

TOWN OF CROMWELL
TOWN COUNCIL
REGULAR MEETING
WEDNESDAY JULY 13, 2016
7:00 PM TOWN HALL ROOM 224/5

RECEIVED FOR FILING
7/8 2016 at 10:13AM.
TOWN CLERK'S OFFICE
CROMWELL, CONN.

Gloria Prundergast, Asst.
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. Discussion and action to appropriate \$50,000 within the CNR Fund for the repair of the Town Hall chiller.
 - 3. Discussion and action to appropriate an additional \$5,000 within the CNR Fund for the Recreation Van, requested in the 2016-17 budget.
- L. STAFF REPORTS
- M. UNFINISHED BUSINESS
 - 1. Continue discussion and possible action on Solid Waste Report. - Tabled
 - 2. To consider and act upon Library Expansion Project. -Tabled
- N. NEW BUSINESS
 - 1. Discussion and action on request for refund of Application fee for Application #16-02. Request to modify the site plan at 538 Main Street.

O. APPROVAL OF MINUTES

1. June 8, 2016 Regular Meeting

P. RESIGNATIONS

Q. APPOINTMENTS

R. TOWN COUNCIL COMMISSION LIAISON REPORTS

S. EXECUTIVE SESSION

1. Strategy Union Negotiations (If necessary)
 1. UE Local 222, CILU/CIPU, CILU #83
2. Discuss the lease, sale or purchase, or acquisition of real estate by the Town of Cromwell.
3. Action on Executive Session items, 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 2016-15

JOURNAL DETAIL 2014-1 TO 2016-15

	ORIGINAL ESTIM REV	ESTIM REV ADJUSTMENTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCI COLL
002 TOWN CLERK'S OFFICE	-288,300	0	-288,300	-263,979.58	-24,320.42	91.6%
021 TAX COLLECTOR	-40,523,965	0	-40,523,965	-40,758,934.51	234,969.51	100.6%
022 ASSESSOR'S OFFICE	-75,300	0	-75,300	-575.00	-25.00	95.8%
030 PUBLIC WORKS ADMIN.	-150,050	0	-150,050	-127,663.30	-43,759.01	41.9%
033 BUILDING INSPECTION	-76,500	0	-76,500	-94,708.52	-22,386.70	85.1%
040 POLICE DEPARTMENT	-1,000	0	-1,000	-825.00	18,208.52	123.8%
042 ANIMAL CONTROL	-28,100	0	-28,100	-24,705.00	-1,775.00	82.5%
050 HEALTH DEPARTMENT	-2,000	0	-2,000	-638.00	-3,395.00	87.9%
053 SENIOR SERVICES	-4,830	0	-4,830	-2,015.00	-1,362.00	31.9%
054 YOUTH SERVICES	0	0	0	-100.00	-2,815.00	41.7%
060 RECREATION DEPARTMENT	-9,000	0	-9,000	-9,978.21	978.21	110.9%
061 LIBRARY	-7,750	0	-7,750	-5,151.89	-2,598.11	66.5%
206 BOARDS & COMMISSIONS	-5,185,513	0	-5,185,513	-5,099,065.26	-86,447.74	98.3%
207 STATE OF CONNECTICUT	-385,026	0	-385,026	-484,539.65	99,513.65	125.8%
208 MISCELLANEOUS SOURCES	-1,005,793	0	-1,005,793	.00	-1,005,793.00	.0%
999 FUND BALANCE						
GRAND TOTAL	-47,743,727	0	-47,743,727	-46,904,419.91	-839,307.09	98.2%

