

RECEIVED FOR RECORD
Jun 07, 2018 03:17P
JOAN AHLQUIST
TOWN CLERK
CROMWELL, CT

TOWN OF CROMWELL
TOWN COUNCIL MEETING
REGULAR MEETING
JUNE 13, 2018
7:00 P.M. TOWN HALL COUNCIL CHAMBERS

AGENDA

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. APPROVAL OF AGENDA
- D. COMMISSION CHAIRMAN REPORTS/LIASON REPORT/STAFF REPORTS
Chief Lamontagne's presentation of Department Citation for Meritorious Service to Officer Augenstein and Letters of Commendation to Sgt. Maslauskas, Officer Cunningham and Dispatcher Cyr.
- E. CITIZEN COMMENTS
- F. MAYOR'S UPDATE
- G. TOWN MANAGER'S UPDATE
- H. CHIEF OF POLICE'S UPDATE
- I. PUBLIC WORKS DIRECTOR'S UPDATE
- J. FINANCE DIRECTOR'S UPDATE
 - 1. Budget reports
- K. FINANCIAL
 - 1. Tax Refunds
 - 2. Discussion and action to appropriate \$65,000 within the CNR Fund for the refurbishing of the 19-tri-axel.
 - 3. Discussion and action to increase the 2018-19 CNR Fund request for a Handicap Accessible Van by \$5,000, changing the total allocation to \$70,000. (Note: This expenditure will be 80% reimbursed to the Town through a 5310 Department of Transportation grant.)
 - 4. Discussion and action to approve an interdepartmental transfer from Public Works to Transportation Services for \$3,000.

L. NEW BUSINESS

1. Discussion and possible action to approve agreement between the Town of Cromwell and the United Public Service Employees Union, Unit 33, for Town Planner to perform additional duties on an interim basis as the Town's Economic Development Director July 1, 2018 - June 30, 2019.
2. Public Works Excavation Permit and Transfer Station Pass Proposal.
3. Union Grievance - NIPSEU
 - a. Sgt. Pam Young
4. Union Grievance -NIPSEU
 - a. Officer Frank DiMaio
5. Discussion and possible action to replace Football Scoreboard at Pierson Park.

M. APPROVAL OF MINUTES

1. Regular Meeting May 9, 2018
2. Special Meeting June 5, 2018

N. RESIGNATIONS

1. Cromwell Water Pollution Control Authority
 - a. Timothy Griffin

O. ADJOURN

Rules for Citizen Comments

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

To: Town Council
From: Stuart B. Popper, Director of Planning and Development
Date: June 7, 2018
Re: Economic Development Coordinator Report for June 2018

- 1. International Council of Shopping Centers New England Retail Connection**
 - We had a very successful show at the ICSC New England Retail Connection on Tuesday June 5, 2018 at the Connecticut Convention Center in Hartford.

- 2. Economic Development**
 - We continue to work with developers and others proposing new hotels, medical offices, restaurants and additional retail development on Berlin Road and Main Street.
 - I submitted an application to amend the Zoning Regulations to increase the building height in the Highway Business Zone from 40 feet to 55 feet.

- 3. Traveler's Championship**
 - The "Welcome to Cromwell" signs will be installed at strategic locations in town for the TPC event.

- 4. Planning and Zoning Commission Actions May 15, 2018 and June 5, 2018:**
 - Approved Application #18-15: Request for a Site Plan Modification at WIS School to add a Scoreboard to the ballfield. Cromwell Little League is the Applicant and the Cromwell Board of Education is the Owner.
 - Issued a positive report on the Section 8-24 Mandatory Referral for Improvements to the Town Hall at 41 West Street.
 - Approved Application #18-28: Request for Site Plan Modification at 41 West Street. The Town of Cromwell is the Applicant and the Owner.
 - Approved with conditions Application #18-14: Request for a Special Permit under Section 7.5.B.4 of the Zoning Regulations to permit the sale of Alcoholic beverages at 35 A Berlin Road. Joe's Filling Station, LLC is the Applicant and River Grace Plaza LLC is the Owner.
 - Approved Application #18-18: Request to amend Section 4.5.B. of the Zoning Regulations to increase the Maximum Building Height in the Institutional Zone District. Covenant Home Inc. Covenant Village of Cromwell is the Applicant and the Owner.
 - Approved Application #18-19: Request for a Special Permit to amend the Master Plan for Covenant Village of Cromwell at 52 Missionary Road. Covenant Home Inc. Covenant Village of Cromwell is the Applicant and the Owner.
 - Approved with conditions Application #18-27: Request for a Special Permit under Section 7.5.B.4 of the Zoning Regulations to permit a restaurant with the accessory sales of alcoholic beverages at 35 Berlin Road. Kemal Cecunjanin is the Applicant and River Grace Plaza LLC is the Owner.
 - Approved Application #18-29: Request for a Special Permit under Section 4.2.R of the Zoning Regulations to permit transfer of materials and grading at 204 Main Street (area north of Frisbee

TOWN OF CROWMELL, CT

YEAR-TO-DATE BUDGET REPORT

FOR 2018-11

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001 TOWN MANAGER'S OFFICE	355,302	0	355,302	288,930.39	1,748.91	64,622.70	81.8%
002 TOWN CLERK'S OFFICE	208,223	0	208,223	176,744.92	13,302.69	18,175.39	91.3%
003 REGISTRAR OF VOTERS	75,477	0	75,477	51,922.08	5,351.99	18,202.93	75.9%
004 PLANNING COMMISSION	3,225	0	3,225	1,902.45	131.87	1,184.68	63.3%
005 ECONOMIC DEVELOPMENT	13,336	0	13,336	5,602.59	93.39	7,640.02	42.7%
006 BOARD OF FINANCE	1,350	0	1,350	705.65	.00	644.35	52.3%
008 CHARTER REVISION COMM	1,501	0	1,501	.00	.00	1,501.00	.0%
009 BOARD OF ASSESSMENT APPEALS	3,200	0	3,200	1,147.11	.00	2,052.89	35.8%
010 ZONING BOARD OF APPEALS	1,535	0	1,535	826.54	21.43	687.03	55.2%
011 INLAND WETLANDS	2,200	0	2,200	977.85	50.00	1,172.15	46.7%
012 COMM. FOR DISABLED PEOPLE	100	0	100	.00	.00	100.00	.0%
013 DONATIONS AND DUES	46,042	0	46,042	42,041.30	4,000.00	.70	100.0%
014 TOWN COUNCIL	36,730	0	36,730	35,725.45	.00	1,004.55	97.3%
015 LEGAL EXPENSE	222,764	0	222,764	117,140.99	103,172.05	2,450.96	98.9%
016 CENTRAL SERVICES	140,300	0	140,300	111,270.06	9,716.51	19,313.43	86.2%
017 INSURANCE EXPENSE	595,400	0	595,400	542,136.14	985.00	52,278.86	91.2%
018 GENERAL EXPENSE	761,002	0	761,002	753,049.83	2,305.00	5,647.17	99.3%
019 DEVELOPER/PLANNER	142,781	0	142,781	128,772.98	.00	14,008.02	90.2%
020 FINANCE DEPARTMENT	387,996	0	387,996	347,173.45	1,220.92	39,601.63	89.8%
021 TAX COLLECTOR	144,537	0	144,537	116,975.59	1,830.83	25,730.58	82.2%
022 ASSESSOR'S OFFICE	231,901	0	231,901	194,277.71	5,110.00	32,513.29	86.0%
030 PUBLIC WORKS ADMTN.	270,884	0	270,884	228,154.50	8,769.11	37,114.71	86.3%
031 ENGINEERING	230,480	-87,000	561,334	192,973.90	73,393.31	28,736.99	87.5%
032 SOLID WASTE REMOVAL	648,334	0	648,334	461,442.31	73,956.68	20,629.72	89.3%
033 BUILDING INSPECTION	193,277	0	193,277	171,690.60	956.68	20,629.72	89.3%
034 HIGHWAY DEPT.	1,352,627	100,000	1,452,627	938,810.04	339,203.16	174,613.80	88.0%
035 BUILDING MAINTENANCE	591,585	25,000	616,585	488,389.87	52,157.96	76,037.17	87.7%
036 PARKS & GROUNDS	397,055	0	397,055	326,702.19	18,368.20	51,984.61	86.9%
037 PUBLIC WORKS-OTHER	400,795	-38,000	362,795	294,862.75	42,231.77	25,700.48	92.9%
038 VEHICLE MAINTENANCE	336,888	0	336,888	279,838.44	24,250.30	32,799.26	90.3%
040 POLICE DEPARTMENT	3,360,449	14,302	3,374,751	2,801,895.60	31,856.31	540,999.09	84.0%
041 EMERGENCY MANAGEMENT	19,950	0	19,950	16,446.62	.00	3,503.38	82.4%
042 ANIMAL CONTROL	79,658	0	79,658	71,703.02	.00	7,954.98	90.0%
050 HEALTH DEPARTMENT	185,277	0	185,277	166,006.37	5,417.13	13,853.50	92.5%
051 HUMAN SERVICES	118,139	0	118,139	105,438.51	178.23	12,522.26	89.4%
053 SENIOR SERVICES	95,862	0	95,862	83,929.04	3,636.08	8,296.88	91.3%
054 YOUTH SERVICES	110,364	0	110,364	62,129.83	3,077.86	45,156.31	97.8%
055 TRANSPORTATION SERVICES	118,427	0	118,427	115,351.15	2,976.79	2,645.80	97.8%
060 RECREATION DEPARTMENT	590,579	0	590,579	497,175.64	19,821.13	49,506.94	80.9%
061 LIBRARY	3,687,524	0	3,687,524	1,655,216.46	.00	2,032,307.54	44.9%
070 BONDED DEBT	3,381,867	-14,302	3,367,565	2,845,927.50	101,453.69	7,420,183.81	87.5%
080 EMPLOYEE BENEFITS	29,343,702	0	29,343,702	21,664,968.66	.00	7,678,733.34	87.5%
090 BOARD OF EDUCATION	103,117	0	103,117	89,982.21	443.01	12,691.78	87.7%
119 DEVELOPMENT COMPLIANCE							



