

TOWN OF CROMWELL
TOWN COUNCIL
REGULAR MEETING
WEDNESDAY JUNE 8, 2016
7:00 PM TOWN HALL ROOM 224/5

RECEIVED FOR FILING
6-3 20 16 at 11:16 M.
TOWN CLERK'S OFFICE
CROMWELL, CONN.

Jean Abigail
TOWN CLERK

AGENDA

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. APPROVAL OF AGENDA
- D. COMMISSION CHAIRMAN REPORTS/LIASON REPORT
- 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
- K. FINANCIAL
 - 1. Budget Reports
 - 2. Tax Refunds
 - 3. Discussion and action to approve Interdepartmental Transfers within the 2015-16 budget.
- L. STAFF REPORTS
 - Economic Developer Stuart Popper, written report.
- M. UNFINISHED BUSINESS
 - 1. Continue discussion and possible action on Solid Waste Report. - Tabled
 - 2. Discussion and possible action on street light conversion. -Tabled
 - 3. To consider and act upon Library Expansion Project. -Tabled
- N. NEW BUSINESS
 - 1. Discussion and action to release of fines on 2 Wightman Place, which is now town owned property.
 - 2. Discussion and action to authorize Town Manager to take steps to sell 2 Wightman Place.
 - a. Authorize Mayor to set time and date of Special Town Meeting, if necessary.
 - 3. Discussion and action to amend Chapter 99 of the Cromwell Code, Building Construction.
 - a. Authorize Mayor to set the time and date of a Public Hearing.
 - 4. Discussion and action to amend chapters 146, 150 and 151 of the Cromwell Code, Health.
 - a. Authorize Mayor to set the time and date of a Public Hearing.
 - 5. Discussion and action on Town Manager's recommendation to charge out of town seniors for using our center.

6. Discussion and action to suspend Shadow Hill Farm (property behind Sav-Mor down to Shadow Lane) liens for a period of three years from date of sale.
 7. Discussion and action to authorize Town Manager to sign MOU between Cromwell and Middletown Health Departments.
 8. Discussion and action on Town Manager's recommendation for General Wage Increases for Exempt Personnel, Elected Officials and Part-Time Employees.
- O. APPROVAL OF MINUTES**
1. May 11, 2016 Regular Meeting
- P. RESIGNATIONS**
- Q. APPOINTMENTS**
- R. TOWN COUNCIL COMMISSION LIAISON REPORTS**
- S. EXECUTIVE SESSION**
1. Discuss the lease sale or purchase or acquisition of real estate by the Town of Cromwell.
 - a. Action if necessary.
- T. 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 or 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 12

JOURNAL DETAIL 2016 1 TO 2016 13

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
002 TOWN CLERK'S OFFICE	-288,300	0	-288,300	-228,083.33	-60,216.67	79.1%
021 TAX COLLECTOR	-40,523,965	0	-40,523,965	-40,685,092.28	161,127.28	100.4%
022 ASSESSOR'S OFFICE	-600	0	-600	-490.00	-110.00	81.7%
030 PUBLIC WORKS ADMIN.	-75,300	0	-75,300	-27,090.55	-48,209.45	36.0%
033 BUILDING INSPECTION	-150,050	0	-150,050	-118,088.30	-31,961.70	78.7%
040 POLICE DEPARTMENT	-76,500	0	-76,500	-85,940.21	9,440.21	112.3%
042 ANIMAL CONTROL	-1,000	0	-1,000	-450.00	-550.00	45.0%
050 HEALTH DEPARTMENT	-28,100	0	-28,100	-8,930.00	-19,170.00	31.8%
053 SENIOR SERVICES	-2,000	0	-2,000	-638.00	-1,362.00	31.9%
054 YOUTH SERVICES	-4,830	0	-4,830	-1,640.00	-3,190.00	34.0%
060 RECREATION DEPARTMENT	0	0	0	-100.00	100.00	100.0%
061 LIBRARY	-9,000	0	-9,000	-8,726.09	-273.91	97.0%
206 BOARDS & COMMISSIONS	-7,750	0	-7,750	-3,974.89	-3,775.11	51.3%
207 STATE OF CONNECTICUT	-5,185,513	0	-5,185,513	-5,049,714.29	-135,798.71	97.4%
208 MISCELLANEOUS SOURCES	-385,026	0	-385,026	-443,887.42	58,861.42	115.3%
999 FUND BALANCE	-1,005,793	0	-1,005,793	.00	-1,005,793.00	.0%
GRAND TOTAL	-47,743,727	0	-47,743,727	-46,662,845.36	-1,080,881.64	97.7%

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

TOWN OF CROMWELL, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2016 12

JOURNAL DETAIL 2016 1 TO 2016 13

	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001 TOWN MANAGER'S OFFICE	264,114	0	264,114	215,544.28	3,190.90	45,378.82	82.8%
002 TOWN CLERK'S OFFICE	225,120	0	225,120	176,159.90	7,417.82	41,542.28	81.5%
003 REGISTRAR OF VOTERS	71,466	0	71,466	65,121.61	1,715.67	4,628.72	93.5%
004 PLANNING COMMISSION	3,225	0	3,225	2,581.38	62.97	580.65	82.0%
005 ECONOMIC DEVELOPMENT	20,400	0	20,400	4,877.51	66.00	15,456.49	24.2%
006 BOARD OF FINANCE	1,650	0	1,650	949.53	.00	700.47	57.5%
008 CHARTER REVISION COMM	2	0	2	68.24	.00	-66.24	3412.0%
009 BOARD OF ASSESSMENT APPEALS	1,250	0	1,250	559.55	.00	690.45	44.8%
010 ZONING BOARD OF APPEALS	1,535	0	1,535	912.60	17.97	604.43	60.6%
011 INLAND WETLANDS	2,185	0	2,185	1,287.35	.00	897.65	58.9%
012 COMM. FOR DISABLED PEOPLE	100	0	100	.00	.00	100.00	.0%
013 DONATIONS AND DUES	39,820	0	39,820	39,380.31	.00	439.69	98.9%
014 TOWN COUNCIL	32,925	0	32,925	31,953.78	.00	971.22	97.1%
015 LEGAL EXPENSE	175,081	0	175,081	150,705.52	28,844.98	-4,469.50	102.6%
016 CENTRAL SERVICES	142,300	0	142,300	107,501.92	20,835.11	13,962.97	90.2%
017 INSURANCE EXPENSE	556,347	0	556,347	524,715.35	1,188.00	30,443.65	94.5%
018 GENERAL EXPENSE	857,343	756,818	1,614,161	1,605,134.87	2,305.00	6,721.13	99.6%
019 DEVELOPER/PLANNER	136,669	0	136,669	121,418.66	.00	15,250.34	88.8%
020 FINANCE DEPARTMENT	376,454	0	376,454	303,559.40	3,364.97	69,529.63	81.5%
021 TAX COLLECTOR	167,992	0	167,992	137,311.26	6,910.87	23,769.87	85.9%
022 ASSESSOR'S OFFICE	221,964	0	221,964	191,974.05	4,831.96	25,157.99	88.7%
030 PUBLIC WORKS ADMIN.	246,164	0	246,164	208,213.00	4,079.80	33,871.20	86.2%
031 ENGINEERING	202,680	0	202,680	169,855.84	10,085.86	22,738.30	88.8%
032 SOLID WASTE REMOVAL	593,452	0	593,452	433,951.94	110,911.02	48,589.04	91.8%
033 BUILDING INSPECTION	212,897	0	212,897	177,957.11	74.72	34,865.17	83.6%
034 HIGHWAY DEPT.	1,247,137	0	1,247,137	874,705.19	244,254.59	128,177.22	89.7%
035 BUILDING MAINTENANCE	565,863	0	565,863	426,263.57	32,146.69	107,452.74	81.0%
036 PARKS & GROUNDS	366,271	0	366,271	303,728.37	9,297.81	53,244.82	85.5%
037 PUBLIC WORKS-OTHER	496,376	0	496,376	337,259.50	89,736.21	69,380.29	86.0%
038 VEHICLE MAINTENANCE	338,122	0	338,122	257,008.94	9,301.23	71,811.83	78.8%
040 POLICE DEPARTMENT	3,200,019	0	3,200,019	2,661,534.44	10,558.03	527,926.53	83.5%
041 EMERGENCY MANAGEMENT	19,950	0	19,950	13,516.00	.00	6,434.00	67.7%
042 ANIMAL CONTROL	82,877	0	82,877	71,393.95	.00	11,483.05	86.1%
050 HEALTH DEPARTMENT	163,608	0	163,608	141,896.06	7,535.21	14,176.73	91.3%
051 HUMAN SERVICES	106,289	0	106,289	94,771.61	1,84.42	11,332.97	89.3%
053 SENIOR SERVICES	89,582	0	89,582	73,212.09	5,857.54	10,512.37	88.3%
054 YOUTH SERVICES	106,540	0	106,540	83,819.68	3,355.30	19,365.02	81.8%
055 TRANSPORTATION SERVICES	113,428	0	113,428	85,393.95	330.95	27,703.10	75.6%
060 RECREATION DEPARTMENT	264,928	0	264,928	194,565.84	284.56	70,077.60	73.5%
061 LIBRARY	568,710	0	568,710	501,464.72	7,986.66	59,258.62	89.6%
070 BONDED DEBT	3,882,952	0	3,882,952	1,605,147.51	.00	2,277,804.49	41.3%
080 EMPLOYEE BENEFITS	3,212,623	0	3,212,623	2,977,794.01	15,362.61	219,466.38	93.2%
090 BOARD OF EDUCATION	28,275,237	0	28,275,237	22,060,591.81	.00	6,214,645.19	78.0%
119 DEVELOPMENT COMPLIANCE	88,570	0	88,570	87,053.53	370.32	1,146.15	98.7%