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

TOWN OF CROMWELL, CT

YEAR-TO-DATE BUDGET REPORT

FOR 2016-13

JOURNAL DETAIL 2014-1 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	245,873.45	555.65	17,684.90	93.3%
002 TOWN CLERK'S OFFICE	225,120	0	225,120	194,494.09	4,636.60	25,989.31	88.5%
003 REGISTRAR OF VOTERS	71,466	0	71,466	69,057.25	.00	2,408.75	96.6%
004 PLANNING COMMISSION	3,225	0	3,225	2,713.61	.00	511.39	84.1%
005 ECONOMIC DEVELOPMENT	20,400	0	20,400	7,782.22	.00	7,698.78	62.3%
006 BOARD OF FINANCE	1,650	0	1,650	949.53	4,919.00	700.47	57.5%
008 CHARTER REVISION COMM	2	300	302	266.24	.00	35.76	88.2%
009 BOARD OF ASSESSMENT APPEALS	1,250	0	1,250	559.35	.00	690.45	44.8%
010 ZONING BOARD OF APPEALS	1,535	0	1,535	1,001.25	.00	533.75	65.2%
011 INLAND WETLANDS	2,185	0	2,185	1,287.35	.00	897.65	58.9%
012 COMM. FOR DISABLED PEOPLE	100	0	100	1,287.35	.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	32,028.78	.00	896.22	97.3%
015 LEGAL EXPENSE	175,081	35,000	210,081	173,033.00	6,517.50	30,530.50	85.5%
016 CENTRAL SERVICES	142,300	0	142,300	117,032.88	13,228.90	12,038.22	91.5%
017 INSURANCE EXPENSE	556,347	0	556,347	525,774.35	1,188.00	29,384.65	94.7%
018 GENERAL EXPENSE	857,343	756,518	1,613,861	1,605,634.87	1,805.00	6,421.13	99.6%
019 DEVELOPER/PLANNER	136,669	0	136,669	134,308.77	.00	2,360.23	98.3%
020 FINANCE DEPARTMENT	376,454	0	376,454	339,087.53	861.14	36,505.33	90.3%
021 TAX COLLECTOR	167,992	0	167,992	151,031.00	6,905.87	10,055.13	94.0%
022 ASSESSOR'S OFFICE	221,964	0	221,964	212,997.35	3,025.00	5,941.65	97.3%
030 PUBLIC WORKS ADMIN.	246,164	0	246,164	230,457.27	1,936.16	13,770.57	94.4%
031 ENGINEERING	202,680	0	202,680	190,660.11	2,911.00	9,108.89	95.5%
032 SOLID WASTE REMOVAL	593,452	0	593,452	482,939.64	50,405.49	60,106.87	89.9%
033 BUILDING INSPECTION	212,897	0	212,897	197,624.24	.00	15,272.76	92.8%
034 HIGHWAY DEPT.	1,247,137	0	1,247,137	976,277.17	224,826.97	46,032.86	96.3%
035 BUILDING MAINTENANCE	565,863	0	565,863	483,802.66	21,653.24	60,407.10	89.3%
036 PARKS & GROUNDS	366,271	0	366,271	345,306.49	3,928.13	17,036.38	95.3%
037 PUBLIC WORKS-OTHER	496,376	0	496,376	365,675.37	61,147.00	69,553.63	86.0%
038 VEHICLE MAINTENANCE	338,122	0	338,122	278,260.01	20,205.89	39,656.10	88.3%
040 POLICE DEPARTMENT	3,200,019	0	3,200,019	2,931,083.76	19,154.05	249,781.19	92.2%
041 EMERGENCY MANAGEMENT	19,950	0	19,950	14,516.00	.00	5,434.00	72.8%
042 ANIMAL CONTROL	82,877	0	82,877	78,393.42	.00	4,483.58	94.6%
050 HEALTH DEPARTMENT	163,608	0	163,608	158,698.24	375.21	4,534.55	97.2%
051 HUMAN SERVICES	106,289	0	106,289	104,646.23	.00	1,642.77	98.5%
053 SENIOR SERVICES	89,582	0	89,582	83,004.94	2,408.26	4,168.80	95.3%
054 YOUTH SERVICES	106,540	0	106,540	93,079.67	3,031.37	10,428.96	90.2%
055 TRANSPORTATION SERVICES	113,428	0	113,428	94,144.57	3,12.96	18,970.47	83.3%
060 RECREATION DEPARTMENT	264,928	0	264,928	213,594.36	1,489.24	49,844.40	81.2%
061 LIBRARY	568,710	0	568,710	554,051.91	1,830.33	12,827.68	97.7%
070 BONDED DEBT	3,882,952	0	3,882,952	3,718,715.64	4,588.00	164,236.36	95.8%
080 EMPLOYEE BENEFITS	3,212,623	-44,700	3,167,923	3,062,040.00	.00	101,294.70	96.8%
090 BOARD OF EDUCATION	28,275,237	0	28,275,237	24,112,102.06	.00	4,163,134.94	85.3%
119 DEVELOPMENT COMPLIANCE	88,570	9,700	98,270	96,369.17	370.32	1,530.51	98.4%