TOWN OF CROMWELL, CT

YEAR-TO-DATE BUDGET REPORT

FOR 2018 11

	ORIGINAL ESTIM REV	ESTIM REV ADJUSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
002 TOWN CLERK'S OFFICE	-287,600	0	-287,600	-268,617.75	-18,982.25	93.4%
021 TAX COLLECTOR	-42,803,034	0	-42,803,034	-43,265,210.55	462,176.55	101.1%
022 ASSESSOR'S OFFICE	-500	0	-500	-50,448.50	-51.50	89.7%
030 PUBLIC WORKS ADMIN.	-40,500	0	-40,500	-50,392.87	10,092.87	125.0%
033 BUILDING INSPECTION	-150,100	0	-150,100	-402,848.52	252,748.52	268.4%
040 POLICE DEPARTMENT	-84,450	0	-84,450	-85,787.46	1,337.46	101.6%
042 ANIMAL CONTROL	-750	0	-750	-300.00	-450.00	40.0%
050 HEALTH DEPARTMENT	-25,100	0	-25,100	-13,120.00	-11,980.00	52.3%
053 SENIOR SERVICES	-1,500	0	-1,500	-2,930.00	1,430.00	195.3%
054 YOUTH SERVICES	-4,000	0	-4,000	-885.00	-3,115.00	22.1%
061 LIBRARY	-9,000	0	-9,000	-7,058.73	-1,941.27	78.4%
206 BOARDS & COMMISSIONS	-5,750	0	-5,750	-19,551.50	13,801.50	340.0%
207 STATE OF CONNECTICUT	-4,720,905	0	-4,720,905	-4,376,236.79	-344,668.21	92.7%
208 MISCELLANEOUS SOURCES	-429,339	0	-429,339	-736,912.74	307,573.74	171.6%
999 FUND BALANCE	-690,000	0	-690,000	-736,912.74	-690,000.00	.0%

GRAND TOTAL -49,252,328 0 -49,252,328 -49,230,300.41

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

-22,027.59 100.0%



Posted Refund Transaction (s) : TOWN OF CROMWELL
 Condition(s) : Name
 Bill Disc/Susp/Bank Address
 Int Date: 05/30/2018
 Date: 05/30/2018
 Page: 1
 Prop Loc/Vehicle Info.
 UniqueID/Reason
 Paid Date
 Tax
 Int
 I/F
 Total Adjusted
 Overpaid Tax

2015-04-0081833	PORSCHE LEASING LTD 1 PORSCHE DR ATLANTA GA 30354-1654	2014/WPOAB2A8XEK190576 81833	7/28/2017	855.01	0.00	0.00	855.01	-242.10
XX		Sec. 12-129 Refund of Excess Payments.		1,097.11	134.60	184.76	1,416.47	
2016-01-0002643	<i>Corelogic</i> 507 MAIN STREET 00080800	5/23/2018	5,658.96	0.00	0.00	5,658.96		
			5,702.57	214.11	24.00	5,940.68		-43.71
2016-01-0003914	<i>Corelogic</i> 4 SENATOR DRIVE 01910000	12/26/2017	9,167.90	0.00	0.00	9,167.90		-4,584.00
92			13,751.90	0.00	0.00	13,751.90		
2016-01-0004387	RICARD JEANNE F 30 GROVE RD CROMWELL CT 06416	2/1/2018	5,450.18	0.00	0.00	5,450.18		-10.00
			5,460.18	0.00	0.00	5,460.18		
2016-03-0051863	CARDENAS ORLANDO J 153 WEST ST CROMWELL CT 06416-2424	8/1/2017	127.13	0.00	0.00	127.13		-381.33
			508.46	0.00	0.00	508.46		
2016-03-0056273	JP MORGAN CHASE BANK NA PO BOX 901098 FORT WORTH TX 76101-2098	7/14/2017	312.71	0.00	0.00	312.71		-62.70
			375.41	0.00	0.00	375.41		
TOTAL	6		21,571.79	0.00	0.00	21,571.79		-5,323.84
			26,895.63	348.71	208.76	27,453.10		

Park City Truck Equipment LLC

1001 Wordin Avenue, Bridgeport, Connecticut. 06605

203-576-0560

Glenn LaFreniere

Town of Cromwell
41 West Street
Cromwell, CT. 06416-2100

Louis J. Spina, Jr

*Recommended
Anthony [unclear]
6/12/18
\$65,000*

June 1, 2018

We hereby propose to remove one dump body and discard after removing. The project will include removal of the hoses from the valve and all the body lines. The scope will include remove rust and clean frame of truck prep and install new 17 foot Dura-Class replacement body with new hoist and mount new rear hinge and painted one color with barn door and rear apron specs are ¼ floor and 3/16 sides plus ¼ gate barn door dual swing operation type. The side fuel tank will be removed and replaced with an aluminum unit. The frame will be Armourseal applied to include plow hitch and under cab under body and chassis complete. The plow frame will be cleaned undercoated and rebolted on using huck bolts, and fabricate new bumpers with diamond plate tops. The frame rails and underside of the cab will all be coated with ARMOUR SEAL rust preventative. The plow lines from the valve to the front will be 304 tubing with ½ inch ID and have short hoses with swivels on each end.

The body: **DURA-CLASS SIDEWINDER WITH BOLT ON CONVEYOR OF 201 STAINLESS STEEL**

The proposal is complete providing all equipment necessary for a plow, plow hitch reuse hydraulic valve and cables, stainless steel combination dump body spreader warning lights and load cover.

Stainless steel fold away ladder

The warning lights will be Whelen LED NE with 2 front facing and 2 side facing on the cab shield plus rear post stop tail turn with warning light and on side warning light on rear post LED

The body has remote lube system with grease points extended out to all 4 corners of the body.

The install includes ICC lights, Flaps

One flush mounted LED light in body for load light

Two LED rear apron lights rubber swivel mounted

One King of covers Load cover with Heavy duty tarp

The complete outside of cab will be repainted including the nose.

Labor: 16 hours

Estimated total:

Labor: 32 hrs @ \$135.00 \$4,320.00

Parts: \$4,441.06

Estimated total: \$8,761.06

Estimate to Replace Clutch Assembly

1995 S2674 Dump Truck

Remove drive shaft and PTO assembly. Drain down transmission oil. Remove transmission from vehicle. Remove clutch assembly. Remove flywheel and resurface. Replace rear main seal on engine. Reinstall resurfaced flywheel. Install new clutch assembly. Replace clutch fork and clutch shaft and bushings in transmission housing. Install new clutch brake. Refill transmission with new gear oil. Reinstall PTO assembly with new gaskets. Reinstall driveshaft assembly. Adjust clutch and road test.

Labor: 25 hrs @ \$135.00/hr \$3,375.00

Parts:	1 new clutch	\$678.82
	1 clutch brake	\$20.89
	1 pilot bearing	\$24.50
	1 clutch fork	\$66.65
	2 cross shaft bushings	\$25.40
	1 L/S cross shaft	\$26.48
	1 R/S cross shaft	\$17.22
	1 Rear main seal	\$175.00
	1 gear oil 50 weight-synthetic	\$280.00
	1 assortment PTO gaskets	\$20.00
	1 resurface flywheel	\$155.00

Estimated total:

Labor: 25 hrs @ \$135.00 \$3,375.00

Parts: \$1,489.96

Estimated total: \$4,864.96

Sincerely,

Spreader chains on tailgate
Filter on hydraulic system
Rubber mount shovel holder
Cone holder, body access ladder
Conspicuity tape on sides and tailgate
"Do Not Push" sign on tailgate
Body up light on console
Low oil warning light on console
Poly placard labels and controller illumination
Painting of all steel components installed prior
to the installation of fittings and hoses with
black paint.

The vendor is responsible for pick up and return of vehicle during warranty period and must be full service center for the Chassis and the equipment. The vendor will provide night numbers.

The work will be preformed off of State bid #14PSX0297 the discount has been applied and the total is \$46,500.00 the scope of work will take 6 to 8 weeks on the unit using the stock body and 2-3 weeks extra on the second unit. The price is per unit with paint and complete.

Other work:

Town of Cromwell-Estimates

Estimate to Perform Complete Brake Job 4 Axel Brake Job on 1995 S2674 Dump Truck

Replace front brake shoes

Replace front brake shoes, front S-cam bushings and front S-cams. Inspect and repack front wheel bearings and install new front grease seals.

Labor: 8 hours

Replace brakes on tag axel

Remove tires, remove brake drums, remove hubs and inspect wheel bearings. Remove and replace S-cams and bushings install new brake shoes and brake drums. Install new wheel seal and install hubs and adjust wheel bearings.

Labor: 8 hours

Replace brake or forward and rear axels.

Remove tires and remove axels. Remove drums and remove hubs. Inspect wheel bearings. Remove S-cams and bushings. Replace S-cams and S-cam bushings. Install new brake shoes. Install new wheel seals in hubs. Reinstall hubs and adjust wheel bearings. Install new brake drums and adjust all brakes and road test.

Glenn LaFreniere
General Manager

TOWN OF CROMWELL
FIVE YEAR CAPITAL PLAN
REQUEST DETAIL

Department: Human Services-Transportation

Prepared by: Amy Saada

Fiscal Year of Request: FY19

Date Prepared: 1/29/2018

Circle/Underline One: Capital Purchase

Capital Improvement

Item: Handicap Accessible 16 Passenger Van

Description: Human Services will be applying for 5310 Department of Transportation grant in February 2018 where 80% of purchase price will be grant funded and 20% from town.

Approximate Cost: ~~\$65,000~~ total vehicle cost

~~\$70,000~~

Need: ~~\$65,000~~

~~\$70,000~~

TOWN OF CROMWELL

DATE: MAY 15, 2018
TO: ANTHONY SALVATORE, TOWN MANAGER
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.

To: Transportation	\$3,000.00
From: Vehicle Maintenance	\$3,000.00

To fund maintenance and repairs specific to wheelchair accessible buses due to aging fleet and additional transportation services provided to the Senior and Special Needs population.

Thank you.

Approved
Anthony Salvatore
5/15/18

**AGREEMENT BETWEEN THE TOWN OF CROMWELL AND THE UNITED
PUBLIC SERVICE EMPLOYEES UNION, UNIT #33 (TOWN HALL EMPLOYEES)
Town Planner to perform additional duties on an interim basis as the Town's Economic
Development Director – July 1, 2018 – June 30, 2019**

The Town of Cromwell (hereinafter "Town"), acting through Town Manager Anthony J. Salvatore, and with the authority of the Town Council, and the United Public Service Employees Union, Unit #33 (hereinafter "Union"), collectively "the Parties", enter into this Agreement ("Agreement") addressing the issue of the Town Planner performing the duties of the Economic Development Director on an interim basis.

1. The Union and Town are parties to a collective bargaining agreement that expires on June 30, 2019.
2. The Parties acknowledge and agree that economic development work and duties is not bargaining unit work, and that prior to the Agreement that was signed on April 22, 2014 addressing performance of economic development duties on an interim basis, that no member of the Union performed such duties. As a result, the existence of this Agreement shall not impact the Town's ability in the future to have economic development duties performed by someone outside of the bargaining unit.
3. In accordance with this Agreement, the Town Planner, Stuart Popper, shall continue to perform additional duties as the Town's Economic Development Director. As such, he shall coordinate, develop and execute all economic development duties on the Town's behalf. This shall include maintaining a relationship with the local businesses, the Chamber of Commerce and other similar groups that represent the local businesses in their efforts to develop and expand in the Town. The duties shall include, but not be limited to, attendance at Chamber of Commerce meetings, and as necessary, attendance at meetings where local commerce is discussed and advocated. The Town Planner will keep both the Town Council and the Town Manager apprised of his economic development efforts and activities through regular contact with both and by providing a weekly written report. He will represent the Town locally, regionally and state-wide for the benefit of local commerce and commercial growth in Cromwell. The Town Planner will also maintain awareness of economic development grant opportunities from private and/or public/government sources, and will apply for and manage those grants on behalf of the Town when approved by the Town Council.
4. The duties described in Paragraph 3 above shall be in addition to the Town Planner's current duties as the Town Planner, which the Town Planner shall continue to perform throughout the duration of this Agreement.
5. In consideration of the performance of the additional duties as the Economic Development Director, the Town Planner shall be paid at E-7, Step 6 for the duration of this Agreement.
6. In recognition of the additional hours the Town Planner will perform as the Economic Development Director he shall be entitled to accumulate compensatory time for all hours worked above his normal thirty-five (35) hour workweek. The maximum amount of

accumulated compensatory time that the Town Planner can have at any one time is forty-five (45) hours. The Town Planner shall make every reasonable effort to use any accumulated compensatory time within the year that this Agreement is in operation. Documentation of earned and used compensatory time shall be required.