TOWN OF CROMWELL, CT

YEAR-TO-DATE BUDGET REPORT



FOR 2016 12

JOURNAL DETAIL 2016 1 TO 2016 13

120 CONSERVATION COMMISSION	ORIGINAL APPROP	TRANSFRS/ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
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120 CONSERVATION COMMISSION	1,510	0	1,510	285.00	.00	1,225.00	18.9%
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GRAND TOTAL	47,743,727	756,818	48,500,545	37,523,100.73	642,465.75	10,334,978.52	78.7%
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** END OF REPORT - Generated by marianne sylvester **

Condition(s) : Bill Dist/Susp/Bank Address	Name Address	Prop Loc/Vehicle Info. UniqueID/Reason	Paid Date	Tax	Int	L/F	Total Adjusted	Overpaid Tax
2014-01-0000564	BRANCIFORTE JOSEPH J & DOROTHY 5 LONG GREEN TERRACE CROMWELL CT 06416	5 LONG GREEN TERRACE 08 10503500	4/25/2016	8,077.94 8,128.40	0.00 0.00	0.00 0.00	8,077.94 8,128.40	-50.46
2014-01-0001437	DICOSTANZO CAREY 113F COUNTRY SQUIRE DRIVE CROMWELL CT 06416	Sec. 12-129 Refund of Excess Payments. 113F COUNTRY SQUIRE DRIVE 11F 00251300	2/19/2016	2,955.42 3,402.02	0.00 0.00	0.00 0.00	2,955.42 3,402.02	-446.60
92	GRIFFITH TERESA F 14 HICKSVILLE RD CROMWELL CT 06416	Sec. 12-129 Refund of Excess Payments. 14 HICKSVILLE ROAD 00333400	5/4/2016	3,856.70 3,937.74	0.00 0.00	0.00 0.00	3,856.70 3,937.74	-81.04
2014-01-0003320	MARCHINKOSKI DAVID & BETH 17 BOW LANE CROMWELL CT 06416	Sec. 12-129 Refund of Excess Payments. 17 BOW LANE 00237300	5/26/2016	7,938.70 8,127.70	0.00 0.00	0.00 0.00	7,938.70 8,127.70	-189.00
15		Sec. 12-129 Refund of Excess Payments.						
TOTAL				22,828.76 23,595.86	0.00 0.00	0.00 0.00	22,828.76 23,595.86	-767.10

TOWN OF CROMWELL

DATE: MAY 24, 2016
TO: TOWN MANAGER ANTHONY SALVATORE
FROM: MARIANNE SYLVESTER, FINANCE DIRECTOR
RE: INTERDEPARTMENTAL TRANSFERS

I would like to request Town Council and Board of Finance approval for the following interdepartmental transfers.

From: Employee Benefits	\$35,000
To: Legal Expense	\$35,000

To cover anticipated deficits in Labor Relations, Town Attorney, and Special Counsel.

From: General Expense-Contingency	\$300
To: Charter Revision	\$300

For Charter Revision commission clerk.

Thank you.

Marianne Sylvester
Marianne Sylvester
5/24/16

To: Town Council
From: Stuart B. Popper Director of Planning and Development
Date: May 25, 2016
Re: Economic Development Coordinator Report for June

1. Economic Development

Advanced Auto Parts will be submitting an application in June for the Cobblestone Plaza site. I met with realtors working on single and multi-family development proposals. I continued to work with the CMA on the 4th Annual Memorial Day Car Show.

2. Planning and Zoning Commission

At its regular meeting on May 3, 2016 the Town of Cromwell Planning and Zoning Commission met and took the following actions:

- Issued a positive report on the Section 8-24 Mandatory Referral for the Town of Cromwell Fire District Water Division Raymond Place Neighborhood Water Project.
- Approved Application # 04-47: Request to Change the name of the Permit Holder to the Town of Cromwell (Use Permit for Temporary Storage of Equipment and Material) at 60 River Road. Marino Crane was the Applicant and Owner. The Town of Cromwell is now the Applicant and Owner.
- Approved with a condition Application # 16-16: Request for Site Plan Modification to add an LED lighting strip to the Chili's Restaurant building at 4 Sebeth Drive. National Sign Corporation is the Applicant and IRNM FEE Cromwell LLC is the Owner.

3. Nike Site Court Appeal

I prepared the court record for the appeal of 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 (aka Parcel Identification # 0033600) at the end of Country Squire Drive.

4. Coles Road LOTCIP Application

I inspected Coles Road with Jon Harriman and started to research bike and pedestrian issues that needed to be addressed in the application. I attended the Coles Road LOTCIP Application Public Hearing/Outreach meeting at 6:30 pm on Wednesday May 11, 2016.

5. Connecticut Brownfields Conference

I attended the Connecticut Brownfields Conference at the Connecticut Convention Center on Tuesday May 17, 2016.

6. Business Visitations

We met with the owners and staff at Tel Serv at 7 Progress Drive and at Garden's Dream Farm at 610 Main Street at 9:00 and 10:00 am on Wednesday May 18, 2016. Great visits!

7. Board of Education Safe Routes to School Sub Committee

I attended the Board of Education Safe Routes to School Sub Committee meeting at 6:00 pm Thursday May 19, 2016 at the Cromwell High School.

Memo

May 23, 2016

**To: Anthony Salvatore,
Town Manager**

From: W. Bell, DOH

RE: Request release of fines on 2 Wightman Place

This is a blighted property that has accumulated fines of more than \$155,000. The tax sale on this property had no bidders to purchase the property. The Town now owns the property.

I am requesting that the accumulated fines be released to allow for the sale of the property.

The sale price would strive to include back taxes, attorney fees, etc.

TO: Anthony J. Salvatore, Town Manager and Town Council Members

FROM: Dave Jolley, Building Official

RE: Basic Summary of CHA.99 Plan Review Fees, Building Permit Fees, and Final Certificate Fees.

Please find the following requested changes to "Chapter 99 Building Construction" for your review. The fee schedule presently in place was adopted by the Board of Selectman on March 13, 1991. Since that time, costs of operation as well as additional permit considerations have made it necessary to request the following modifications.

Please Note the Following:

- *Twenty Towns with similar populations were used for the fee study (See Attached).*
- *Neighboring Towns were also reviewed (See Attached).*
- *Miscellaneous language additions and deletions are also indicated. An example of a deletion is: The word or words are ~~struckout~~. An example of an addition or new information is: Shown in underline.*

1) PLAN REVIEW FEES

A) Residential Construction – This includes all permits new and existing dwellings.

- 1) Presently: \$10.00/Dwelling
- 2) Proposed: Minimum \$50.00/Dwelling

B) All other Construction

- 1) Presently: \$50.00 - \$150.00 based on Sq. Feet
- 2) Proposed: \$200.00

C) Resubmitted plans: Minimum \$200.00

2) BUILDING PERMIT FEES

The average for the 1st thousand is \$21.02. The average after the 1st thousand and any part thereof is \$13.10.

- We presently charge: \$15.00/1st thousand
- We are proposing a change to: \$20.00/1st thousand
- We presently charge : \$10.00/thousand after the 1st thousand
- We are proposing a change to: \$15.00/thousand after the 1st thousand

3) FINAL CERTIFICATE FEES

- 1) We presently charge: \$10.00
- 2) We are proposing a change to: \$20.00

Note: It would be left up to the Building Official to deem whether the Plan Review Fee and Final Certificate Fee are applicable.