TOWN OF CROMWELL, CT

YEAR-TO-DATE BUDGET REPORT

FOR 2016, 13

JOURNAL DETAIL 2014 .1 TO 2016, 13

120 CONSERVATION COMMISSION	ORIGINAL APPROP	TRANSFRS/ADJUSTMS	REVISED BUDGET	YTD. EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
120 CONSERVATION COMMISSION	1,510	0	1,510	285.00	.00	1,225.00	18.9%
GRAND TOTAL	47,743,727	756,818	48,500,545	42,720,021.69	464,216.28	5,316,307.03	89.0%

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

Memo

To: Anthony J. Salvatore, Town Manager
From: Louis J. Spina, Jr., Director of Public Works
Date: July 6, 2016
Re: Chiller Appropriation



Please consider this request for the appropriation of \$50,000.00 for the replacement of six (6) coils on the roof top chiller on Town Hall. Currently, four of the six coils are leaking beyond the point of repair, and as a result, the unit is operating at less than fifty percent capacity.

Recently, we replaced the 4 contactors of the unit, so this repair, while costly, would return the unit satisfactory condition that should result in the anticipated longevity of this piece of equipment.

After speaking with our mechanical service provider and the Carrier Corporation representatives, I'm satisfied that this repair is the best option at this time. The alternative to this repair is the replace the unit at double the cost.

I realize that this item is scheduled to be discussed and considered at the July 13th Town Council meeting, I anticipate being present to discuss this consideration.

Please contact me with any questions.

Spina, Louis

From: Sylvester, Marianne
Sent: Tuesday, June 28, 2016 12:24 PM
To: Matus, Re
Cc: Spina, Louis
Subject: July TC agenda item

Please add to the July TC agenda:
Discussion and action to appropriate \$50,000 within the CNR Fund for the repair of the Town Hall chiller.

Lou will provide back-up to explain the need and cost for this repair.

Marianne Sylvester
Finance Director
Town of Cromwell

860-632-3416

mysylvester@cromwellct.com

PROPOSAL NO 1521

SOLO MECHANICAL MAINTENANCE, INC.
 50 Budney Road
 NEWINGTON, CONNECTICUT 06111

(860) 667-7787 Fax (860) 665-0670
 www.solomech.com

TO: Town Of Cromwell
 41 West St.
 Cromwell, Ct.06416-2100
 Att. Stanley Swol 860-978-3800
 Fax.860-632-3477

PHONE 860-632-3420	DATE 06/25/16
JOB NAME / LOCATION Chiller Condenser Coil	
JOB NUMBER	JOB PHONE

We hereby submit specifications and estimates for:


Upon start up of the chiller system, it was found 4 condenser coils out of 6 leaking by the casing and can not be repaired. The price is to replace all 6 condenser coils.
 The price included;
 Day 1- reclaimed existing circuit refrigerant, remove all top fans, wiring, all coil flanges, brackets, etc.
 Day 2- obtain crane rig the old coils down, which will be disposed to Town metal dumpster, raised each coil from flat bed trailer and position in the unit. Start mounting the modification kit brackets.
 Day 3- finish brazing the coils, pressurized with nitrogen, test for leaks, purge nitrogen, place all circuits on deep vacuum to 500 CFM, brake the vacuum 3 times with nitrogen, start placing back the roof and all condenser fans, all support brackets and leave 3 vacuum pumps overnight.
 Day 4- Filled up system with refrigerant, start each circuit, adjust the cycles.
 Parts included; 6 Carrier condenser coils, shipping, crane service, brazing supply, silver brazing rods, vacuum pumps and oil, refrigerant R-410, reclaimers and tanks, liquid side filter dryers, hardware
 Parts- \$25,000
 Labor- \$15,544
 Total- \$40,544
 Excluded; OT weekends labor, sales tax.
 Optional; Start reclaiming Friday, work Friday evening, Saturday, Sunday, start chiller Monday morning.
 Add- \$7,700 for labor Solo, Crane, Flat bed Overtime Labor

- 1,000 Lab
 = 1,700 parts

We Propose hereby to furnish material and labor — complete in accordance with the above specifications, for the sum of: 40,544.00
Forty Thousand Five Hundred Forty Four and 00/100 Dollars dollars (\$

Payment to be made as follows:
net 30 days

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Worker's Compensation insurance.


