on June 3rd.
- Appeared on Face the State w/Dennis House the previous Sunday; it was a great experience.
- A new officer will be sworn in on the 7th of March at 1 p.m. All are invited to attend.
- The Cromwell Division will meet tomorrow.

G. TOWN MANAGER'S REPORT

Town Manager Salvatore reported;

- He has been the full time Town Manager for about 6 months; it has been a pleasure working with staff during this time.
- He recommends keeping our Labor and Town Attorneys as they have agreed to keep the same conditions and rates.
- They are looking into possibly of having an Animal Control Shelter in the old building that the Water Division was using on Nooks Hill Road.
- He is two-thirds of the way done with the budgets; he is confident that it will be an austere budget and remains cautious with the cuts in the Governor's budget.
- Later this evening Chief LaMontagne will be asking their permission to use the Jag Grant Funds for a different purpose.
- A Special Council Meeting will be held next week to present Ordinance Changes and Job Descriptions. The Mayor will be seeking permission to set the time and date of a Public Hearing for the Ordinance changes.
- Will continue to watch the State's proposal to allow vehicles to be registered with delinquent taxes and parking tickets owed.

H. CHIEF OF POLICE'S REPORT

Chief LaMontagne reported:

- The Monthly Incident Report was distributed for January.
- The Department has had 1,000 calls for service so far this year.
- Officer Perricone will graduate the Academy on March 24th.
- Officer Molina is doing well at the Academy.
- A new officer will be sworn in on March 7th and will start the Academy on March 24th.
- A Press Release was distributed regarding the Dunkin Donuts robbery.
- On February 4th the Emergency Alert Program was updated; residents that participate in the program were asked to update their contact information.
- Chief decided to wait on using the Jag Grant to purchase body cameras until several issues are address, such as the retention of information.

I. PUBLIC WORK DIRECTOR'S REPORT

Public Works Director Spina reported:

- Cromwell Downtown Drainage - Bid opening is next Tuesday, February 16th. There has been considerable interest in project. Hopefully, it will result in competitive pricing.
- Splash Pad - A pre-construction meeting has been set tentatively for February 25th. Weather permitting; we plan to start construction in April.
- FY 17 Budgets - With assistance of staff, all Public Work's Departmental budgets were submitted in accordance with the Town Manager's imposed deadline. I will sit with Mr. Salvatore for the next step of the process tomorrow morning.
- Highway Operator Vacancy -as the third step of the screening process, the Town Manager and I evaluated an internal candidate to make sure that all requirements of job specification were met. The applicant performed well, and will be given the position. This brings Highway Department back to full staff.

J. FINANCE DIRECTOR'S REPORT

• Finance Director Sylvester reported:

1. Budget Reports
 - Expenditures are on track.
 - Revenue is on the tighter side; State Aid took another hit, the ECS grant was negatively adjusted and the Public Student Transportation Grant was decreased.
 - Tax Collectors will lobby against proposed changes to the DMV Policy.
 - Assistant Finance Director DeVoe was acknowledged for recouping over \$40,000 in insurance proceeds and over \$7,000 by identifying sixteen vehicles the Town no longer owns that were on our Insurance Policy.

K. FINANCIAL

1. Tax Refunds

Motion made by A. Waters seconded by E. Wenners and *unanimously carried* to approve tax refunds 1 - 21.

2. Discussion and action to appoint auditor for fiscal years 2015-2016 and 2016-2017.

Finance Director Sylvester presented the request.

Motion made by R. Newton seconded by E. Wenners and *unanimously carried* to approve Finance Director Sylvester's recommendation and reappoint our current firm, RSM from New Haven.

L. STAFF REPORTS

Economic Development Coordinator S. Popper submitted a written report.

M. UNFINISHED BUSINESS

1. Presentation by consulting engineer on possible sites for a new DPW/CWPCA facility with discussion and possible action to follow. -*Tabled Left on table.*
2. Continue discussion and possible action on Solid Waste Report. -*Tabled Left on table.*

N. NEW BUSINESS

1. Discussion and possible approval of inter-town agreement between the Town of Portland and the Town of Cromwell for the purchase of shared equipment through State of Connecticut, Intertown Capital Equipment Purchase Incentive (ICE) Program.

Public Works Director Spina presented the request.

Motion made by F. Emanuele seconded by T. Tokarz and *unanimously carried* to approve inter-town agreement between the Town of Portland and the Town of Cromwell for the purchase of shared equipment through State of Connecticut, Intertown Capital Equipment Purchase Incentive (ICE) Program.