PROPOSED

Chapter 99. Building Construction

[HISTORY: Adopted by the Board of Selectmen of the Town of Cromwell 8-3-1976.
Amendments noted where applicable.]

CHARTER REVISION

Effective with the general election held in November 2013, the Town changed to a Town Council/Town Manager form of government. According to Charter §11.04, any references in Town ordinances to the "First Selectman" or to the "Board of Selectmen" shall now be deemed to refer to the "Town Manager" or the "Town Council," as appropriate.

GENERAL REFERENCES

Housing standards – See Ch. 151
Sewers – See Ch. 193.
Streets and sidewalks - See Ch. 204.

§99-1. Adoption of standards by reference.

The Town of Cromwell hereby adopts as its Building Code the Connecticut State ~~Basic~~ Building Code as it now exists and as it may hereafter be amended by the State Building Inspector and ~~State Building Code Standards Committee~~ The Codes and Standards Committee.

§99-2. Fees.

(Delete A, B, C, D and E in their entirety and replace with the new language and fee numbers A, B, C, D and E).

A. Building Permits Valuations: The applicant for a permit shall provide an estimated permit value at the time of application. Permit valuations shall include total value of work, including materials and labor, for which the permit is being issued. If, in the opinion of the Building Official, the valuation is underestimated on the application, the permit shall be denied, unless the applicant can show detailed estimates to meet the approval of the Building Official. Final building permit valuation shall be set by the Building Official.

B. Plan Review: The following fees as set forth for plan review shall be paid to the Town of Cromwell prior to the acceptance of a permit application and/or construction documents. It shall be the duty of the Building Official to deem whether the minimum plan review fee is applicable. The Building Official shall determine if any project may be sent out for plan review. All costs will be assumed by the permittee. The plan review agency shall be approved by the Building Official.

1) Schedule of fees for plan review:

a) Residential Construction: Detached one- and two-family dwelling and multiple single-family dwellings (townhouses) not more than three stories above grade plane with a separate means of egress and their accessory structures, including all mechanicals, additions, renovations: Minimum \$50.00 per dwelling.

b) All construction other than residential: Minimum \$200.00.

2) Resubmitted Plans and Construction Documents: Minimum \$100.00. It shall be the duty of the Building Official to deem whether resubmitted plans may be subject to the minimum fee. The fee is to be paid prior to the next submission of plans for review.

C. Permit Fees: A permit shall not be valid until the following fees have been paid.

1) Standard fee for all permits: \$20.00 for the first thousand or fraction thereof.

2) Standard fee for all permits after the first thousand is \$15.00 per thousand or fraction thereof.

D. Final Certificates: The following certificates shall not be issued until the fees as set forth have been paid to the Town of Cromwell. It shall be the duty of the Building Official to deem whether the following certificate fees are applicable.

1) Certificate of Approval: \$20.00

2) Certificate of Occupancy: \$20.00

E. Related Fees: The payment of the fee for the construction, alteration, removal or demolition for work done in connection with or concurrently with the work authorized by a building permit shall not relieve the applicant or holder of the permit from the payment of other fees that are prescribed by law. Fees including but not limited to, those for additional permits, reinspections, investigations, shall be paid prior to issuance of a Certificate of Approval or a Certificate of Occupancy. It shall be the duty of the Building Official to determine whether any related fee is applicable and the corresponding dollar amount associated with it.

F. Waiver of fees for municipal projects.

[Added TC 6-16-2014]

1) The Chief Building Official or his designee shall waive any of the building permit fees set forth in ~~§99-2C, D and E~~ §99-2B, C, D and E for any permits to be issued to a Town of Cromwell department or to the Cromwell Board of Education.

2) The State of Connecticut education fee cannot be waived and must be paid by the municipality or the Board of Education.

3) The waiver of fees does not apply to the Cromwell Fire District or to the Mattabassett Regional Sewer District.

§99-3. Building permit application procedure.

A. Application to the office of the Building Official for the permits, set forth in §99-3 hereof, shall be on the form prescribed by the office of the Building Official and in accordance with procedures established by that office.

- B. All permits issued are subject to any conditions imposed in the application and may be subject to revocation for violations thereof.
- C. Premises on which taxes are delinquent. No application for a building permit or a certificate of occupancy ~~or driveway excavation permit~~ shall be approved for premises on which taxes are delinquent except in accordance with Chapter 213 of the Cromwell Town Code. For purposes of this section, delinquent taxes are defined in Chapter 213, § 213-2 [Added BOS 1-10-1996; amended BOS 1-10-2012^[1]]
 [1] Editor's Note: This ordinance, which provided an effective date of 12-10-1996, also repealed former Subsection D, Denial of permit, added BOS 1-10-1996, which immediately followed.

§99-4. Refunds of fees.

- A. Application for a refund of any fee paid hereunder shall be made, in writing, to the office of the Building Official, specifying the reason for the refund. After review of such application, the office of the Building Official shall make a recommendation, in writing, to the Town Council for action thereon.
 [Amended TC 6-16-2015]
- B. Refunds will be considered on an individual basis by the Town Council with respect to permits if application for refund is made within six months of the date of their original issuance. No refund application shall be considered after six months from the original permit issuance date.
 [Amended TC 6-16-2014]
- C. Fees for those certificates ~~and permits~~ set forth in §99-2D hereof shall not be refundable. -
- D. In the case of a revocation of a permit or abandonment or discontinuance of a building project, the value of the work actually completed shall be computed by the office of the Building Official, and any excess fee shall be returned to the permit holder, subject to the following conditions:
 - 1.) The maximum refund shall be 70% of the fee paid.
 - 2.) All penalties imposed against the permit holder under the Building Code shall first be deducted from any approved refund.
- E. The Town Council may approve, modify or deny the refund request.
 [Amended TC 6-16-2014]

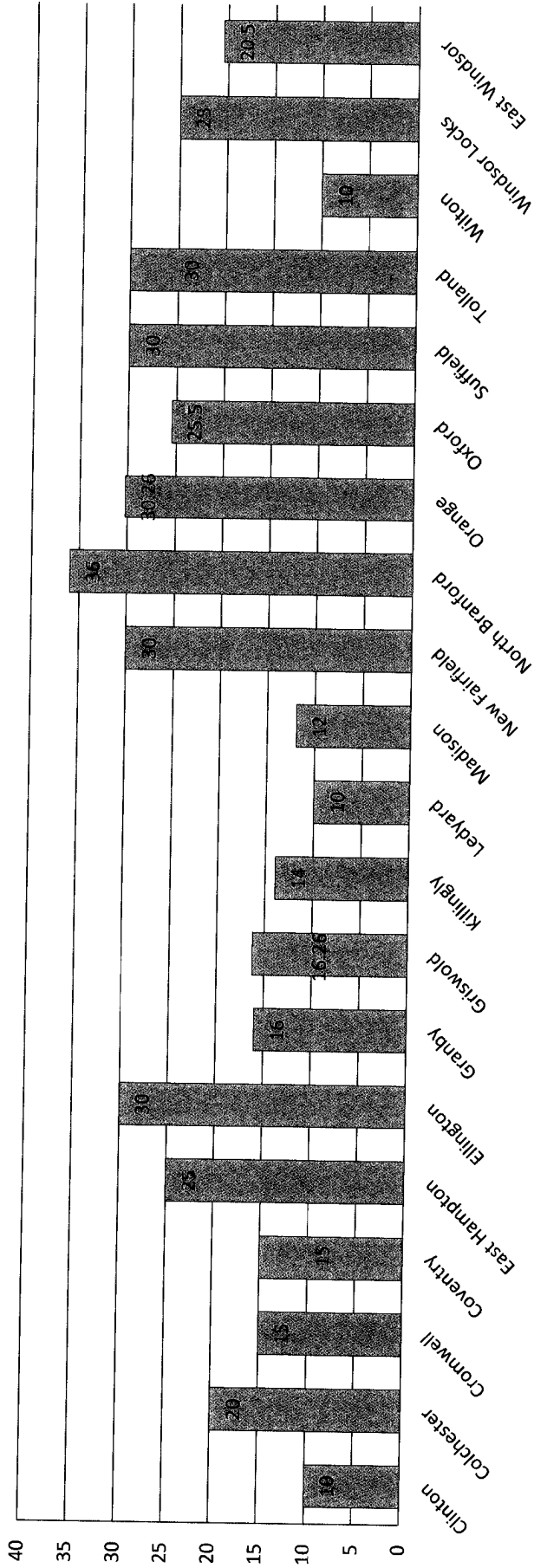
§99-5. Violations and penalties; appeals.