7. This Agreement shall have duration of July 1, 2018 through June 30, 2019. It is understood and agreed that this Agreement shall not be modified through negotiations for a successor collective bargaining agreement. Prior to the conclusion of this Agreement the Town Manager shall review and assess the success of the Agreement at which time the Town Manager can decide whether to recommend to the Town Council another agreement on the same or different terms or a termination of the Agreement. If the Agreement is not renewed, the Town Planner shall return to wage rate E-5, Step 8.

8. Either the Town or the Union can choose to terminate this Agreement prior to the June 30, 2019 expiration. If this occurs, the Town Planner shall be returned to wage rate E-5, Step 8.

9. If the Town decides that it wants to continue this arrangement after June 30, 2019, the Town and Union shall meet before then and negotiate any changes to the terms of the Agreement, including an appropriate duration.

10. This Agreement shall not constitute a practice or precedent under the Collective Bargaining Agreement between the Town and the Union nor shall it be binding upon the Town in any future situation.

FOR THE TOWN

UPSEU, UNIT #33

Anthony J. Salvatore
Town Manager

Date

Date

Witness

Date

Witness

Date

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

Memorandum

To: Anthony Salvatore –Town Manager

cc: Lou Spina – Director of Public Works

From: Jon Harriman

Date: 5/30/2018

Re: Public Works Excavation Permit and Transfer Station Pass Proposal

For your consideration I propose adopting one of the policies used by the Building Department and the Sewer Department when issuing permits. To obtain a permit from these departments, a Cromwell resident must provide proof from the Tax Collector that they are current with all Cromwell taxes and fees.

The Public Works Department does not currently have such a policy. Public Works issues a permit for roadway right-of-way excavations and sells passes for use of the transfer station. I propose requiring proof of being current with all Town of Cromwell taxes and fees prior to issuing either one.

*Approved
Anthony Salvatore
5/31/18*

Quote

Northeast Scoreboards LLC
PO Box 302
Moodus, CT 06469
860-790-0282
northeastscoreboards@gmail.com

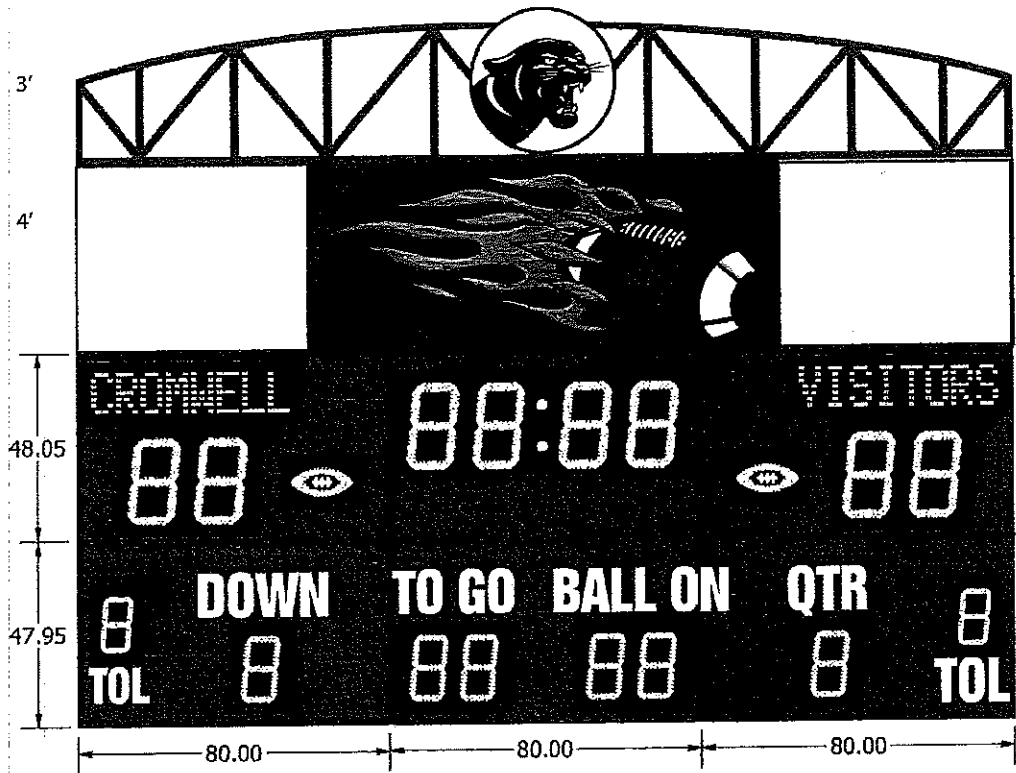
Date: 05/31/2018
Quote No.: 10362

Bill To:
Town of Cromwell
Pierson Park

Qty	Description	Unit Price	TAX %	Total
1	OES Model 8600 Football Scoreboard 8' High x 20' Long with Lexan protection over digits. Choice of digit colors, Powder coated finish on all surfaces.	\$11,788.00	0%	\$11,788.00
1	24" x 20' Sign for the top of the Football Scoreboard.	\$2,000.00	0%	\$2,000.00
1	ISC 9000 Wireless Scoreboard Control with carrying case and remote time switch	\$992.00	0%	\$992.00
1	Wireless outdoor receiver package 900 mhz	\$350.00	0%	\$350.00
1	Freight	\$1,250.00	0%	\$1,250.00
1	Install New scoreboard, includes take down of existing scoreboard, disposal by others. stamped drawings, building permits. Zoning approval to be conducted by others. I cannot apply for zoning approval. disposal of excavated earth is by others. I can load in trucks or dispose of on site.	\$18,000.00	0%	\$18,000.00
1	Electronic team names, 10" 8 character Optional	\$4,601.00	0%	\$4,601.00

Total \$38,981.00

Thank you for your business.



www.OES-Scoreboards.com

Handwritten note: \$62411.00

Quote

Northeast Scoreboards LLC
 PO Box 302
 Moodus, CT 06469
 860-790-0282
 northeastscoreboards@gmail.com

Date: 05/30/2018
 Quote No.: 10361

Bill To:
 Town of Cromwell
 Pierson Park
 20' scoreboard and 4' x 10'
 message board option.

Qty	Description	Unit Price	TAX %	Total
1	OES Model 8600 Football Scoreboard 8' High x 20' Long with Lexan protection over digits. Choice of digit colors, Powder coated finish on all surfaces. includes Electronic Team names	\$16,389.00	0%	\$16,389.00
1	3' x 20' Decorative truss with 4' logo in the center	\$3,738.00	0%	\$3,738.00
2	4' x 5' Sponsor panels	\$981.00	0%	\$1,962.00
1	ISC 9000 Wireless Scoreboard Control carrying case and time switch	\$992.00	0%	\$992.00
1	Wireless outdoor receiver package 900 mhz	\$350.00	0%	\$350.00
1	4' x 10' full color message board, 15.24 mm, 80 x 200 resolution. Includes wireless 3G communication and freight	\$18,980.00	0%	\$18,980.00
1	Install All of the above, includes engineered drawing and permits. Electrical is not included.	\$20,000.00	0%	\$20,000.00

Total \$62,411.00

Thank you for your business.

Daktronics FB-2719

DA-1205-18 Dome

3' x 18' Ad Panel

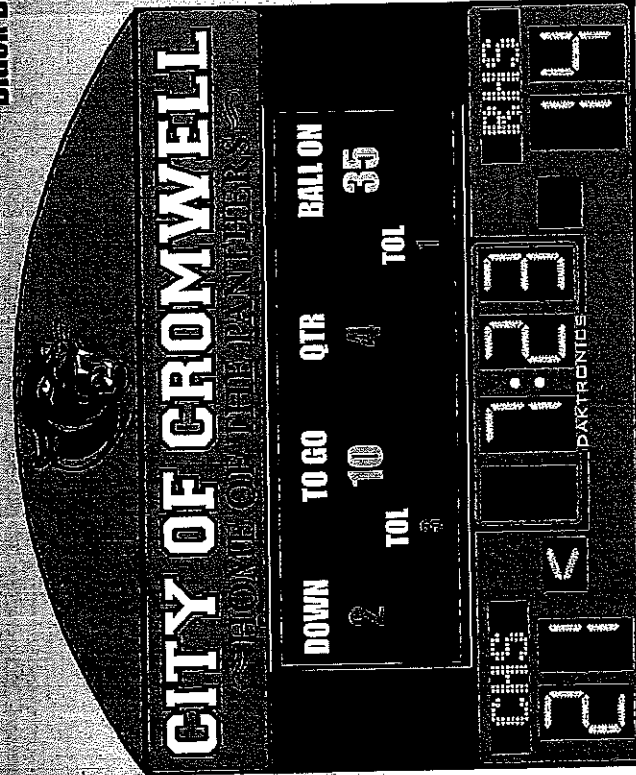
60x300 19.8mm DVXMC

Scoreboard and Panels - Red 1956

Amber LED Digits

Amber TNMC

Black Border Striping



3'

3'

4'8"

4'



00 @ 18' 69' \$

18'

ALL DIMENSIONS ARE APPROXIMATE

Do not use for design/engineering or ad copy approval.

Copyright © 2015 Daktronics. DB0600000 (06-06-15 (Rev.0) DVXMC000000 Rev.0)

The details and expressions shown are conceptual in nature, confidential and proprietary. Final design and appearance may differ from artwork shown.

All registered trademarks are the property of the registrant and their use does not imply endorsement of Daktronics. Do not reproduce by any means without the expressed written consent of Daktronics, Inc.



DAKTRONICS

Scoreboard Enterprises Inc.