2. Discussion and action to appoint the American Legion Post 105 Agent of the Town for the Memorial Day Ceremony.

Motion made by R. Newton seconded by S. Slade and *unanimously carried* to appoint the American Legion Post 105 Agent of the Town for the Memorial Day Ceremony.

3. Discussion and action to consider amending the Charter and start the process to appoint a Charter Revision Commission.

Motion made by R. Newton seconded by A. Waters to move forward with resolution. *Motion and second withdrawn.*

Motion made by R. Newton seconded by A. Waters and *unanimously carried* to move forward with resolution and appoint seven members to serve.

Resolution of the Cromwell Town Council

February 10, 2016

So it be resolved on this date February 10, 2016 the Cromwell Town Council has voted to move forward with the creation of a Charter Revision Commission that will consist of seven (7) members.

4. Authorize Mayor to set Budget Workshop dates.

Motion made by E. Wenners seconded by R. Newton and *unanimously carried* to authorize Mayor to set Budget Workshop dates. The consensus of the Council was to accept the Mayor's recommendation and set the meeting dates of Monday February 29th and Thursday March 3rd at 7:00 p.m.

- a. Authorize Mayor to set time and date of Public Hearing for the 5 year Capital Plan.

Motion made by R. Newton seconded by F. Emanuele and *unanimously carried* to authorize Mayor to set time and date of Public Hearing. The consensus of the Council was to accept the Mayor's recommendation and set the Public Hearing on February 29th at 6:30 p.m.

5. Discussion and action to extend EDC Agreement to June 30, 2017 with UPSEU #33.

Motion made by R. Newton seconded by E. Wenners and *unanimously carried* to extend EDC Agreement to June 30, 2017 with UPSEU #33.

a. Authorize Town Manager to sign EDC Agreement.

Motion made by R. Newton seconded by E. Wenners and *unanimously carried* to authorize Town Manager to sign EDC Agreement.

O. APPROVAL OF MINUTES

1. Special Meeting, January 13, 2016

Motion made by E. Wenners seconded by A. Waters and *unanimously carried* to approve the January 13, 2016 Special Meeting Minutes.

2. Regular Meeting, January 13, 2016

Motion made by R. Newton seconded by F. Emanuele and *unanimously carried* to approve the January 13, 2016 Regular Meeting Minutes.

P. RESIGNATIONS

1. Board of Appeals

a. Roy Rowland

2. Inland Wetlands

a. Madeleine Lowry

Motion made by A. Waters seconded by R. Newton and *unanimously carried* to accept Mr. Rowland and Ms. Lowry's resignations with regret.

Q. APPOINTMENTS

1. Library Commission (re-appointments)

a. Martha Rennie, Term expires 2/2020

b. Marie Roberto, Term expires 2/2020

c. Diane Mongold, Term expires 2/2020

d. Margaret Colella, Term expires 2/2020

Motion made by R. Newton seconded by F. Emanuele and *unanimously carried* to approve Library Commission re-appointments a-d.

2. Board of Appeals

a. Jay Polke (to fill vacancy), Term Expires November 2017

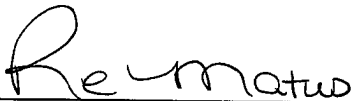
Motion made by E. Wenners seconded by S. Slade and *unanimously carried* to approve Mr. Polke's appointment to the Board of Appeals.

R. TOWN COUNCIL COMMISSION LIAISON REPORTS

T. Tokarz -Conservation and Redevelopment Agency

- A. Waters -Economic Development, Park & Recreation and Historical Society
 - F. Emanuele - Meetings canceled
 - E. Faienza- Library Meeting was canceled, COST Meeting is next week, update on the Hartford Saint Patrick's Day Parade.
 - R. Newton - Planning and Zoning Site-walk and the CWPCA
 - E. Wenners -Board of Finance and Planning and Zoning
 - S. Slade -Park and Recreation, Fire Commission. Ms. Slade will go to Chicago as Cromwell's representative of Hispanics in Elected Offices.
- S. ADJOURNMENT**
Motion made by R. Newton seconded by E. Wenners and *unanimously carried* to adjourn the meeting at 8:55 p.m.