- A. Anyone who shall violate a provision of the ~~Building Code or shall fail to comply with any of the requirements thereof or shall erect, construct, alter or repair a building or structure in violation of any approved plan or directive of the Building Official or of a permit or certificate issued under the provisions of the Building Code~~ Connecticut State Building Code shall be punishable by a fine of not more than \$500. Each day that a violation continues shall be deemed a separate offense.

- B. Any person who shall continue any work in or about the building or structure after having been served with a stop order, except such work as he is directed to perform to remove a violation or unsafe conditions, shall be liable to a fine of not less than \$25 nor more than \$500. Every day that a violation continues shall be deemed a separate offense.
- C. The appeal provisions of Chapter 1, Article I, §1-1B, of this Code shall not apply to violations of the Building Code.
[Added BOS 4-9-1997]

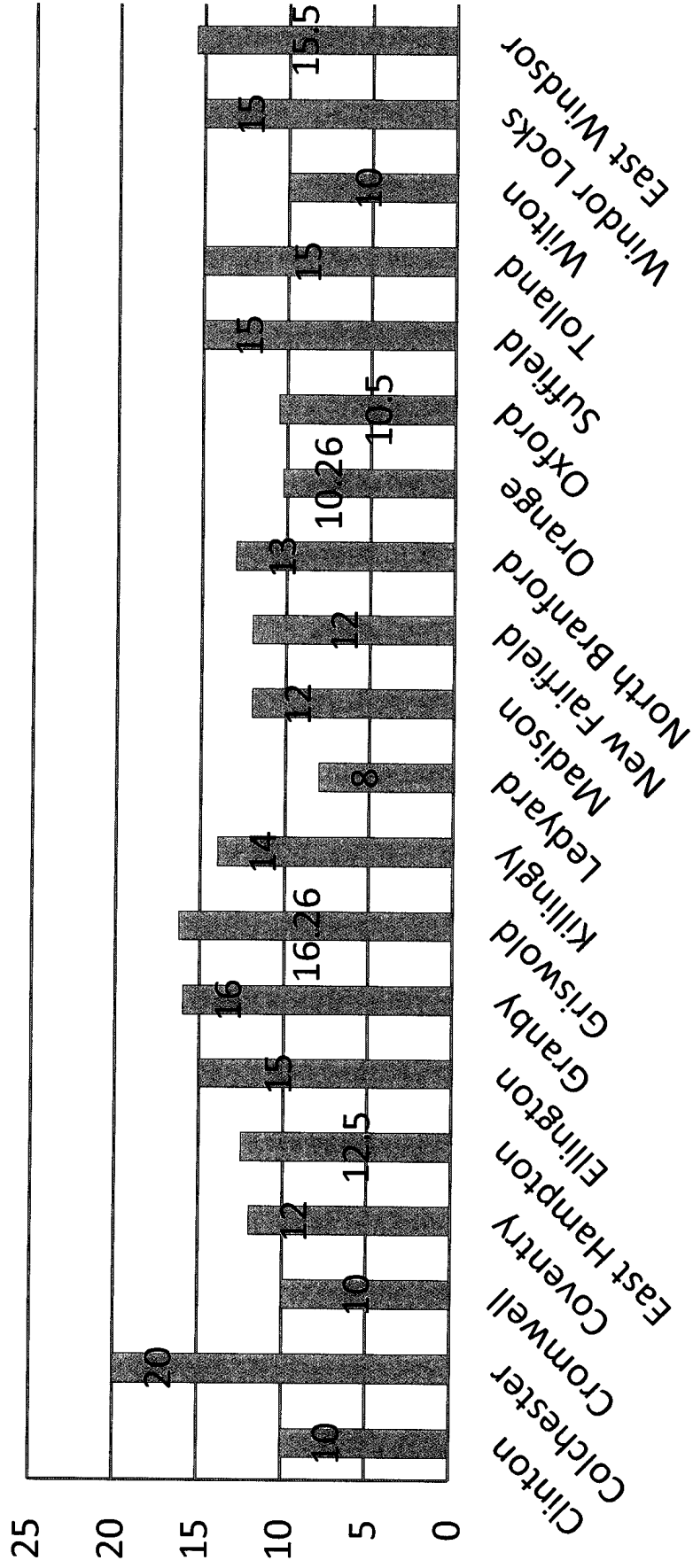
Permit Fee-1st \$1,000

Average 420.52 / 20 = 21.02



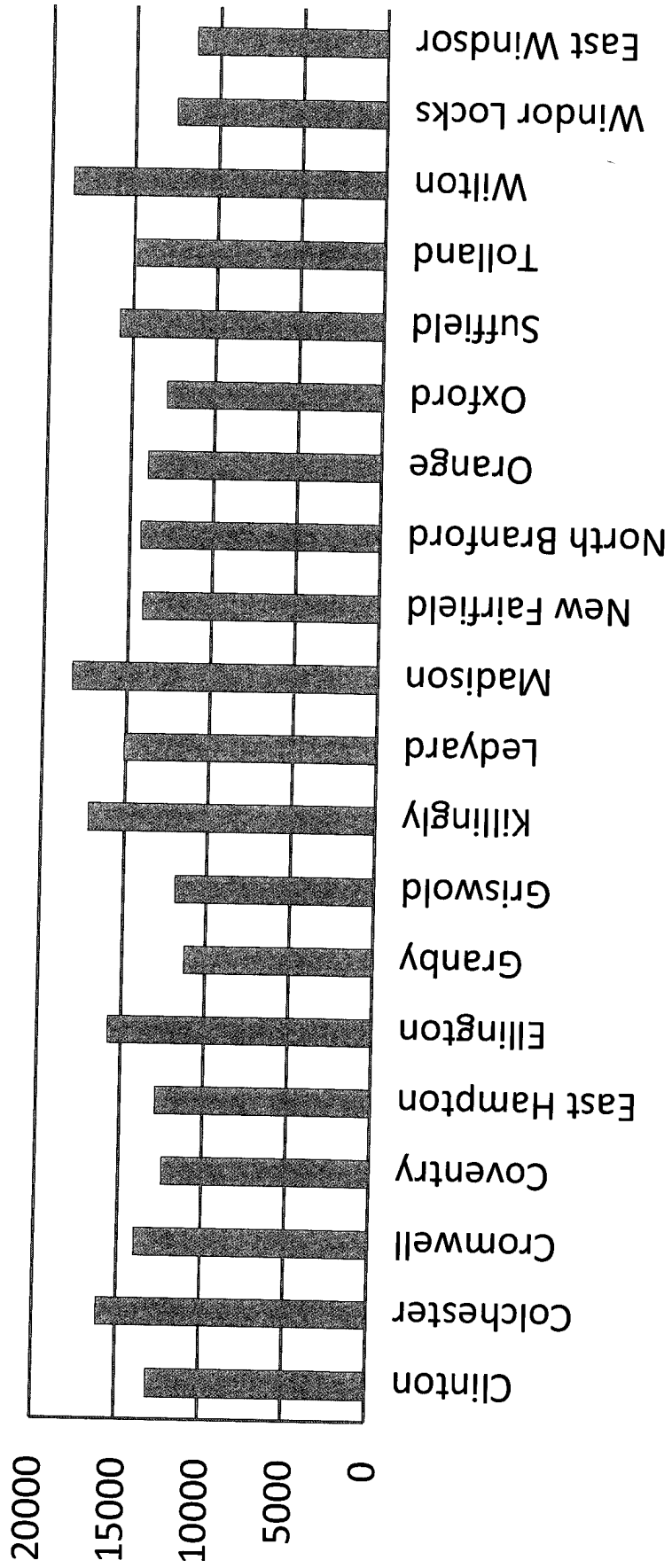
Permit Fee-2nd & Remainder

Average 262.02 / 20 = \$13.10



Population	19,709	47,481	19,866	34,427	20,562	26,668
1st/1,000	\$25.26	\$15.26	\$30/\$1,000 up to \$3,000	\$17.26	\$50 flat up to \$4,000	\$30.26
add'l/1,000	\$16.26	\$14.26	\$15./add'l	same	\$11/over \$4,000	\$16.26
	R o c k y H i l l	M i d d l e t o w n	B e r l i n	G l a s t o n b u r y	N e w i n g t o n	W e t h e r s f i e l d

Population
Average 289,430 / 20 = 14,471



EXISTING TOWN CODE

Town of Cromwell, CT
Friday, May 6, 2016

Chapter 99. Building Construction

[HISTORY: Adopted by the Board of Selectmen of the Town of Cromwell 8-3-1976. Amendments noted where applicable.]