 Authorized Signature
 Note: This proposal may be withdrawn by us if not accepted within 30 days.

Acceptance of Proposal — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____
 Signature _____

Date of Acceptance: _____

Memo

To: Anthony J. Salvatore, Town Manager
From: Louis J. Spina, Jr., Director of Public Works
Date: July 7, 2016
Re: Recreation Vehicle



Please consider this request for the appropriation of an additional \$5,000.00 to be added to the purchase of a replacement vehicle for the Recreation Department in FY16/17

The Recreation Director had originally asked for \$22,000.00 for the purchase of a used vehicle. However after researching and speaking with a representative from a State DAS approved auto dealership, it is a challenge to acquire a pre-owned vehicle with options needed at a competitive price. Additionally, we will receive a full warranty with the purchase of a new vehicle.

I realize that this item is scheduled to be discussed and considered at the July 13th Town Council meeting, I anticipate being present to discuss this consideration.

Please contact me with any questions.

To: Town Council
From: Stuart B. Popper Director of Planning and Development
Date: July 7, 2016
Re: Economic Development Coordinator Report for July

1. Economic Development Issues

I met with the Attorney and Engineers representing one large property owner in town working on site improvements and with a developer working on a new residential development.

2. Economic Development Commission

I worked on the EDC trade show booth and purchased the backdrop and tablecloth. I finalized the design of the new historical directional signs sponsored by the CMA and purchased two signs.

3. Cromwell Merchants Association

I continue to work with the CMA on the Saturday July 16, 2016 town wide tag sale event at Pierson Park and at individual homes around town.

4. Planning and Zoning Commission

At its regular meeting on July 19, 2016 the Town of Cromwell Planning and Zoning Commission will consider the following applications:

- Application #16-20: Request to for a Site Plan Modification at 6 Kirby Road. The applicant is proposing to modify the site by installing additional parking in the front and side yards.
- Application #16-22: Request for a Special Permit to allow for the construction of more than 1000 square feet of garage space at 134 Coles Road.
- Application # 16-27: Request for Site Plan Modification at 76 Berlin Road (aka Cobblestone Plaza). The applicant is proposing to construct a 5,500+/-square foot single story commercial building containing an Advanced Auto Parts Store.
- Application # 16-28: Request to Amend Section 7.1.A.3 (1) (2) Non-Conforming Use and Structures and Section 10.4.E.2 Variance Procedures of the Zoning Regulations. This amendment will allow commercial buildings in a residential zone like the Knights of Columbus building to seek variances to allow for continued commercial use.
- Application #16-29: Request to Re-subdivide 600 Main Street in two lots. Prides Corners Farms, Inc. and Garden's Dream Farm, LLC are the Applicants and Millane Nurseries in the Owner. The applicant is requesting to create a 10+/- acre parcel containing the retail facility and a 30+/- acre parcel containing the nursery.
- Application #16-30: Request for a Site Plan Modification to install hoop houses at in the rear of 600 Main Street.

5. Business Visitations

Due to summer schedules the business visitations were cancelled in June. We will be scheduling visits for July if Council members and businesses are available.

To: Anthony Salvatore, Town Manager

From: Stuart B. Popper, Director of Planning and Development

Date: July 5, 2016

**Re: Request for Refund of Application Fee for Application #16-02
Request to Modify the Site Plan at 538 Main Street to install Donation
Bin. Frank Acheampong is the Applicant and Five Thirty Eight Main
Street LLC is the Owner**

I apologize for the date of this request but I thought I had submitted earlier in the year.

The Application #16-02: Request to Modify the Existing Site Plan at 538 Main Street to install Donation Bin. Frank Acheampong is the Applicant and Five Thirty Eight Main Street LLC is the Owner was accepted and considered by the Planning and Zoning Commission at its meeting on January 19, 2016. The Commission advised the applicant to withdraw the application because they were unlikely to approve it. The application was withdrawn in February. The applicant represents a charity Helping Hands Inc. and had requested a refund if possible.

Attached is a copy of the applicant's check. I am requesting that the Town Council refund the application fee.

CHARITABLE ORGANIZATION
2964 MAIN STREET UNIT D
HARTFORD, CT 06120

ESolentSM PLUS Check Fraud
Protection & ID Restoration

51-7023/2111

Date 1/5/16

Pay to the order of TOWN OF CHROMWELL

\$ 110.00

ONE HUNDRED & TEN DOLLARS

Dollars

Security Features
Included
Details on Back.