SALES - INSTALLATION - SERVICE

274 Fruit Street
508-339-8113

Mansfield, MA 02048
Fax 508-339-0184

www.scoreboardenterprises.com

Mike Renwick

Email: mike@scoreboardenterprises.com

860-948-8112

Estimate

Estimate #5901

5/30/2018

City of Cromwell
41 West St.
Cromwell, CT 06416
Brian Dufresne

Item	Description	Qty	Total
DVXMC-64x200-19.8...	DVXMC-64x200-19.8 RGB	1	28,000.00
FB-2719-A	Daktronics Hybrid Football Scoreboard	1	5,822.00
0A-1196-0215	Daktronics All Sport 5010 R6 Console kit	1	1,225.00
0A-1110-0052	Gen. VI Radio Receiver	1	425.00
TNMC_8X32_Amber	Programmable Team Name Message Centers	1	2,975.00
ID_36x216_O	36in x 18ft Sponsor/ID Panel SW 105	1	1,845.00
DA-1205-18-LED	Full Dome 3FT Tall x 18FT Long 280	1	1,825.00
W-2121	Fiber Optic Cable; 4 Fiber	1,000	990.00
12 VDC Trumpet Ho...	12 VDC Trumpet Horn for Outdoor LED Scoreboards	1	300.00
All sport RTD Input ...	All sport RTD Input Kit	1	785.00
FB-Animations Pkg	Includes 11 Animations	1	273.00
Custom Ad Panels	Custom Side/Filler Panels - 2'4.5" W x 4'8" H	2	3,800.00
Shipping	Shipping	1	2,550.00
Installation - Outdoo...	Installation based on State/Local Building Code to include the following: <ul style="list-style-type: none"> • Crane Rental • Provide and pour concrete for two (2) footings per structural drawings - excavation/auguring provided by others • Provide, mount, and level two (2) painted steel "I" beams per structural drawings • Mount and level Daktronics Scoreboard/Video Display Equipment • Provide and install electrical disconnect on rear of scoreboard • Pull fiber optic cable through conduit provided by others • Finish wire electrical from the base of scoreboard - hard wire • Install and calibrate radio frequencies • Test all functions • Provide Owner Operator Training 	1	18,995.00

Thank You - Ask about Athletic Facility Sound Systems

Total

Scoreboards for all sports - Sound System Solutions - Portable Scoreboards - Swim Timing Systems - Message Centers - Custom Scoring & Timing System - Time/Temperature Displays - Gym Maintenance & Repair

Scoreboard Enterprises Inc.

SALES - INSTALLATION - SERVICE

274 Fruit Street
508-339-8113

Mansfield, MA 02048
Fax 508-339-0184

www.scoreboardenterprises.com

Mike Renwick

Email: mike@scoreboardenterprises.com
860-948-8112

Estimate

Estimate #5901

5/30/2018

City of Cromwell
41 West St.

Cromwell, CT 06416

Brian Dufresne

Item	Description	Qty	Total
Standard Exclusions	Standard Exclusions to include: <ul style="list-style-type: none">- SEI requires full access to the site for the duration of the installation to include but not limited to - Crane Truck, Van, Trailer, Lift, Concrete Truck and Excavation Equipment access- SEI is not responsible for finish landscaping around excavated areas- SEI is not responsible for repairs to finish landscaping as a result of required installation access, however we will work diligently and closely with the owner to limit any impact to the area.- SEI requires power to the base of the structure by others- SEI is not responsible for excavation/auguring footing - provide by owner- SEI is not responsible for the integrity of the existing structure or existing power/date feeds.- SEI will pull through conduits provided by others		0.00

Thank You - Ask about Athletic Facility Sound Systems
Quotes are valid for 60 days



Total \$69,810.00

Scoreboards for all sports - Sound System Solutions - Portable Scoreboards - Swim Timing Systems - Message Centers - Custom Scoring & Timing System - Time/Temperature Displays - Gym Maintenance & Repair

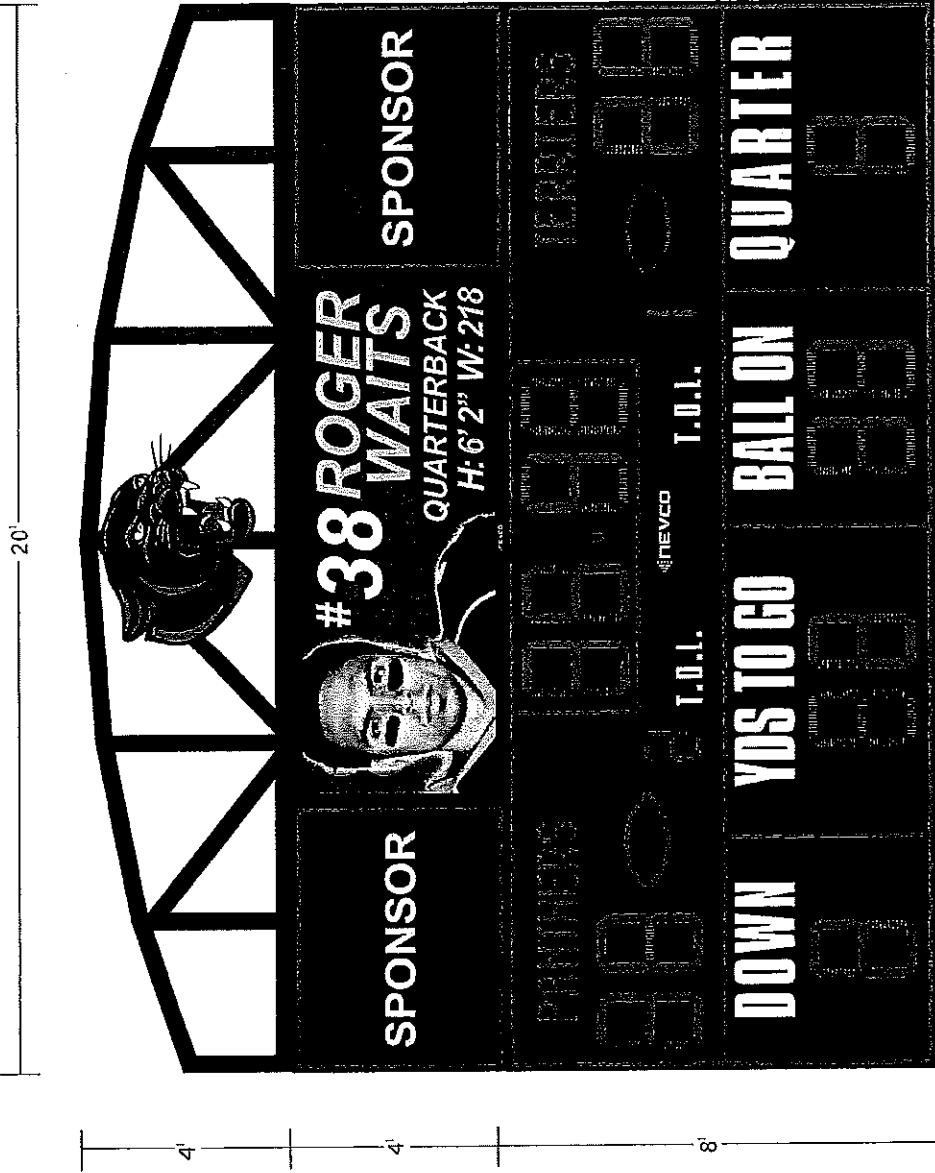
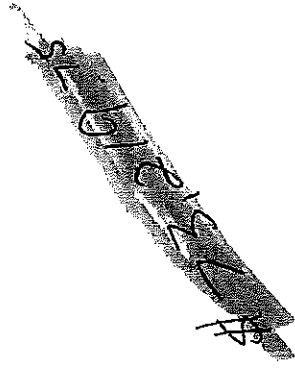
Cromwell High School, Cromwell, CT

PROOF #38925-PR

PROOF INCLUDES:

- Model 3621-ETN Football/Soccer LED Scoreboard
20'W x 8'H x 8"D
Scoreboard Color: #76 Print Black
Digit Color: Red
Electronic Team Name Color: Red
Custom Striping: Cardinal Red
- Decorative Arch Truss
20'W x 4'H
Truss Logo: 4'W x 2.8'H
- Non-Illuminated Sign
(2) 5'W x 4'H
- MC-20mm-C-SS-4x10
20mm Full Color LED Message Center
Single-Sided

*Truss Letters/Logos may require additional support.
Nestier can extend more than 15" above the top of the truss.
*Sponsor sign ships blank - STRIPE TAPE ONLY"



This rendering is for conceptual purposes only. It may not be to exact scale or specifications and should not be used for installation purposes. Every effort has been made to make it as accurate as possible. Beams and or pillars are for illustration only. Engineering specifications may require changes in the quantity, size and/or shape of beams and pillars to meet installation requirements. Nevco assumes no obligations or liability regarding the viability of applicability of existing structures. THIS DRAWING IS THE PROPERTY OF NEVCO INC. AND SHALL NOT BE REPRODUCED, COPIED, SHARED OR DISTRIBUTED WITH ANYONE OTHER THAN THE INTENDED STAFF OR CLIENT OF THE PROPOSED PROJECT WITHOUT THE EXPRESSED PERMISSION OF NEVCO INC.

NEVCO
INTEGRATED DISPLAY AND
SCORING SOLUTIONS
WWW.NEVCO.COM

NEVCO

QUOTATION

Account Name	Cromwell High School	Created Date	6/1/2018
Quote Number	00080878	Expiration Date	7/31/2018
Contact Name	Brian Dufresne	Prepared By	Dan Schneider
Title	Booster Club Member	Title	Display and Scoring Consultant
Phone	(860) 632-4841	Phone	(860) 859-7744
Fax	(860) 613-3363	Fax	(618) 664-0398
Email Address	dufresne0123@yahoo.com	Email Address	dschneider@nevco.com

Quantity	Model/Part #	Product Description	Dimensions L x H x W/D	Unit Price	Discount	Total Price
1.00	3621-ETN	Football/Soccer LED Scoreboard	20'x8'x8"	USD 13,676.00	15.00%	USD 11,624.60
1.00	MC-20mm-C-SS-4x10	20mm Full Color LED Message Center - Single-Sided	10'x4'x8"	USD 25,815.00	15.00%	USD 21,942.75
1.00	850-0013	Aluminum Decorative Truss Arch 4' Tall x 20' Wide	20'x4'	USD 4,240.00		USD 4,240.00
1.00	4x4 Truss Logo	2-Color Logo for Decorative Truss	4'x4'	USD 975.00		USD 975.00
2.00		5'x4' Sponsor Signs		USD 700.00		USD 1,400.00
1.00	235-5017	Custom Color Striping 1"- Group C (20' - 36' Outdoor models)		USD 106.00		USD 106.00
1.00	MC-Wireless Comm	LED Message Center - Wireless Communication		USD 1,849.00		USD 1,849.00
1.00	MPCW-7	Controller MPCW-7 (Wired or Wireless)	0.9'x0.8'x4"	USD 994.00		USD 994.00
1.00	MPCW-7 Outdoor Rec	Receiver MPCW-7 (Wireless) for outdoor scoreboards		USD 627.00		USD 627.00
1.00	MPC(W) Case	MPC/ MPCW Control Carrying Case	1.7'x1.1'x8"	USD 59.00		USD 59.00
1.00	Stamped Drawings			USD 540.00		USD 540.00