CHARTER REVISION

Effective with the general election held in November 2013, the Town changed to a Town Council/Town Manager form of government. According to Charter § 11.04, any references in Town ordinances to the "First Selectman" or to the "Board of Selectmen" shall now be deemed to refer to the "Town Manager" or the "Town Council," as appropriate.

GENERAL REFERENCES

Housing standards — See Ch. 151.

Sewers — See Ch. 193.

Streets and sidewalks — See Ch. 204.

§ 99-1. Adoption of standards by reference.

The Town of Cromwell hereby adopts as its Building Code the Connecticut State Basic Building Code as it now exists and as it may hereafter be amended by the State Building Inspector and State Building Code Standards Committee.

§ 99-2. Fees.

- A. All fees for structural building permits issued by the office of the Building Official of the Town of Cromwell shall be computed on a volume basis in accordance with a schedule of costs for materials and labor to complete the covered work estimated by the office of the Building Official.
- B. All other building permits issued by the office of the Building Official shall be based upon the cost estimated by the office of the Building Official for materials and labor to complete the covered work.
- C. The following permits shall not be issued until the fees as set forth have been paid to the Town of Cromwell:
[Amended 3-13-1991]
 - (1) Standard fee for all permits: \$15 per first \$1,000 or fraction thereof.
 - (2) Fees set after the first \$1,000 or fraction thereof shall be as follows:
 - (a) Building permits: \$10 per \$1,000 or fraction thereof.
 - (b) Electrical permits: \$10 per \$1,000 or fraction thereof.
 - (c) Plumbing permits: \$10 per \$1,000 or fraction thereof.
 - (d) Heating, ventilation and air-conditioning permits: \$10 per \$1,000 or fraction thereof.
 - (e) Sign permits: \$10 per \$1,000 or fraction thereof.
 - (f) Burner permits: \$10 per \$1,000 or fraction thereof.
 - (g) Moving of buildings permits: \$10 per \$1,000 or fraction thereof.

- (h) Demolition permits: \$10 per \$1,000 or fraction thereof.
 - (i) Swimming pool permits: \$10 per \$1,000 or fraction thereof.
- D. The following permits and certificates shall not be issued until the fees as set forth have been paid to the Town of Cromwell:
[Amended 3-13-1991]
- (1) Certificate of occupancy:
 - (a) One- and two-family dwelling: \$10.
 - (b) Multifamily dwelling: \$15.
 - (c) All other construction other than residential: \$20.
 - (2) Septic system permits: \$25.
 - (3) Re-inspection: \$10.
- E. The following fees as set forth for plan review shall be paid to the Town of Cromwell prior to the acceptance of any permit application. It shall be the duty of the Building Official to deem whether the plan review process applies or does not apply to submitted projects.
[Added 3-13-1991]
- (1) Schedule of fees for plan review:
 - (a) Residential construction:
 - [1] One- or two-family dwelling: \$10 per unit.
 - [2] Multifamily dwelling: \$50 for the first 10 units; add \$1 per each additional unit above 10.
 - (b) All construction other than residential:
 - [1] All projects may be assessed at an hourly plan review rate beyond the minimum set fees.
 - [2] Projects less than 10,000 square feet will be assessed accordingly: minimum fee of \$50.
 - [3] Projects more than 10,000 square feet will be assessed accordingly: minimum fee of \$100.
 - [4] Projects more than 100,000 square feet will be assessed accordingly: minimum fee of \$150.
 - [5] Projects of a substantially large nature or that require technical review (i.e., engineer, architect, etc.) may be sent out for plan review, and all costs will be assumed by the owner of the project.
 - (2) Rejected plans during the plan review process may be subject to reassessment upon the next submission of plans for review.
- F. Waiver of fees for municipal projects.
[Added TC 6-16-2014]
- (1) The Chief Building Official or his designee shall waive any of the building permit fees set forth in § 99-2C, D and E for any permits to be issued to a Town of Cromwell department or to the Cromwell Board of Education.
 - (2) The State of Connecticut education fee cannot be waived and must be paid by the municipality or the Board of Education.
 - (3) The waiver of fees does not apply to the Cromwell Fire District or to the Mattabassett Regional Sewer District.

§ 99-3. Building permit application procedure.

A.

Application to the office of the Building Official for the permits, set forth in § 99-2 hereof, shall be on the form prescribed by the office of the Building Official and in accordance with procedures established by that office.

- B. All permits issued are subject to any conditions imposed in the application and may be subject to revocation for violations thereof.
- C. Premises on which taxes are delinquent. No application for a building permit, certificate of occupancy or driveway excavation permit shall be approved for premises on which taxes are delinquent except in accordance with Chapter 213 of the Cromwell Town Code. For purposes of this section, delinquent taxes are defined in Chapter 213, § 213-2 [Added BOS 1-10-1996; amended BOS 10-12-2012^[1]]

[1] *Editor's Note: This ordinance, which provided an effective date of 12-10-2012, also repealed former Subsection D, Denial of permit, added BOS 1-10-1996, which immediately followed.*

§ 99-4. Refunds of fees.

- A. Application for a refund of any fee paid hereunder shall be made, in writing, to the office of the Building Official, specifying the reason for the refund. After review of such application, the office of the Building Official shall make a recommendation, in writing, to the Town Council for action thereon.
[Amended TC 6-16-2014]
- B. Refunds will be considered on an individual basis by the Town Council with respect to permits if application for refund is made within six months of the date of their original issuance. No refund application shall be considered after six months from the original permit issuance date.
[Amended TC 6-16-2014]
- C. Fees for those certificates and permits set forth in § 99-2D hereof shall not be refundable.
- D. In the case of a revocation of a permit or abandonment or discontinuance of a building project, the value of the work actually completed shall be computed by the office of the Building Official, and any excess fee shall be returned to the permit holder, subject to the following conditions:
 - (1) The maximum refund shall be 70% of the fee paid.
 - (2) All penalties imposed against the permit holder under the Building Code shall first be deducted from any approved refund.
- E. The Town Council may approve, modify or deny the refund request.
[Amended TC 6-16-2014]

§ 99-5. Violations and penalties; appeals.

- A. Any person who shall violate a provision of the Building Code or shall fail to comply with any of the requirements thereof or shall erect, construct, alter or repair a building or structure in violation of any approved plan or directive of the Building Official or of a permit or certificate issued under the provisions of the Building Code shall be punishable by a fine of not more than \$500. Each day that a violation continues shall be deemed a separate offense.
- B. Any person who shall continue any work in or about the building or structure after having been served with a stop order, except such work as he is directed to perform to remove a violation or unsafe conditions, shall be liable to a fine of not less than \$25 nor more than \$500. Each day that a violation continues shall be deemed a separate offense.
- C. The appeal provisions of Chapter 1, Article I, § 1-1B, of this Code shall not apply to violations of the Building Code.
[Added BOS 4-9-1997]

Bell, Wesley

From: Bell, Wesley
Sent: Monday, May 02, 2016 1:22 PM
To: Town Manager; Matus, Re
Cc: Bell, Wesley
Subject: FW: Health Code Change
Attachments: 05022016131436.pdf

Chief:

Attached proposed code changes:

- Septic tank pumping
- Landlord registration
- Outdoor wood furnaces prohibition

Any changes let me know

Wes

Wesley Bell, RS, MS, MPH
Director of Health

Suggested Cromwell Code Changes

Septic tank pumping:

Approximately 20% of the residences in town are serviced by septic systems, this represents 1140 homes. If home owners were required to pump their systems every 3 years this would help extend the life expectancy of their septic systems and reduce the potential for sewage exposure to the community. Proper pumping would help reduce the maintenance cost expense of replacing their septic system. An inspection of the system could also be required at the time of sale by a licensed third party inspector. A \$50.00 fee would be assessed for the tracking of inspection information including data of inspection and service provided,

Copy of the proposed code attached.

146-14 Septic System Maintenance.