WINDSOR FEDERAL SAVINGS
WWW.WINDSORFEDERAL.COM



For APPLICATION FEE FOR BIN

FA C. Kelly

UP #16-02

⑈000830⑈ ⑆211170237⑆

75205825⑈

⑆CHECKS UNLIMITED⑆ SECURITYGUARD PREMIUM CLASSING BLUE

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

RECEIVED FOR FILING
6-15-2016 at 1:06 M.
TOWN CLERK'S OFFICE
CROMWELL, CONN.


TOWN CLERK

MINUTES

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

Absent: None

Also Present: Town Manager A. Salvatore, Director of Finance M. Sylvester,
Police Captain K. VanderSloot, Public Works Director L. Spina, Director
of Health W. Bell, Tax Collector D. Sienna, Building Official D. Jolley,
Public and Press

A. CALL TO ORDER

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

B. PLEDGE OF ALLEGIANCE

Frank Emanuele led the Pledge of Allegiance.

C. APPROVAL OF AGENDA

Mayor Faienza added N. New Business, #9. Discussion and action to grant permission to property owner on 6 Kirby Road to use part of the Town Right-of-Way for parking subject to ZBA and other permit processes for the Town of Cromwell.

Motion made by R. Newton seconded by F. Emanuele and *unanimously carried* to amend the agenda by adding New Business #9.

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

D. COMMISSION CHAIRMAN REPORTS/LIASON REPORT

Board of Education Liaison P. Sousa updated the Council on recent Board of Education activities.

E. CITIZEN COMMENTS

1. Celina Kelleher, Hicksville Road -Chairman of the PTO-Spoke regarding Food Truck fees for PTO events. They feel that they should have the same consideration as the Farmer's Market, as alllll proceeds that are collected by the PTO go back to the schools.

F. MAYOR'S REPORT

Mayor Faienza reported:

- They had a great business tour last month. Telservice and Dream Gardens/Pride Farms were visited.

- Stuart Popper is working on this month's visits and the Council will be informed once they are set up.
- The ad-hock committee to review River Road Property will begin their work. The committee members are; Stan Stachura, John Dimauro, Allan Spotts, Sam Slade and Ed Wenners.
- The grand opening for the Splash Pad at Watrous Park will be on June 21st at 2:00 p.m.
- The Charter Revision Commission continues to meet the 1st and 3rd Wednesday of the month. The 4 year staggered terms for the Mayor/Council and appointing the Town Clerk/Tax Collector were discussed.
- The Cromwell Division of the Chamber will meet tomorrow at the TPC River Highlands at 7:45 a.m. in the tent.

G. TOWN MANAGER'S REPORT

Town Manager Salvatore reported:

- He and Public Works Director Lou Spina are working on having a new audio/visual system in Room 224/5.
- They are planning on re-opening the Dog Park on or about July 1st.
- Chief of Police LaMontagne will be graduating from the FBI Academy this Friday. Kudos to Captain VanderSloot for heading the Police Department in Chief LaMontagne's absence.
- The Memorial Day Program was wonderful. The Public Works Crew was commended for all they did to make the program successful.
- They are looking at installing a floating dock at Cromwell Landing. The conceptual drawing should be ready in 2-3 weeks.
- The sale of the property at the South End of Main Street's is complete.
- The SYSCO property sale has been finalized. They hope to close in a few weeks.
- The negotiation of the Police contract continues tomorrow and the Public Works contract on Friday.
- He is attending a Mid-State meeting with the Mayor on Friday; the topic that will be discussed is regionalization.
- The Library Director will be out an additional three months.
- Recreation Director S. Schein will be retiring at the end of October.

H. CHIEF OF POLICE'S REPORT

The Monthly Incident Report was distributed for May 2016.

Captain VanderSloot reported:

- Advised the Council that today the Rocky Hill 911 was down for 8-9 hours. They moved into the Cromwell Police Department Dispatch and it all worked out well.
- They were busy working on permitting the Food Truck vendors for the PTO event.
- He reported on the recent Click-it-or ticket-it Event, Distracted Drivers and the DUI Checkpoints.

- Officer Perricone is nearly done with the FTO Program and should be on his own at the end of the month.
- Office Molina will be graduating from the Academy on June 20th.