TII Shipping Wt (lbs)	2,305	Subtotal	USD 44,357.35
County	Middlesex	Freight	USD 2,100.00
Total Savings!	USD -5,923.65	Total	USD 46,457.35

Additional Notes

NEVCO NJPA/CONTRACT NUMBER - 48931

- QUOTE IS FOR EQUIPMENT ONLY - INSTALLATION QUOTED SEPARATELY
- SIX WEEK LEAD TIME
- FIVE YEAR SCOREBOARD WARRANTY
- TWO YEAR WIRELESS EQUIPMENT WARRANTY

Handwritten:
 + INSTALL
 26,762.40

 \$ 73,219.75

Proposal

Estimate Number : ES-4483

Proposed To:
 Nevco
 301 East Harris Avenue
 Greenville, Illinois, 62246

Contact: Dan Schneider
 Email: dschneider@nevco.com
 Cell: (860) 859-7744

Ship To:
 Cromwell High School
 34 Evergreen Rd
 Cromwell, CT, 06416

Contact	Estimate Name	Terms	Lead Time	Printed Date
Matthew Lauretano 860-582-0233 x128 Email: matt@lauretano.com		DEP	8 Weeks	06/01/18

Ln	Item No	Item Description	QTY	Unit Price	Total
1	Removal	- Remove and dispose of existing Daktronics 20'x8' Scoreboard and 20'x3' sign mounted below it - Remove existing telephone poles that scoreboard is mounted on	1	0.00	0.00
2	Install Services	- Install three (3) new I-Beams and Footings per attached specs - Total display size 20' (W) x 16' (H) - Install 20'x8' Scoreboard, 10'x4' Message Center, 5'x4' Sponsor Signs and 20'x4' Truss with Logo - Wireless Receiver Electrical Svcs.: No	1	26,762.40	26,762.40
3	Permitting	Permit Cost + Acquisition Time @\$85/hr. Variances/Hearings if required @ \$150/hr. Includes acquisition time & addtl. design time to pursue permits. Engineering not included (billed separately if required). All Budgets subject to change.	1	0.00	0.00
4	Design	Design Time/Cost to Date. Additional Design Time or Shop Drawings to be Charged at \$75 an hour.	1	0.00	0.00

Tax is not included in this estimate unless otherwise noted
 Estimates good for 30 days

Sub Total \$26,762.40

50% due with signed estimate

Tax Not Included

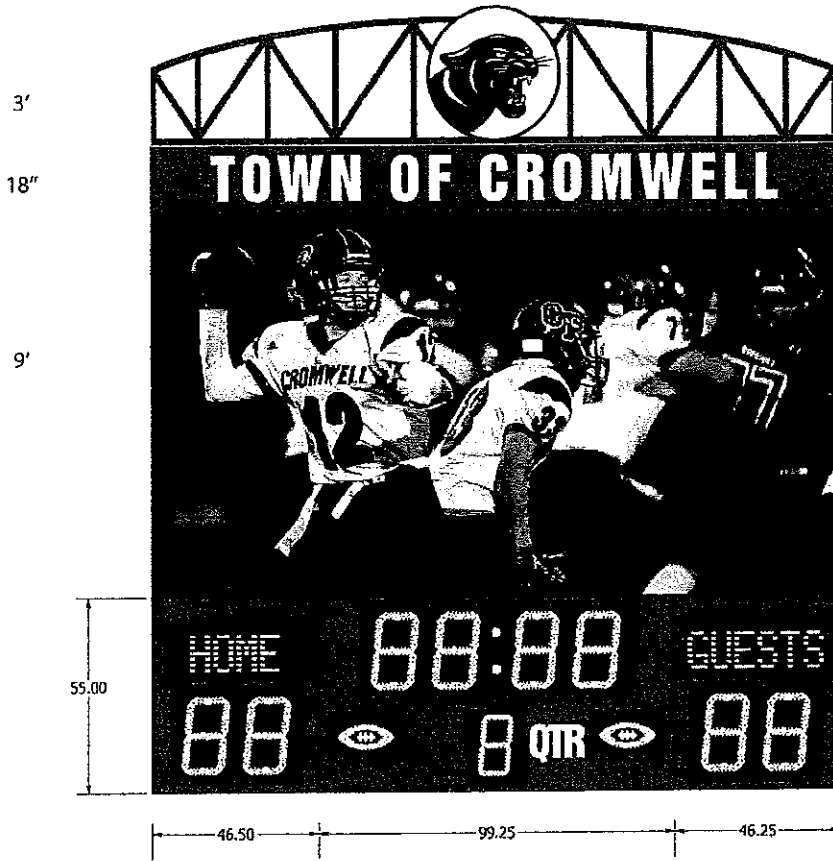
Total \$26,762.40

Approved By: _____

Date: _____

Note: Quoted price valid for 30 Days

Crate and shipping costs for budget only and will be adjusted at time of actual shipping. All material is guaranteed to be as specified, and the above to be in accordance with the drawings and or specifications submitted for the above work and completed in a workman like manner for the above sum. The price does not include permits, permit acquisition or any applicable taxes. Customer to provide compatible disk art. Terms and conditions of Lauretano Sign Group contract, exhibit A, applied to and are made part of this contract. In the event of a breach of contract by purchaser, Lauretano Sign Group will be entitled to attorney's fees in a court proceeding. Primary wiring/final electrical connections & access by others. Any roof penetrations must be sealed by licensed roofer and are customer's responsibility. Removals and install based on good crane & crew access. 1.5% will be added to all past due accounts.



www.OES-Scoreboards.com

\$1065.00

Quote

Northeast Scoreboards LLC
 PO Box 302
 Moodus, CT 06469
 860-790-0282
 northeastscoreboards@gmail.com

Date: 05/30/2018
 Quote No.: 10359

Bill To:
 Town of Cromwell
 Pierson Park

Qty	Description	Unit Price	TAX %	Total
1	16mm, 180 x 320 resolution. Overall Size 9' x 16', includes Bolt Operating software and computer, small rack for computer and processor. Fiber Converters. enclosure to mount fiber converter at the sign. Includes freight.	\$64,505.00	0%	\$64,505.00
1	Custom Football Scoreboard, 4'7" x 16' with 22" Time, Score digits, 17" Quarter, Possession Indicators and 6 character 10" programmable team names. White LED's	\$9,908.00	0%	\$9,908.00
1	Arched, decorative truss, 3' in the center x 16' overall with 4' Logo in the center.	\$3,186.00	0%	\$3,186.00
1	24" x 16' Ad panel with artwork	\$1,520.00	0%	\$1,520.00
1	ISC 9000 Wireless Scoreboard Control, carrying case and remote stop/start switch	\$994.00	0%	\$994.00
1	Outdoor wireless receiver package	\$350.00	0%	\$350.00
1	Freight	\$1,000.00	0%	\$1,000.00
1	Installation, Includes, stamped drawing by a professional structural Engineer. Building Permits. Zoning approval must be applied for and secured by others. I cannot get zoning approval. Electrical is not included.	\$25,000.00	0%	\$25,000.00

Total \$106,463.00

Note the Video Display has a full draw of 39 amps @ 208 volts
 The current power at the scoreboard is sufficient to run the scoreboard but not the video display.

This video display will require Fiber optic communication. For trouble shooting the display and to upgrade software and firmware, it will be extremely helpfull to have an internet connection in the press box or at least the ability to create a hot spot.

Thank you for your business.

HIGHLY RECOMMENDED!!

VERY RESPONSIVE

MOST KNOWLEDGEABLE

HIGHEST QUALITY PRODUCT BEING OFFERED

BEST WARRANTY

THEY ARE ON STATE CONTRACT

#13PX5X0341

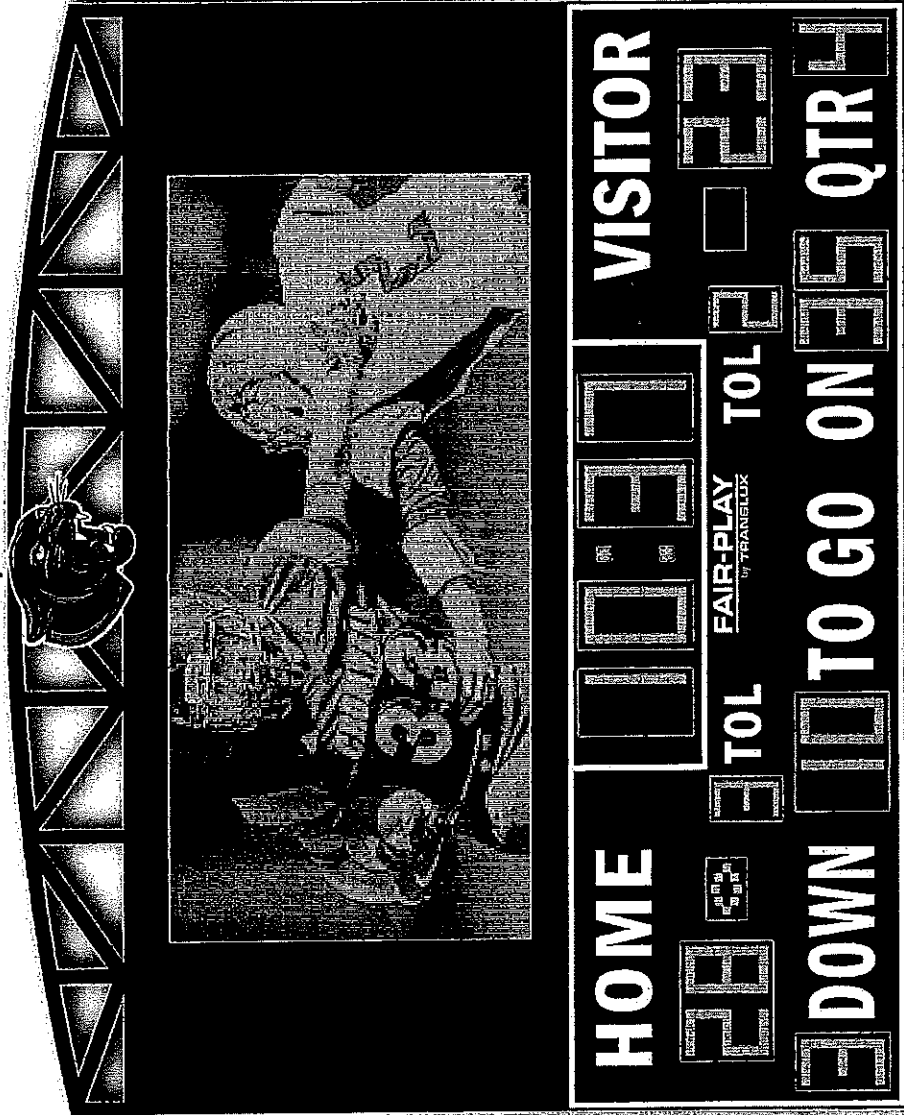
UNDERSTANDS OUR TIMELINES WILL EXPEDITE

BEST PRICE IN COMPARISON

\$62,917.09

FAIR-PLAY
by TRANS-LUX

OPTIONAL - ~~WHATEVER WE DECIDE~~



PRODUCT ALLOWS FLEXIBILITY TO INVOLVE HIGH SCHOOL PROGRAMS TO ALSO BE INVOLVED.