All on-site sewage disposal systems located within the town shall be pumped-out and a septic tank inspection performed by a licensed septic cleaner or septic system installer not less than once in every five-year period and at the time of the sale of or transfer of the property. During the septic tank inspection, if it is determined that the septic tank requires the addition of risers or repair of the baffles, this work shall be done within ninety (90) days from the date of notification by the town. The septic tank cleaner or septic system installer shall provide required information to the director of health on forms provided by the director of health for input into the town's database. The inspection form shall be submitted to the director of health within thirty (30) days of the pump-out. The director of health in the exercise of his/her discretion may require more frequent pump-outs for those on-site sewage disposal systems which he/she believes warrants more frequent maintenance. Properties which may require more frequent maintenance include, but are not limited to, food service establishments, marinas, institutional establishments, day care facilities and multi-family dwellings. More frequent pumping may be required if the septic tank or cesspool is undersized for the use. Conversely, the director of health may waive the required pump-out frequency if he/she determines that a pump-out is not necessary every three (3) years. The director of health shall have the right to oversee said pump-out and conduct or observe an inspection. A \$50.00 fee will be charge for maintaining and tracking the inspection information including dates of inspection and services provided.

Suggested Cromwell Code Changes

Landlord registration:

Land lords are required to register their rental property at this time. : An annual fee should be charge for tracking the location and contact information for the property owner(s). When tenants have problems or concerns they often contact the town departments to require the property owners to rectify the problem. This often takes considerable staff time. If correct contact information is not available tenants may have to go without heat, hot water or electricity for an extended period of time.

44% of all complaints are related to residential property, including rental properties.

We are aware that there are 181 rental properties that have registered with the town. A biannual fee of \$50.00 should be charged for maintaining the contact information. .

A copy of the suggested code is attached.

CHAPTER 150. LANDLORD REGISTRATION

150-6. Require registration.

E. A \$50.00 fee should be assessed for the tracking of contact information and annual updating owner address and contact information.

151-46

Outdoor wood-burning furnaces prohibited; definitions.

- A. Outdoor wood-burning furnaces are prohibited in the Town of Cromwell.
- B. As used in this chapter, the following terms shall have the meanings indicated:

OUTDOOR WOOD-BURNING FURNACE

1. An accessory structure or appliance designed to be located outside of living space used for human habitation and designed to transfer or provide heat, via liquid or other means, through the burning of wood or solid waste, for heating spaces other than where such structure or appliance is located, or any other structure or appliance on the premises, or for heating domestic, swimming pool, hot tub or Jacuzzi water
2. "Outdoor wood-burning furnace" does not include a fire pit, wood-fired barbecue or chiminea.
3. Outdoor wood-burning furnaces installed prior to the date of this code are exempted.

Salvatore, Anthony

From: Sienna, Douglas
Sent: Thursday, June 02, 2016 12:12 PM
To: Salvatore, Anthony
Subject: Shadow Hill Farm Sale

Tony,

As per our discussion concerning the sale of Shadow Hill Farm. John Watts contacted me concerning the Above property as to what are the outstanding taxes.

As of June 1, 2016

Taxes /Interest	11,803.56
Legal Fees	3,012.40
Total Taxes due	14,815.96 minimum amount due
Inland/wetlands liens	70,266.62
Grand Total	85,082.58 Valid to June 30,2016

Property will be sold with the understanding that remediation has to be completed within three years of date of sale, for all outstanding fines to be waived. However, If remediation is not completed all past fees will be the responsibility of the owner plus additional fees that would have occurred during the three years allowed.

Cromwell will not be responsible for any legal fees pertaining to this sale. All legal fees will be the responsibility of the buyer.

Doug

Cromwell and Middletown Health Departments Memorandum of Understanding

This agreement is made by and between the City of Middletown, Connecticut ("Middletown"), a municipal corporation, and the Town of Cromwell, Connecticut ("Cromwell"), an incorporated town.

Whereas, Middletown and Cromwell both have municipal Health Departments and provide public health services in their respective communities.

Whereas, Middletown and Cromwell employ Directors of Health for their respective municipalities.

Whereas, the Commissioner of the Connecticut Department of Public Health has reviewed and approved both municipalities' selections for a Health Director.

Whereas, both departments provide the essential public health services to their respective residents, as prescribed by the Connecticut Department of Public Health.

Whereas, in accordance with Connecticut General Statutes § 19a-200 and per the directive of the Connecticut Department of Health Public Health Emergency Response Contract deliverable, Middletown and Cromwell enter into this MOU in an effort to set forth a plan of action for coverage should Middletown or Cromwell be without a Director of Health or Acting Director for any period of time.

NOW, THEREFORE, in exchange for the mutual agreements set forth herein, Middletown and Cromwell agree as follows:

By signing this document, Middletown and Cromwell seek to ensure the uninterrupted services to their respective communities and to ensure coverage for the essential services to their communities. Middletown and Cromwell agree that should there be a vacancy, either voluntarily or involuntarily, of the position of Director of Health in either community, both communities agree to assist each other in the event of an absence or incapacitation of the Director of Health.

The assurance of mutual aid set forth herein shall constitute the sole consideration for the performance hereof and neither party shall be obligated to reimburse the other for any action taken or aid rendered hereunder, or for any use of material, damage to equipment or liability incurred which may occur in the course of rendering the mutual aid assistance.

Both Middletown and Cromwell shall make reasonable efforts to provide notice to the other community within 24 hours of a vacancy as described herein. If the vacancy shall last more than six months, representatives from Middletown and Cromwell shall

meet to determine a plan for filling the vacancy, time lines for doing so, and whether new terms of this agreement are necessary given the specifics of the situation and the vacancy. This agreement shall be in effect until another agreement has been reached and reduced to writing.

The MOU is intended to allow for coverage by a neighboring community's Director of Health in the event of a vacancy. However, both Middletown and Cromwell understand that each Director of Health has the primary obligation to their respective communities.

For purposes of this MOU, the 10 Essential Public Health Services shall serve as the framework for the essential services that the neighboring community will help to provide in the event of a vacancy of either communities' Director of Health.

Indemnification Against Losses, Damages, or Liabilities

To the fullest extent permitted by law, both Middletown and Cromwell agree to defend, indemnify, and hold harmless each other, its officials, officers, agents, servants, and employees against any and all liability, judgments, costs, including the cost of defense, expenses, attorney's fees and other loss attributable to claims arising from the performance of services pursuant to this MOU and against all claims or actions based upon or arising out of damage or injury (including death) to persons or property caused by or sustained in connection with any act or omission of either party or their respective officials, officers, servants, agents, or employees in the performance or lack of performance of services required under this contract.

Middletown and Cromwell, their officials, officers, agents, servants, and employees will not be entitled to defense or indemnification under this agreement from the other for any claims arising out of their performance of services that constitute gross negligence or intentional misconduct. This indemnification agreement shall be unlimited as to amount or duration, shall survive termination of this MOU, and shall be binding upon and inure to the benefits of the parties, their successors, assigns, and personal agents and representatives.

It is understood and agreed by the parties that the individual covering as Director of Health in the neighboring community pursuant to this MOU is not an employee of the City or Town in which he/she is performing coverage services and that the individual's actual employer is responsible for such employee's actions.

Insurance

To the extent that immunity does not apply, each party shall bear the risk of its own actions as it does with its day-to-day operations, and determine for itself what kinds of insurance, and in what amounts, it should carry. Each party understands and agrees

**Cromwell and Middletown
Health Departments
Memorandum of Understanding**

that any insurance protection shall in no way limit the responsibility to indemnify, keep, defend, and save harmless the other parties to this MOU.

Termination

This MOU may be terminated for any reason upon 60 days' notice to the other party.

Miscellaneous

1. This MOU shall be binding upon and inure to the benefit of the parties and their respective successors, legal representatives and assigns.
2. In the performance of this MOU, discrimination shall not be permitted by or against any person because of race, color, religious creed, age, sex, marital status, national origin and ancestry, physical disability, gender identity, or any other statutorily protected class, in any manner prohibited by the laws of the United States, the State of Connecticut, the town of Cromwell or the City of Middletown.
3. If any provisions of this MOU shall be held to be invalid for any reason, the remaining provisions of this MOU shall not be affected by such determination and shall remain in full force and effect.
4. This MOU sets forth the entire understanding of the parties with respect to the matters herein, and it may not be changed except by a written document signed by the parties hereto.
5. This MOU, in all respects shall be construed and enforced under the laws of the State of Connecticut.
6. Any and all remedies provided in this agreement shall not be exclusive, but shall be cumulative and are in addition to any and all other remedies available to the parties by law.
7. No waiver of any default or breach shall be a continuing waiver of such, or of any other breach or default.
8. This MOU may be executed in any number of counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same

instrument.

9. This MOU shall not be effective as a contract until duly signed by both parties. The date of execution and effective date of this agreement is the date of signature by the City of Middletown.