Respectfully submitted,



Re Matus
Secretary

Run Time: 18:49

Incident Statistics Report

01/01/2016 00:00 Thru 01/31/2016 23:59

Call Type Description	Total for Period
911 Hang Up Call	11
Administrative Matter	23
Alarm - All types	43
ALARM-FALSE BILLABLE	25
All Other Offenses	2
Animal Complaint	15
Assist Motorist	32
Assist Other Agency	24
Car Seat Installation	3
Civil Matter	2
Counterfeit/Forgery	1
Credit Card/ATM Fraud	2
Criminal Mischief / Vandalism	2
Dis Conduct/BOP	2
Domestic Incident	4
DUI	1
Escort	2
Fingerprinting	38
FV Protocol / P.A.	5
Identity Theft	4
Impaired / Intox Person	2
Juvenile Incident	6
Larceny - From Building	6
Larceny - From MV	2
Larceny -Purse-snatch	1
Larceny -Shoplifting	13
Larceny- Other	1
Medical Emergency	65
Missing Person	1
MV Accident	32
MV Abandoned	1
MV ACCIDENT PRIV PROP	12
MV Parking Violation	4
MV Theft	1
MV Violation	126
Noise Complaint	4
Nursing Home Fax Report	1
Property Check	85
Property Lost/Found	6

Run Time: 18:49

Incident Statistics Report

01/01/2016 00:00 Thru 01/31/2016 23:59

Call Type Description	Total for Period
Property Seized	1
Record Only Call	3
Road Cond/TCS Out	11
ROBBERY	2
See Complainant	19
Suspicious Activity	47
TEST CALL	6
Threaten/Harass/Intimidation	4
Town Ordinance	1
Traffic Assignment	2
Trespassing	2
Unfounded Complaint	12
Untimely Death	1
Unwanted Person	2
Well Being Check	13
Total:	736

TOWN OF CROMWELL
TOWN COUNCIL
SPECIAL MEETING
WEDNESDAY FEBRUARY 17, 2016
6:30 PM TOWN HALL ROOM 224/5

RECEIVED FOR FILING
2/19 2016 at 10:54AM.
TOWN CLERK'S OFFICE
CROMWELL, CONN.

Flora Prendergast, Aust.
TOWN CLERK

MINUTES

Present: Mayor E. Faienza, Deputy Mayor R. Newton, Councilors F. Emanuele,
A. Waters, T. Tokarz, E. Wenners, S. Slade

Absent:

Also Present: Town Manager A. Salvatore, Director of Public Works L. Spina, Engineer
J. Harriman, Chief of Police D. LaMontagne, Captain K. VanderSloot, Animal Control
Officer C. Gagnon, Public and Press

A. CALL TO ORDER

Mayor Faienza called the Special Meeting to order at 6:30 p.m.

B. NEW BUSINESS

1. Discussion and action to amend Ordinances.

a. Chapter 60, Sewer Commission

Motion made by R. Newton seconded by E. Wenners and *unanimously carried*
to approve amending the ordinance.

b. Chapter 82, Animals

Discussion followed regarding Counselor Emanuele's request to have cats
licensed.

Motion made by R. Newton seconded by E. Wenners and *unanimously carried*
to approve amending the ordinance.

c. Chapter 137, Food Establishments

Motion made by R. Newton seconded by E. Wenners and *unanimously carried*
to approve amending the ordinance.

d. Chapter 178, Peddling and Soliciting

Motion made by R. Newton seconded by and *unanimously carried* to approve
amending the ordinance.

E. Authorize Mayor to set time and date of Public Hearing.

Motion made by S. Slade seconded by R. Newton and *unanimously carried*
to authorize the Mayor to set time and date of Public Hearing.

2. Discussion and action to approve Job Descriptions

a. ~~Accounting Clerk for Tax and Sewer~~ Job Description title changed to
Assistant Revenue Collector

Motion made by F. Emanuele seconded by T. Tokarz and *unanimously carried* to table.

b. ~~Office Assistant~~ Job Description title changed to Office Assistant/Floater
Motion made by A. Waters seconded by T. Tokarz and *unanimously carried* to table.

C. EXECUTIVE SESSION

Motion made by R. Newton seconded by S. Slade and *unanimously carried* to adjourn to Executive Session at 7:14 p.m.

Town Manager Salvatore, Public Works Director Spina and Town Engineer J. Harriman were invited into Executive Session.

Motion made by T. Tokarz seconded by F. Emanuele and *unanimously carried* to come out of Executive Session at 7:59 p.m.

1. Strategy Real Estate

- a. Acquisition of Properties
- b. Sale of Town Properties
- c. Action if necessary

Acquisition of Properties

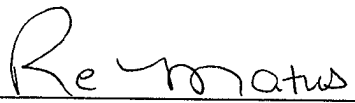
- a. **Motion** made by R. Newton seconded by T. Tokarz and *unanimously carried* to authorize the Town Manager to move on acquiring the property at 60-61 River Road on the Town's behalf for the price of \$250,000.

No action taken on other items.

D. ADJOURN

Motion made by S. Slade seconded by F. Emanuele and *unanimously carried* to adjourn the Special Meeting at 8:02 p.m.

Respectfully submitted,



Re Matus
Secretary