← SPONSOR BOARDS ON EACH SIDE.

Signal Black Paint/White Trim

S9967

model no: FB-8126-2 & TL Vision 16mm Full-Color Digital Video Display

Design Proposal

TL Vision TL Energy Fair-Play

Conceptual illustration only. Customer must provide press-ready custom artwork for best results.
www.fair-play.com 800.247.0265 ©copyright 2018



Supplier of Team & Athletic Supplies

May 31, 2018

Dear Brian,

We are pleased to quote you on the following:

1 – Fair-Play Model FB-8126-2/SF-340x160x16 – Message Display/ Football Scoreboard with

- MCTRL660 Message Controller
- 16mm Display
- 160 Pixel Hx340 Pixel L
- Matrix Size 8.4'H x 17.85'L
- ATS-2636 Custom Arch Truss Sign
- MP-70-0111 Scorer's Control
- Carrying Case • Wireless Control (1-Receiver, 1-Transmitter)
- Battery Powered Control
- "Team Name" in Place of "Home"
- Standard Horn • Soccer Captions
- Field Hockey

Captions Price \$ 62,917.00

Option

- FDO-2624 Custom Full Depth Sign \$2,370.00

In addition to the quote we provide a 10 year warranty on the lamps and 5 year on the board.

Please feel free to call me with any and all questions.

Sincerely
Kenneth Capodice

The above quote is on the State Contract and the contract number is 13PXSX0341



1.1 INSTALLATION

- A. Follow manufacturer's current application requirements for installation under conditions specific to the project.
- B. Install all structural steel components in accordance with manufacturers application instructions where specified on the drawings.
 - 1. All structural steel components shall be in accordance with ASTM A36 or A572.
 - 2. All Tube ends shall be covered with light gauge end caps.
 - 3. All new steel shall be primed and painted with a color approved by the architect.
- C. Install all electrical equipment in accordance with all federal, state and local building codes.
- D. Where manufacturer's requirements and building codes are in direct conflict, the more restrictive method of application shall prevail.

PROCEDURE

1. Remove existing scoreboard. *Customer will have the option to retain possession of the existing scoreboard or have the installer remove the scoreboard from the premises.*
2. Remove existing I-Beams. *Customer will have the option to retain possession of the existing I-Beams or have the installer remove the I-Beams from the premises.*
3. Keep the existing power lines and conduit. Control wires are to be removed from the conduit running from the scoreboard to the press box.
4. Provide (2) two painted I-Beams per installation drawing. I-Beams will be painted "signal black" unless otherwise requested by the customer.
5. Prior to digging, "Dig Safe" will inspect the site and provide the necessary clearance to proceed.
6. Dig (2) two holes 11' deep, width is specified on the installation drawing.
7. Set I-Beams in 2,000 psi concrete. Concrete will be allowed 24 hours to harden before continuing with the installation.
8. A crane will be provided to lift the scoreboard and message center into place.
9. Scoreboard and message center will be through bolted to the I-Beams. Bottom of the assembly will be at least 10' off level ground.
10. Re-connect power and conduit to the I-Beams and wire the power to the scoreboard and message center. *Existing power is sufficient to run the new scoreboard and message center.*

11. Pull fiber optic cable through the existing conduit from the message center to the press box.
12. Terminate the fiber optic cable with the appropriate connectors and connect the fiber optic cable to the message center.
13. Mount the video control panel under the deck located inside the press box. Connect the fiber optic cable to the video control panel.
14. Install a power switching device inside the press box to control the message center laptop and scoreboard controller.
15. Testing and training of scoreboard and message center will be provided. Date and time will be scheduled based on the availability of the town and recreation department.

LOCAL AGENT

Sports Construction

61 East Street

Plainville, CT 06062

Mr. Ken Capodice

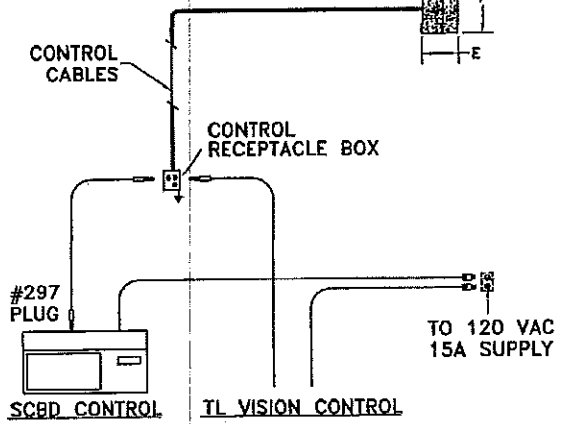
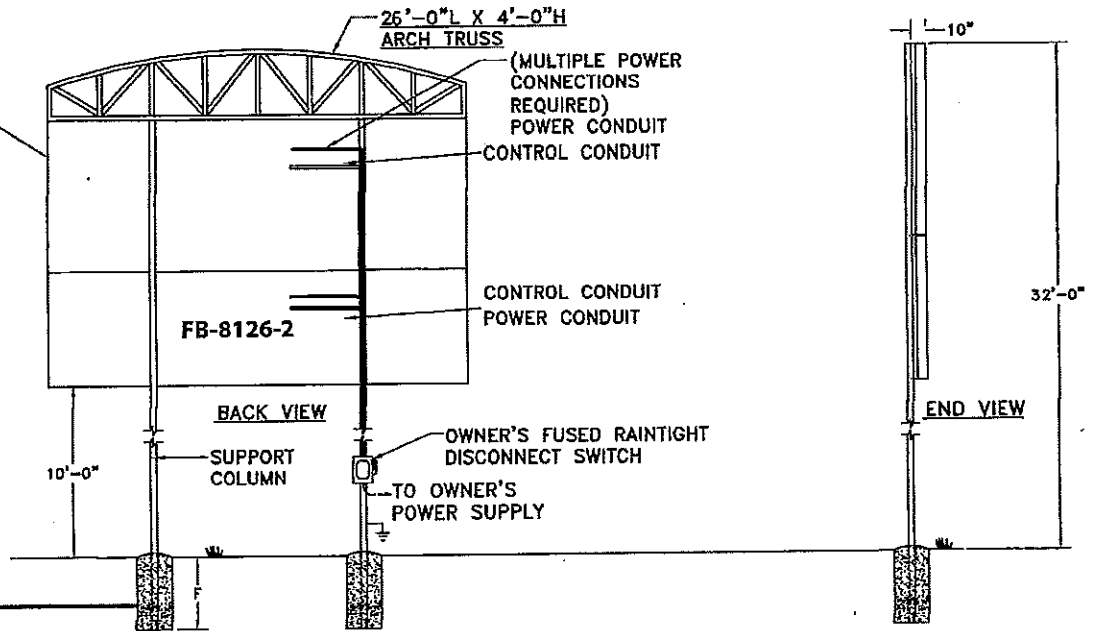
860-793-1903

kcap@scsportsllc.com

End

092815 BEW

**160 x 340 x 16MM
OUTDOOR REAR SERVICE
SINGLE-FACE TL VISION
FULL-COLOR DIGITAL
VIDEO DISPLAY**

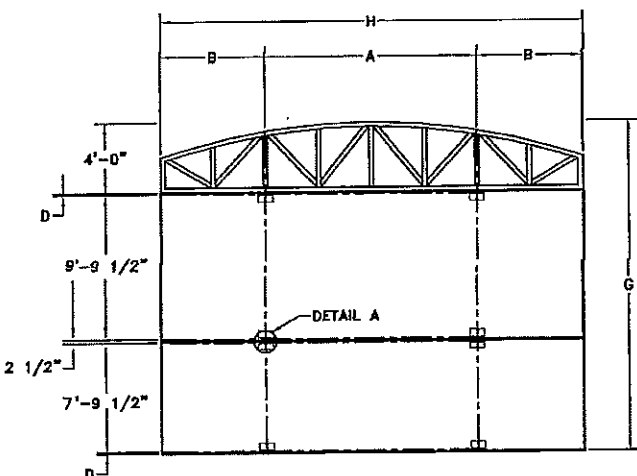
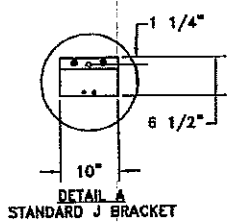


COLUMNS AND FOOTINGS SHOWN HERE, PROVIDED BY OTHERS, ARE SIZED TO COMPLY WITH IBC 2006 90 MPH EXPOSURE B REQUIREMENTS. THE MANUFACTURED PRODUCT EXCEEDS THE REQUIREMENTS OF IBC 2006 90 MPH EXPOSURE B AS MOUNTED HERE. DESIGN SHOULD BE ALTERED FOR DIFFERENT SOIL CONDITIONS, CLEARANCE, OR LOCAL CODES. FAIR-PLAY ASSUMES NO RESPONSIBILITIES FOR INSTALLATIONS DONE BY OTHERS.

CONTROL CABLES- SUGGEST 1/2" CONDUIT BE USED FOR BURIED CABLE IN AREAS WHERE IT MAY BE SUBJECT TO MECHANICAL DAMAGE. POWER WIRES SHOULD BE ROUTED IN SEPARATE CONDUIT FROM CONTROL CABLE.

INSTALLATION DRAWING SHOULD BE REVIEWED AND APPROVED BY A LICENSED PROFESSIONAL ENGINEER IN YOUR AREA PRIOR TO CONSTRUCTION.

* REFERENCE 01-0500-01 FOR INSTALLATION NOTES.




**HANGER DETAIL
BACK VIEW**

DIMENSIONS

A	B	C	D	E	F	G	H	COLUMNS	POWER REFERENCE
14'-0"	6'-0"		1 1/4"	3'-6"	10'-0"	22'-0"	26'-0"	W18 X 50	01-8124-73-1

**TOWN OF CROMWELL
TOWN COUNCIL
REGULAR MEETING
WEDNESDAY MAY 9, 2018
7:00 PM TOWN HALL ROOM 224/5**

RECEIVED FOR RECORD
May 16, 2018 02:58P
JOAN AHLQUIST
TOWN CLERK
CROMWELL, CT 

MINUTES

Present: Mayor E. Faienza, Deputy Mayor R. Newton, Councilors F. Emanuele, S. Slade, A. Waters, J. Demetriades, M. Johnson

Absent: None

Also Present: Town Manager A. Salvatore, Chief of Police D. Lamontagne, Director of Finance M. Sylvester, Executive Director Mattabassett District A. Simonian and Cromwell Representative to the Mattabassett B. Anderson, members of the public.

A. CALL TO ORDER

Mayor Faienza called the meeting to order at 7:22p.m.