I. PUBLIC WORK DIRECTOR'S REPORT

Public Works Director Spina reported:

- Watrous Park Splash Pad - installation of sidewalks being completed this week; signage posting the rules & regulations has been ordered and will be installed next week; benches and tables will be installed end of this week.
- Downtown Drainage Project - Construction has begun and ongoing. Project appears to be on schedule and expected to complete within two weeks.
- Dog Park - Assessed this afternoon; most of the replanted grass establishing itself well. There are a few areas of concern, where grass is still thin. Met with town staff and tentatively plan to reopen on July 1st.
- Road Resurfacing - Milling and resurfacing of North Rd and North Rd Extension scheduled for the last week of June. Purchase orders have been issued to contractors.
- Surplus Auction - the recent sale of old vehicles and equipment netted a total of \$14, 645.
- Sidewalk Repair - I recently had sidewalks in Town Hall parking replaced to be ADA compliant in handy-capped area. Also, having sections of sidewalk in a few areas throughout town replaced on Evergreen, Ryan Place, and West St.

J. FINANCE DIRECTOR'S REPORT

Finance Director Sylvester reported:

- The budget reports are through the Month of May.
- They are working to wrap up the 15/16 budget before the end June.
- The auditors will be coming in July; they will also be here in September to work on the final audit report.
- Revenue is still looking tight.
- State Aid is \$60,000-\$70,000 short. They are still hoping to receive outstanding revenue for 15/16.
- The projections for expenditures are coming in under budget.

K. FINANCIAL

1. Budget Reports

Presented by Finance Director Sylvester during the Finance Director's report.

2. Tax Refunds

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

3. Discussion and action to approve Interdepartmental Transfers within the 2015-16 budget.

Finance Director M. Sylvester presented the item.

Motion made by R. Newton seconded by F. Emanuele and *unanimously carried* to approve the Interdepartmental Transfers as attached to the minutes.

L. STAFF REPORTS

Economic Developer Stuart Popper submitted a written report.

M. UNFINISHED BUSINESS

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

2. Discussion and possible action on street light conversion. -Tabled
Town Manager Salvatore asked that this item come off the table for action since the funds were approved at the Special Meeting that was held prior to the Council Meeting.

Motion made by R. Newton seconded by S. Slade and *unanimously carried* to remove from the table.

After discussion the consensus of the Council was to take action to move the purchase of the street lights from Eversource and move forward with the LED conversion. The type of lighting that will be installed will be determined at a later date.

Motion made by R. Newton seconded by S. Slade and *unanimously carried* to move forward with the purchase of the street lights from Eversource and move forward with the LED conversion.

3. To consider and act upon Library Expansion Project. -Tabled
Left on the table.

N. NEW BUSINESS

1. Discussion and action to release of fines on 2 Wightman Place, which is now town owned property.

Town Manager Salvatore requested that this item be withdrawn from the agenda.

Withdrawn

2. Discussion and action to authorize Town Manager to take steps to sell 2 Wightman Place.

Town Manager Salvatore presented the request. He advised that it will be necessary to obtain an 8-24 from P&Z. Hopefully the town will recoup the fines that are owed when the property is sold.

Motion made by R. Newton seconded by E. Wenners and *unanimously carried* to authorize the Town Manager to take steps to sell 2 Wightman Place.

a. Authorize Mayor to set time and date of Special Town Meeting, if necessary.

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

Building Official Dave Jolley presented the request and gave the Council an overview of the proposed changes to the fees.

Motion made by R. Newton seconded by F. Emanuele and *unanimously carried* to approve amending Chapter 99 of the Cromwell Code, Building Construction.

a. Authorize Mayor to set the time and date of a Public Hearing.

Motion made by R. Newton seconded by E. Wenners and *unanimously carried* to authorize the 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.

Health Director W. Bell presented the request.

Motion made by E. Wenners seconded by F. Emanuele and *unanimously carried* to approve amending Chapters 146, 150 and 151 of the Cromwell Code, Health.

a. Authorize Mayor to set the time and date of a Public Hearing.

Motion made by E. Wenners seconded by F. Emanuele and *unanimously carried* to authorize the 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.

Town Manager Salvatore recommended a \$25.00 annual fee for out-of-town seniors to use the Senior Center. The out-of-town seniors would be allowed to sign up for programs if space is available after the Cromwell residents sign up.