In witness whereof, the parties hereto have agreed to set their hands this

_____ day of _____ 2016.

Anthony Salvatore
Town Manager
Town of Cromwell, CT

Daniel T. Drew
Mayor
City of Middletown, CT



Town of Cromwell Office of the Town Manager

Nathaniel White Building
41 West St
Cromwell, CT 06416

Anthony J. Salvatore, Sr.
Town Manager

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

To: Enzo Faienza
Mayor

From: Anthony J. Salvatore, Sr.
Town Manager

Date: May 24, 2016

Re: General Wage Increase to Exempt Personnel

I am requesting that you place on the June Agenda of the Town Council an item for General Wage Increase for Exempt Personnel, Elected Officials and Part-time Personnel.

I did not present my percentage request for Exempt, Elected Officials and Part-time wage increases with the FY 16-17 budget process due to the uncertainty of the State Budget.

I am now prepared to make a request to the Council for their approval.

RECEIVED FOR FILING
5/16 2016 at 3:05 P.M.
TOWN CLERK'S OFFICE
CROMWELL, CONN.

TOWN OF CROMWELL
TOWN COUNCIL
REGULAR MEETING
WEDNESDAY MAY 11, 2016
7:00 PM TOWN HALL ROOM 224/5

Gloria Prendergast, Asst.
TOWN CLERK

MINUTES

Present: Mayor E. Faienza, Deputy Mayor R. Newton, E. Wenners, S. Slade,
F. Emanuele (arrived at 7:12 p.m.), A. Waters, T. Tokarz

Absent:

Also Present: Town Manager A. Salvatore, Finance Director M. Sylvester,
Captain K. VanderSloot, Public and Press

A. CALL TO ORDER

Mayor Faienza called the meeting to order at 7:07 p.m.

B. PLEDGE OF ALLEGIANCE

R. Newton led the pledge of allegiance.

C. APPROVAL OF AGENDA

Mayor Faienza added P. Resignations, #1. ZBA, a. David Ricard and Q.
Appointments # 10a. ZBA, Mark Zampino, Regular Member (to fill a vacancy) Term
expires November 2017.

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

D. COMMISSION CHAIRMAN REPORTS/LIASON REPORTS

Liaison P. Sousa updated the Council on recent activities of the Board of
Education. (F. Emanuele arrived during Mr. Sousa's report)

E. CITIZEN COMMENTS

1. T. Griffith, Hicksville Road -Requested more than a one year refund for the 10
years that she was overcharged taxes because of an error during the last
reevaluation.
2. B. Jahn, Woodside Road - Stated his opinion that not enough information is
provided on certain topics such as the addition to the town hall parking lot,
Valor Green Memorial and the proposed Public Works facility.

F. MAYOR'S REPORT

Mayor Faienza reported:

- The Cromwell Schools Condition Study was presented at the last Board of
Education Meeting. A long-range planning meeting will be necessary before
moving forward.
- Attended the Dare Graduation; it was exceptional this year. The School
Resource Officers did an outstanding job.

- Director of Planning and Development S. Popper is in the process of planning the next Business Visitation. The Council will be informed of the schedule of the business visits when it is complete.
- He continues to meet with the 5 Mayors of surrounding towns to discuss regionalization possibilities.
- The Cromwell Merchants Car Show will be held on May 27th and the Memorial Day Ceremony and Parade will be held on May 30th at 6:00 p.m.
- The Cromwell Division of the Chamber meeting will be held tomorrow at Chicago Sam's. The grand reopening of McDonalds on Route 372 will be held following the Chamber Division at 9:30 a.m.
- The ECS Flag Day Ceremony will be held on June 2nd this year because the last day of school will be on June 10th.
- He was asked to participate in the Veteran's Program that was held at Cromwell Middle School earlier in the evening. Senator Doyle and Representative Carpino honored Vietnam Veterans. It was an impressive program.

G. TOWN MANAGER'S REPORT

Town Manager Salvatore reported:

- He and Finance Director Sylvester continue to monitor the State Budget. If the amounts to date stay the same it appears that Cromwell will see a 4.9% decrease; since our budget was prepared to absorb a decrease in state funding we still appear to be ok.
- He and Public Works Director Spina continue to work on finding a location for the proposed Sewer/Highway Garage.
- He continues to work on the sale of the Main Street Property (South of Main).
- They are waiting for the date to be set for the SYSCO County Line Road closing. It is in the hands of the attorneys.
- The Town now owns 60-61 River Road. It went through P&Z and we are now in the same position to use the property as the previous owners.
- They are moving forward with the grant to put a fishing pier at Cromwell Landing.
- The Dog Park remains closed; the grass is coming up and they are hoping to keep the park closed until the grass is stabilized.
- A letter will be going out shortly to advise the Community Garden participants that the policy that was approved by a previous Board of Selectmen will be enforced. All personal property must be cleared at the end of the season and the garden will be tilled and prepared for the next season.
- He is looking at increasing fees in the Building and Health Departments and implementing fees for out-of-towners that participate in Senior Programs.
- The Library Staff is doing an outstanding job keeping the library running. They were down two employees and managed to keep the library operating smoothly with no reduction in services.
- A meeting is scheduled next week regarding reorganization with employees that will be affected with the reorganization.

- The Town Hall-white collar contract has been signed; it is a two year contract.
- Negotiations with the Police Union have started.
- Negotiations with the Public Works Blue Collar Union will begin this week.
- The COG/DOT Grant for Coles Road appears to be getting a favorable response. If received it will be used to widen and repave Coles Road from Route 9 to Route 3.
- He had a phone conversation with the Mayor of Middletown regarding extending the care and maintenance agreement that the Town of Cromwell and City of Middletown has in the area of Industrial Park Road since FedEx is moving into Middletown. They will continue to discuss this matter in the future.
- The residents receive many services from the Town; our Seniors are not charged for any programs as they are in surrounding towns, our Parks are well maintained, all residents are reimbursed for tipping fees, they receive Police, Library and Public Works services.
- He continues to be impressed with the Staff; they do an excellent job.

H. CHIEF OF POLICE'S REPORT

Captain VanderSloot reported:

- The Monthly Incident Report was distributed for April 2016.
- The Department remains very busy.
- Officer Perlino continues to do well. Officer Molina and Augenstein continue to do well at the academy.
- The Click-it and Ticket-it program is in progress it is 100% reimbursable; they are concentrating on seat belts and cell phones.
- The pedestrian that was stuck by a motor vehicle is expected to be ok.
- A recent drug arrest resulted in a seizure of \$2,900 in cash and 2 ounces of marijuana.

I. PUBLIC WORK DIRECTOR'S REPORT

Town Manager Salvatore presented Public Works Director Spina's report in his absence;

- The Splash Pad installation was completed last week. The downed and dead trees have been removed and the parking area adjacent to the Splash Pad has been resurfaced. Mr. Spina will be meeting with the Recreation Director and Contractor to have benches and tables installed. The rules and regulations are on tonight agenda for the Council's approval.
- Downtown Drainage Project; May 9th is the start of the 60 period for the contractor to complete work. Work should begin by the end of the week.
- On April 18th staff re-graded, raked and seeded the areas of the park that was damaged by the run off caused by heavy rains. The grass seems to be taking root; they are monitoring the progress and hope to reopen soon.
- Park Maintenance staff redid the two infields, Franklin and Potter Fields at Pierson Park.
- The River Road property that the town recently acquired was mowed and cleared of litter. It is being enjoyed by residents.

- All centerlines, crosswalks and stop bars have been repainted throughout the town.
- Proposals were received from the State DAS website for milling and paving contractors. After an internal transfer is received, work will be scheduled for this fiscal year. North Road, 110 feet north of Christian Hill Road to Pasco Hill Road were selected using the Pavement Management software.
- The town will participate in an online surplus auction (publicsurplus.com) on May 20, 2016 from 9 a.m. - 12 noon.

J. FINANCE DIRECTOR'S REPORT

1. Budget Reports

Finance Director Sylvester reported:

- Legal Expense is being watched closely. The Town Attorney's line may exceed the budgeted amount. An inter-fund transfer may be necessary in June.
- Revenue is looking better because the State ECS Grant payment was received with the adjustment that was found by the Board of Education.
- The current tax collection is budgeted at 98.75%; it was \$40,000 short as of last week.
- So far State Aid for 16/17 was cut \$288,000; they are hoping for the best until the State budget is finalized. Since they planned accordingly during our budget process we are still ok.
- The Long Range Planning Committee will reconvene shortly.
-

K. FINANCIAL

1. Tax Refunds

Motion made by A. Waters seconded by S. Slade and *unanimously carried* to approve Tax Refunds 1-4.