B. PLEDGE OF ALLEGIANCE

S. Slade led the Pledge of Allegiance.

C. APPROVAL OF AGENDA

Motion made by R. Newton seconded by J. Demetriades and unanimously carried to approve the agenda as posted.

D. COMMISSION CHAIRMAN REPORTS/LIASON REPORT/STAFF REPORTS

1. Executive Director A. Simonian presented the Mattabassett District Budget Report (attached to the minutes).
2. Director of Planning and Development/EDC Coordinator submitted a written report.
3. Board of Education Liaison P. Sousa presented current activities of the Board of Education.
4. Ann Grasso, Senior Services Commission advised that the recent musical event raised \$3,000.

E. CITIZEN COMMENTS

None

F. MAYOR'S REPORT

Mayor Faienza reported:

- Thanked the Council Members that supported the Mayor's Gala.
- Pension Committee met.
- Business Visits this month went to three Main Street locations.

- Asia Market is looking to expand and add a butcher shop, restaurant and The Well is moving there.
- Cromwell will host Channel 3, 20 towns in 20 days. It will be broadcasted starting at 5:00 p.m. at Frisbee Park.
- Councilor Slade presented a possible ordinance of Don't Block the Box specifically for the intersection of the Route 9 exit onto Route 372.
- Human Resource Coordinator B. Price submitted information regarding the Code of Conduct that went out with the packet. A short discussion followed with the Council making recommendations to the draft. M. Johnson read the oath of office that he took when being sworn in to the Town Council and stated that works for him.
- The financial aspects of the School Building Project were discussed. It was agreed upon to work things out before holding a joint meeting of the Boards of Finance and Education and the Town Council.
- Dare Graduation was awesome. Kudos to Office Tolton.
- The Chamber meets tomorrow.

G. TOWN MANAGER'S REPORT

Town Manager Salvatore reported:

- Commended Staff and the Finance Director for an outstanding job bringing in a stellar budget that resulted in a 1.35 reduction in the mill rate.
- Parks and Grounds and Building Maintenance are doing a great job to keep the grounds looking good. Highway is in the process of road sweeping and crack sealing.
- Cromwell Brook; culvert good to satisfactory condition with no negative bacteria.
- The Recreation Department is adding many new programs some geared to children with Special Needs.
- Frisbee Park doesn't have enough material; River Road was stripped and they are applying for a permit to use that material.
- Asst. Finance Director DeVoe put together a CPR Program; 19 employees were certified.
- Marshalls will be part of the Shop-Rite complex.
- The Scannell Project is going well.
- The Town has been approached by a developer that is interested in building a hotel on Main Street across from the former Mobil gas station.
- Advised the Council that an Attorney was hired to represent the town for two tax appeals, due to a conflict of interest with our Town Attorney's firm.

H. CHIEF OF POLICE'S REPORT

Chief Lamontagne reported:

- Reported on the High Visibility Grant.
- Took in four large bags of drugs during the recent Drug Take Back Day.

- Sgt. Parsons was quick to react when he heard gun shots during the Road Race. A resident on a nearby side street was attempting to shoot squirrels on his bird feeder.
- The Car show will be held on May 25th from 4 until 8 p.m. at Cromwell Growers.
- The Memorial Day Parade and Program will be held on May 30th.
- They are gearing up for this year's Traveler's Championship.

I. PUBLIC WORK DIRECTOR'S REPORT

Attached to minutes.

J. FINANCIAL/FINANCE DIRECTOR'S REPORT

Finance Director M. Sylvester reported:

1. Budget Reports - No areas of concern at this time. Expenditures are on target. Prospects of receiving the second installment of State Aide are questionable.
 - They are in process of changing the town's accounts to Farmington Bank.

2. Tax Refunds

Motion made by A. Waters seconded by S. Slade and *unanimously carried* to approve Tax Refunds 1 - 17.

3. Discussion and possible action to restore CNR requests to the 18/19 CNR Budget.

Town Manager Salvatore presented the request. A lengthy discussion followed regarding if the items were needed. The consensus of the Council was to vote on the items one at a time.

1. Replacement Plow for 7 CW- \$18,000

Motion made by R. Newton seconded by A. Waters and *unanimously carried* to approve the additional CNR request, request presented by the Town Manager, for the 2018-2019 Fiscal Year.

2. Pickup with plow, ~~\$57,500~~

Motion made by A. Waters seconded by J. Demetriades and *unanimously carried* to deny the additional CNR request, request presented by the Town Manager, for the 2018-2019 Fiscal Year.

3. Road Improvements, \$50,000

Motion made by R. Newton seconded by A. Waters and *unanimously carried* to approve the additional CNR request, request presented by the Town Manager, for the 2018-2019 Fiscal Year.

Parks and Grounds Small Capital

1. V-Plow for Tool-Cat -\$4,400.00

Motion made by F. Emanuele seconded by A. Waters and *unanimously carried* to approve the additional Parks & Grounds request, as presented by the Town Manager, for the 2018-19 Fiscal Year.

2. Sander for Mason Dump -\$6,500

Motion made by F. Emanuele seconded by A. Waters and *unanimously carried* to approve the additional Parks & Grounds request, as presented by the Town Manager, for the 2018-19 Fiscal Year.

Mayor Faienza called for a 5 minute recess

K. NEW BUSINESS

1. Discussion and action to approve fee changes for food service establishments.

A lengthy discussion followed. S. Slade stated that she is against the fee changes because she wants to be small business friendly. Mayor Faienza stated that he is in favor and supports the Health Director's request to equalize the fees due to a restructuring of classes by the Federal and State Government. When reclassifying the businesses the Cromwell taxpayers will have to make up the \$3,500 shortage a year if this is not approved.

Motion made by R. Newton seconded by A. Waters to approve.

Aye: E. Faienza, R. Newton

Nay: J. Demetriades, F. Emanuele, S. Slade, A. Waters, M. Johnson

Motion failed.

2. Discussion and action to approve adding revised Storm Water Ordinance.

Town Manager Salvatore presented the request.

A lengthy discussion followed regarding the change that the Town Attorney made regarding the Town Manager being the point person for the enforcement of the Storm Water Ordinance as was brought up by Alice Kelly during the Public Hearing. Previously the Planning and Zoning Commission were named as the Storm Water enforcement.

Motion made by A. Waters seconded by S. Slade and *carried* to approve adding revised Storm Water Ordinance as recommended by Town Attorney.

Aye: F. Emanuele, R. Newton, E. Faienza, S. Slade, M. Johnson

Nay: J. Demetriades, A. Waters

Motion carries

3. Discussion and action to approve use of parking lot leased by the COA for Summer Concerts, Wednesday June 24th (will be held in the Gym if rains) June 27th July 11th July 18th and July 25th rain dates will be the next day on Thursday).

Town Manager Salvatore presented the request.

A. Waters took personal exception of the tone of the letter that was sent to the COA via the Commodore. Commodore Bonacquisto stated that he met with the Mayor and Town Manager shortly after being named Commodore and requested open and direct communication. He had no problem with the correspondence and appreciated the information.

Motion made by S. Slade seconded by A. Waters and *unanimously carried* to

approve use of parking lot leased by the COA for Summer Concerts, Wednesday June 24th (will be held in the Gym if rains) June 27th July 11th July 18th and July 25th rain dates will be the next day on Thursday).

L. APPROVAL OF MINUTES

1. Special Meeting, 6:00 Special Meeting April 18, 2018

Motion made by S. Slade seconded by A. Waters and *unanimously carried to* approve the meeting of April 18, 2018 (6:00 meeting)

2. Special Meeting, 6:15 Special Meeting April 18, 2018

Motion made by A. Waters seconded by R. Newton and *unanimously carried to* approve the meeting of April 18, 2018 (6:15 meeting)

M. TOWN COUNCIL COMMISSION LIAISON REPORTS

M. Johnson -Redevelopment

S. Slade -ZBA

E. Faienza -Mayor's Gala

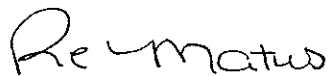
F. Emanuele -Board of Education

J. Demetriades -P&Z and Mayor's Gala

N. ADJOURNMENT

Motion made by S. Slade seconded by F. Emanuele and *unanimously carried to* adjourn the meeting at 10:20 p.m.

Respectfully submitted,



Re Matus
Secretary

THE MATTABASSETT DISTRICT

Memorandum

Date: April 4, 2018

Subject: Board Motions

To: Board of Directors

From:

Arthur G. Simonian, Executive Director

AGS

**FINANCE COMMITTEE
BOARD MOTIONS**

April 16, 2018

1) 2017-2018 Budget Revisions

MOTION: The Board approves adjusting the following 2017-2018 Capital Budget Line Items and Reserve Fund Transfer Income to \$790,229 for Capital Item Expenses as outlined below and authorizes the Executive Director to advertise the amended budget.

- a) Increase the Capital Outlay General Line Item, #71010, by \$41,000 to \$291,000 to cover costs for roofing repairs, steel platform at odor tower planetary gear for centrifuge and ductless heating system for electric MCC rooms.
- b) Increase the Capital Outlay Nutrient Analyzer Partial Line Item, #71080, by \$16,000 to \$46,000 to cover costs to purchase the analyzer this year as it was partially funded in FY17.
- c) Increase the Capital Outlay Atomic Analyzer AA Line Item, #71081, by \$32,000 to \$32,000 to cover costs to purchase a new unit with a trade-in savings of \$70,000.
- d) Increase the Capital Outlay Gates for Trunk Sewer Line Item, #71100, by \$37,040 to \$37,040 to cover costs to install new gates along the right of way as it was partially funded in FY17.
- e) Increase the Capital Outlay Enclosure for Rag Collection Line Item, #71110, by \$600 to \$600 to cover expenses this year.
- f) Increase the Capital Outlay Rollup Doors for Two Primaries Line Item, #71120, by \$240,000 to \$240,000 (funded partially in FY17). This is necessary due to safety issues and access to remove grease from primary tanks rollup doors on primary tanks (1-2). Partially funded in FY17.
- g) Increase the Capital Outlay Vehicle Replacement Exec. Dir. Line Item, #71140, by \$2,866 to \$2,866 to cover accessories for emergency lights.
- h) Increase the Capital Outlay Door and Window Replacement Line Item, #71200, by \$16,415 to \$16,415 to cover costs for replacement door and windows. Partially funded in FY17.