Senior/Human Services Director J. Hollister was present to answer questions. A short discussion followed. E. Wenners was concerned that out-of-town friends of the Cromwell Seniors would not be able to pay the \$25.00 and therefore not be able to attend the programs.

Motion made by A. Waters seconded by E. Wenners and *carried* to charge a \$25.00 annual fee for out-of-town seniors to use our Senior Center.

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

Nay: E. Wenners

Motion carried

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.

Tax Collector D. Sienna and Town Manager Salvatore presented the request.

Motion made by R. Newton seconded by F. Emanuele and *unanimously carried* 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.

Motion made by R. Newton seconded by E. Wenners and *unanimously carried* 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.

Motion made by R. Newton seconded by E. Wenners and *unanimously carried* to approve a 2.25% general wage increase for Exempt Personnel, Elected Officials and Part-time employees effective July 1, 2016.

9. Discussion and action to grant permission to property owner on 6 Kirby Road to use part of the Town Right-of-Way for parking subject to ZBA and other permit processes for the Town of Cromwell.

Motion made by R. Newton seconded by F. Emanuele and *unanimously carried* to grant permission to property owner on 6 Kirby Road to use part of the Town Right-of-Way for parking subject to ZBA and other permit processes for the Town of Cromwell.

O. APPROVAL OF MINUTES

1. May 11, 2016 Regular Meeting

Motion made by R. Newton seconded by E. Wenners and *unanimously carried* to approve the May 11, 2016 minutes.

P. RESIGNATIONS

None

Q. APPOINTMENTS

None

R. TOWN COUNCIL COMMISSION LIAISON REPORTS

S. Slade-Fire Commission

T. Tokarz-Redevelopment Agency

S. EXECUTIVE SESSION

1. Discuss the lease sale or purchase or acquisition of real estate by the Town of Cromwell.

a. Action if necessary.

Motion made by R. Newton seconded by E. Wenners and *unanimously carried* to adjourn to Executive Session at 9:19 p.m. to discuss the lease, sale or purchase or acquisition of real estate by the Town of Cromwell.

Town Manager Salvatore was invited into Executive Session.

Motion made by R. Newton seconded by E. Wenners and *unanimously carried* to come out of Executive Session at 9:45 p.m.

T. ADJOURNMENT

Motion made by R. Newton seconded by T. Tokarz and *unanimously carried* to adjourn the Regular Meeting at 9:46 p.m.

Respectfully submitted,



Re Matus
Secretary

Incident Statistics Report

05/01/2016 00:00 Thru 05/31/2016 23:59

Call Type Description	Total for Period
911 Hang Up Call	18
Administrative Matter	22
Alarm - All types	31
ALARM-FALSE BILLABLE	41
All Other Offenses	1
Animal Complaint	47
Assist Motorist	27
Assist Other Agency	27
Bomb Threat	1
Car Seat Installation	3
Civil Matter	1
Counterfeit/Forgery	1
Credit Card/ATM Fraud	1
Criminal Mischief / Vandalism	3
Dis Conduct/BOP	1
Domestic Incident	9
Drug/Narcotic Violation	3
DUI	2
Dumping	1
Escort	1
Fight/Disturbance	1
Fingerprinting	24
Follow Up	1
FV Protocol / P.A.	13
Harrassing Phone Calls	1
Identity Theft	2
Impaired / Intox Person	1
Juvenile Incident	11
Larceny - From MV	5
Larceny - MV Parts/Access	1
Larceny -Shoplifting	12
Larceny- Other	3
Medical Emergency	50
Missing Person	2
MV Accident	53
MV ACCIDENT PRIV PROP	6
MV Parking Violation	7
MV Theft	1
MV Violation	148

Incident Statistics Report

05/01/2016 00:00 Thru 05/31/2016 23:59

Call Type Description	Total for Period
Neighbor Dispute	9
Noise Complaint	8
Nursing Home Fax Report	2
Property Check	85
Property Lost/Found	6
Record Only Call	8
Road Cond/TCS Out	14
See Complainant	26
Serve Warrant INFO	1
Suspicious Activity	60
TEST CALL	8
Threaten/Harass/Intimidation	3
Town Ordinance	1
Traffic Assignment	6
Unfounded Complaint	14
Untimely Death	1
Unwanted Person	5
Well Being Check	15
Total:	855

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
5/24/16