2. Discussion and action to approve a transfer of \$872,400 from the General Fund fund balance to the Capital and Non-Recurring Fund for 2016-17 capital requests, as approved by the Board of Finance.

Finance Director Sylvester presented the request.

Motion made by R. Newton seconded by A. Waters and *unanimously carried* to approve a transfer of \$872,400 from the General Fund fund balance to the Capital and Non-Recurring Fund for 2016-17 capital requests, as approved by the Board of Finance.

L. STAFF REPORTS

1. Economic Development Coordinator's Report for April 2016. A written report was attached to the agenda packet.

M. UNFINISHED BUSINESS

1. Continue discussion and possible action on Solid Waste Report. - Tabled
Left tabled.

2. Discussion and possible action on street light conversion. -Tabled
Left tabled.

3. To consider and act upon Library Expansion Project. -Tabled
Left tabled.

N. NEW BUSINESS

1. Discussion and possible approval of Rules & Regulations for the Splash Pad located at Watrous Park.

Town Manager Salvatore presented the request in Public Works Director L. Spina's absence.

Motion made by E. Wenners seconded by F. Emanuele and *unanimously carried* to approve Rules & Regulations for the Splash Pad located at Watrous Park. (attached to minutes)

O. APPROVAL OF MINUTES

1. April 13, 2016 Regular Meeting

Motion made by E. Wenners seconded by A. Waters and *carried* to approve the minutes of April 13, 2016.

Aye: T. Tokarz, A. Waters, E. Faienza, R. Newton, E. Wenners, S. Slade

Abstained: F. Emanuele (was not able to attend this meeting)

2. May 3, 2016 Special Meeting

Motion made by F. Emanuele seconded by T. Tokarz and *carried* to approve the minutes of May 3, 2016.

Aye: T. Tokarz, A. Waters, F. Emanuele, E. Faienza, R. Newton, S. Slade

Abstained: E. Wenners (was not able to attend this meeting)

P. RESIGNATIONS

1. Zoning Board of Appeals

a. David Ricard

Motion made by S. Slade seconded by A. Waters and *unanimously carried* to accept Mr. Ricard's resignation with regret.

Q. APPOINTMENTS

1. Connecticut River Valley & Shoreline Visitors Council

a. Steven Gorss, reappointment, term expires March 2018

Motion made by R. Newton seconded by F. Emanuele and *unanimously carried* to reappoint Mr. Gorss to the Connecticut River Valley & Shoreline Visitor's Council.

2. Conservation Commission

a. Amanda Drew, reappointment alternate, Term Expires January 2017

Motion made by S. Slade seconded by R. Newton and *unanimously carried* to reappoint Ms. Drew as an alternate to the Conservation Commission.

3. Inland Wetlands and Watercourses

- a. Jeremy Zeedyk, reappointment alternate, Term Expires January 2018

Motion made by E. Wenners seconded by T. Tokarz and *unanimously carried* to reappoint Mr. Zeedyk as an alternate to the Inland Wetland and Watercourses Agency.

4. Planning and Zoning

- a. David Fitzgerald, reappointment alternate, Term Expires December 2017

Motion made by R. Newton seconded by F. Emanuele and *unanimously carried* to reappoint Mr. Fitzgerald as an alternate to Planning and Zoning.

5. Regional Mental Health Board

- a. Diane Mongold, reappointment, Term Expires April 2018

Motion made by R. Newton seconded by F. Emanuele and *unanimously carried* to reappoint Ms. Mongold to the Regional Mental Health Board.

6. Senior Services Commission

- a. Madeleine Lowry, reappointment, Term Expires April 2018

- b. Claire Hickey, reappointment, Term Expires April 2018

- c. Caroljoyce Cannito, reappointment, Term Expires April 2018

- d. Mertie Terry, reappointment, Term Expires April 2018

- e. Patricia Sienna, reappointment, Term Expires April 2018

- f. Eleanor Corciullo, reappointment, Term Expires April 2108

Motion made by E. Wenners seconded by S. Slade and *unanimously carried* to reappoint members a-f to the Senior Services Commission.

7. Water Pollution Control Authority

- a. Robert Jahn, reappointment, Term Expires January 2020

Motion made by R. Newton seconded by F. Emanuele and *unanimously carried* to reappoint Mr. Jahn to the CWPCA.

8. Zoning Board of Appeals

- a. Brian Fisk, reappointment alternate, Term Expires November 2017

- b. John Harris, reappointment alternate, Term Expires November 2017

Motion made by F. Emanuele seconded by R. Newton and *unanimously carried* to reappoint Mr. Fisk and Mr. Harris to the Zoning Board of Appeals.

9. Committee to Support People with Disabilities

- a. Meagan Ribera, reappointment, Term Expires June 2017

- b. Jennifer Beck, reappointment, Term Expires June 2017

- c. Erin Hodlin, reappointment, Term Expires June 2017

- d. Brian Hodlin, reappointment, Term Expires June 2018

Motion made by A. Waters seconded by S. Slade and *unanimously carried* to reappoint a-d to the Committee to Support People with Disabilities.

10. Zoning Board of Appeals

a. Mark Zampino, Regular Member (to fill vacancy) Term expires November 2017
Motion made by A. Waters seconded by S. Slade and *unanimously carried*
to appoint Mr. Zampino as a regular member to the ZBA.

R. TOWN COUNCIL COMMISSION LIAISON REPORTS

T. Tokarz -Redevelopment Agency

A. Waters-Senior Services

F. Emanuele-Senior Services and Board of Education

E. Faienza-Charter Revision

R. Newton-Board of Education and CWPCA

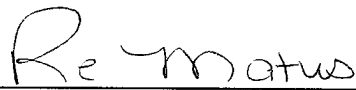
E. Wenners-Board of Finance

S. Slade-Fire District

S. ADJOURNMENT

Motion made by F. Emanuele seconded by Tokarz and *unanimously carried*
to adjourn the meeting at 8:45 p.m.

Respectfully submitted,



Re Matus
Secretary

Incident Statistics Report

04/01/2016 00:00 Thru 04/30/2016 23:59

Call Type Description	Total for Period
911 Hang Up Call	14
Administrative Matter	23
Alarm - All types	29
ALARM-FALSE BILLABLE	33
All Other Offenses	5
Animal Complaint	44
Assist Motorist	35
Assist Other Agency	36
Burglary	5
Car Seat Installation	3
Civil Matter	3
Counterfeit/Forgery	3
Criminal Mischief / Vandalism	9
Dis Conduct/BOP	1
Domestic Incident	5
Drug - INFRACTION only	1
Drug/Narcotic Violation	1
DUI	1
Dumping	2
Family Offenses, Nonviolent	1
Fight/Disturbance	1
Fingerprinting	40
Follow Up	1
FV Protocol / P.A.	7
Identity Theft	3
Impaired / Intox Person	1
Juvenile Incident	15
Larceny - From Building	2
Larceny - From MV	11
Larceny - MV Parts/Access	1
Larceny -Shoplifting	8
Larceny, Bad Checks	1
Medical Emergency	45
Missing Person	1
MV Accident	32
MV Abandoned	4
MV ACCIDENT PRIV PROP	5
MV Parking Violation	7
MV Violation	186

Incident Statistics Report

04/01/2016 00:00 Thru 04/30/2016 23:59

Call Type Description	Total for Period
Noise Complaint	4
Nursing Home Fax Report	3
Property Check	103
Property Lost/Found	10
Property Seized	4
Record Only Call	6
Road Cond/TCS Out	11
Runaway	1
See Complainant	35
Sex Assault Rape	1
Suspicious Activity	57
TEST CALL	1
Threaten/Harass/Intimidation	5
Town Ordinance	2
Traffic Assignment	9
Trespassing	1
Unfounded Complaint	20
Untimely Death	2
Unwanted Person	3
Well Being Check	13
Total:	916

Town of Cromwell

Splash Pad Rules & Regulations

Operational Hours: Daily from 9 AM to 8 PM

Splash pad may be closed at any time due to weather, maintenance or other operational concerns.

***TO START:** Locate Activator in the middle on the top of the white stand post.

- Splash Pad is unsupervised.
- All children under the age of 12 must have adult supervision.
- Toddlers must wear swim diapers.
- Patrons engaging in horse play or foul language will be asked to leave.
- Climbing on the splash pad features is strictly prohibited.
- Keep glass containers, bicycles, skateboards and in-line skates off the splash pad.
- No food or drink on the splash pad.
- NO SMOKING.
- No pets allowed on splash pad.
- For your safety, splash pad is under video camera surveillance and is regularly monitored.

PLAY SAFE & ENJOY!