THE MATTABASSETT DISTRICT

Memorandum

Finance Committee

Board Motions

April 4, 2018

Page 2 of 2

- i) Increase the Capital Outlay Reline Clay Lagoon (design) Line Item, #71220, by \$24,000 to \$24,000 to cover costs for investigating, geotech report and recommendations. Partially funded in FY17.
- j) Increase the Capital Outlay Odor Control Carbon Change out Line Item, #71251, by \$70,000 to \$70,000 to cover cleanout required for odor control. This was an emergency expenditure and necessary this year.
- k) Increase Capital Outlay Sludge Storage Diffusers Line Item, #71261, by \$3,941 to \$3,941 to cover costs of purchasing diffuser materials so we can install this summer.
- l) Increase Capital Outlay Sludge Storage Tank Recirc. Pump Line Item, #71290, by \$23,000 to \$23,000. The Budget was \$15,000 in FY17.
- m) Increase Capital Outlay Sludge Enclosure Area (design) Line Item, #71300, by \$4,500 to \$4,500 to cover costs for engineering and inspection for the new sludge enclosure. Partially funded in FY17.
- n) Increase Capital Outlay Pneumatic Sand Addition Line Item, #71360, by \$216,000 to \$336,000 for adding sand into incinerator without having to shut down or take out of service for a day.
- o) Increase Capital Outlay IDI Carbon Change Unit Line Item, #71361, by \$2,710 to \$2,710 old carbon disposal.
- p) Increase Capital Outlay Second Service Water Strainer Line Item, #71380, by \$157 to \$25,157 to cover costs of replacing strainer for the secondary water services which feed the plant.
- q) Increase Capital Outlay Clarifiers Main Gear Drives Line Item, #71430, by \$60,000 to \$60,000 to cover costs of the drive replacement that operates the rake arms. This was an emergency expenditure.
- r) Increase Reserve Fund Transfer Line Item, #48300, by \$790,229 to cover Capital Line Item expenses identified above.

Moved: _____; Seconded: _____; Approved: _____.

Discussion:

Fiscal Year 2017-2018 Flow Development Work Sheet and Other Income -

REVISED 4.3.18 (Added Reserve Transfer of \$790,229 for CAPITAL PROJECTS)

Notes
1 This spreadsheet is based on the FY2018 2017 Budget spreadsheet.

2 The same formulas have been used as in the previous budget preparation process.

3 Assumptions include: 2% Contract Salary increase plus steps, 7% Medical costs increase, 14% MERPF Contrib from Mattabasset currently 11%, Electricity increase 10% due to 19% increase in generation starting Jan, 17, no distribution costs increase assumed.

4 Sludge/Septage Income \$975,000
Interest Income Projected \$60,000 - Actual FY16 is 68K, reduced as reserve funds used for CWF.

Misc Income remains the same at \$8,000

Excess Income Transfer \$0.00 - Need to build up Reserves and CHRF Accounts for future projects and emergencies.

Reserve fund transfer \$0.00 already used funds in previous FY's to reduce debt service

5 Overall Budget Increase = over FY17's budget

6 Excluding Capital & Electricity the FY18 budget increased = over FY17's budget

The Following Input has been derived from the Flow Worksheet

	2014 Flows				2015 Flows				2016 Flows				Reserved Allocation 1986			
	Total	Average	% Const	% Tot Flow	Total	Average	% Const	% Tot Flow	Total	Average	% Const	% Tot Flow	Flow	% of Const	% of Total	
Municipality	3556.25	10.57	73.11%	63.40%	3304.41	9.05	62.96%	60.60%	3097.88	8.49	63.66%	60.64%	12.60	70.39%	57.27%	
New Britain (incl Fam)	1017.44	2.79	19.29%	18.73%	1049.06	2.87	19.96%	19.24%	890.88	2.44	18.30%	17.43%	3.30	18.44%	15.00%	
Berlin	401.50	1.10	7.60%	6.59%	384.51	1.05	7.33%	7.05%	353.87	0.97	7.27%	6.92%	2.00	11.17%	9.09%	
Cromwell	569.22	1.56	N/A	9.36%	510.58	1.40	7.73%	9.36%	524.89	1.44	10.79%	10.28%	2.50	N/A	11.37%	
Middletown	238.95	0.65	N/A	3.93%	204.14	0.56	N/A	3.74%	241.60	0.66	N/A	4.73%	1.60	N/A	7.27%	
MDC	4.60	0.01	N/A	0.08%	4.60	0.08%	N/A	0.08%	4.60	0.01	N/A	N/A	22.00	N/A	N/A	
Farmingington (Not in Tot)	6082.86	16.67	100.00%	100.00%	5452.70	14.94	100.00%	100.00%	5103.82	14.00	100.00%	100.00%	22.00	100.00%	100.00%	

	Peak Flow	Peak Through	Secondary
NB	45.82	20.04	
BERLIN	12.00	5.25	
CROM	7.27	3.18	
MIDDLE	9.10	3.98	
MDC	5.82	2.54	
	80.00	35.00	

	2010-2014 Average Flows				2011-2015 Average Flows				2012-2016 Average Flows				2014-2030 Reserved Allocation			
	Total	Average	% Const	% Tot Flow	Total	Average	% Const	% Tot Flow	Total	Average	% Const	% Tot Flow	Flow	% of Const	% of Total	
Municipality	3655.57	10.57	70.79%	61.71%	3741.25	10.25	63.87%	61.42%	3395.11	9.30	64.09%	61.47%	14.25	42.86%	40.89%	
New Britain (incl Fam)	1161.32	3.18	21.32%	18.58%	1102.49	3.02	18.82%	18.10%	971.30	2.86	18.34%	17.56%	5.00	15.04%	14.35%	
Berlin	430.13	1.18	7.90%	6.88%	422.33	1.16	7.21%	6.93%	388.45	1.06	7.33%	7.03%	3.00	9.02%	8.61%	
Cromwell	594.85	1.63	N/A	9.52%	591.23	1.62	10.09%	9.71%	542.50	1.49	10.24%	9.82%	11.00	33.08%	31.56%	
Middletown	207.04	0.57	N/A	3.31%	234.10	0.64	N/A	3.84%	226.25	0.62	N/A	4.10%	1.60	N/A	4.59%	
MDC	4.60	0.01	N/A	0.07%	4.60	0.01	N/A	N/A	4.60	0.01	N/A	N/A	N/A	N/A	N/A	
Farmingington (Not in Tot)	6249.31	17.12	100.00%	100.00%	6091.39	16.69	100.00%	100.00%	5523.61	15.14	100.00%	100.00%	34.85	100.00%	100.00%	

	Primary	Peak Through	Secondary
NB	45.82	22.49	59.75%
BERLIN	12.00	7.89	20.96%
CROM	7.27	4.73	12.56%
MIDDLE	39.10	17.36	
MDC	5.82	2.53	6.71%
	110	55	

For the Assessment Worksheet Provide the following Projections

Estimate of Interest Income for the Budgeted Fiscal Year	\$60,000
Estimate of Sludge and Grease Income	\$200,000
Estimate of Sludge Revenue	\$775,000
Estimate of Miscellaneous Income	\$5,000
Estimate of Misc, Nitrogen Loan/Bond Income	\$0
Reserve Fund Transfer for Operations Expenses (Misc. Income Eversource, Electricity Lower)	\$250,000
Reserve Fund Transfer to CAPITAL BUDGET INCREASE	\$790,229
Reserve Fund Transfer to reduce burden of First yr Construction Loan payment,	\$0
\$13,000,000 Res Fund Transfer for NB, B, C 2015-2018 Start, Amt. Reduced each yr	\$1,387,968
New Britain	\$97,357.48
Berlin	\$256,416.03
Cromwell	\$154,194.29

Transfer from Reserves for Capital Projects (see Finance Committee Mtg 4.2018)

Increased, Accelerated Credits applied to Charter Members
Increased, Accelerated Credits applied to Charter Members
Increased, Accelerated Credits applied to Charter Members

LEGAL NOTICE

THE MATTABASSETT DISTRICT
Budget REVISED 4.3.2018
April 3, 2018 Finance Committee Approved
Fiscal Year July 1, 2017 to June 30, 2018

EXPENDITURES

Liability Insurance	\$155,300.
Engineering Services	\$146,000.
Legal & Accounting	\$105,000.
Training, Travel, & Meetings	\$29,000.
Office/Bus Services & Supplies	\$192,600.
Permit Fees	\$22,500.
Nitrogen Credits Purchase	\$0.
Salaries	\$2,867,649.
Employee Health Insurance	\$510,893.
Retirement	\$451,052.
Workers Comp Insurance	\$65,000.
Misc Employee Services	\$42,341.
Operations Supplies	\$50,000.
Sludge, Grit, Rags & Ash Disposal	\$130,000.
Electricity	\$1,872,000.
Natural Gas, Diesel & Gasoline	\$168,000.
Chemicals	\$425,500.
Water	\$75,000.
Bldgs, Grds & Equip Maintenance	\$520,800.
Laboratory	\$47,500.
Contingencies	<u>\$130,000.</u>
Total Operations Budget	\$8,006,135.
Bonded Debt Payment	\$5,450,222.
Capital Outlay Gen & Plant	\$1,584,729.
Capital Nitrogen	\$75,000.
Legislative Payment Cromwell	<u>\$100,000.</u>
Operations, Debt & Capital Budgets	\$15,216,086.
Nitrogen Upgrade B/L & CA	<u>\$200,000.</u>
Total Budget	15,416,086

REVENUE

New Britain	\$5,794,805
Berlin	\$1,862,451
Cromwell	\$888,309
Middletown	\$2,774,914
Metropolitan District Commission	\$618,113
Farmington	\$9,297
Interest Income	\$60,000
Sludge Management	\$975,000
Operating Fund Excess Income	\$250,000
New Britain, Berlin, Cromwell, Credits	\$1,387,968
Reserve Fund Debt Transfer	\$0
Reserve Fund Transfer for Capital Project	\$790,229 Increased \$790K for CAPITAL
Miscellaneous Income:	\$5,000
Bond/Loan Income	<u>\$0</u>
Total Revenue	\$15,416,086

Approved by Board of Directors: APRIL 16, 2018

**FIVE YEAR CAPITAL PLAN
DEPARTMENT REQUESTS
REVISED APRIL 3, 2018**

Priority Ratings:

1. Essential for the operation of the facility
2. Required by State and Federal regulations.
3. Required to lower impact to community.
4. Funded by Nitrogen Project
5. Enhance or make more efficient provision of current level of service.
6. Funded by energy performance contract
7. Funded from CNR.

DEPT. #	17/18 Priority	2017/18 DEPT. REQUESTS	2017 2018 NOTES	2018/19 PLAN	2019/20 PLAN	2020/21 PLAN	2021/22 PLAN	TOTAL REQUEST		
01	LABORATORY									
		1,2	46,000	Increased by \$16,000	10,000			\$0	\$0	
		1,2			10,000			\$0	\$46,000	
		1,2	10,000	\$3500 COMPLETE	10,000					
		1,2	5,000	NOT Needed, Defer	10,000					
		1,2	32,000	Increased by \$32,000 Completed in Aug, 2017		15,000			\$32,000	
		2,1	\$93,000		\$40,000	\$15,000	\$0	\$0	\$15,000	
									\$93,000	
	02	MAINTENANCE								
			1,7			60,000				\$60,000
		1	2,866	Increase by \$2866 Emergency Lights	40,000				\$40,000	
		5	30,000	Performing as needed	50,000				\$0	
		1,3	16,415	Increase by \$16,415, completed FY18					\$50,000	
		6,7	37,040	Increase by \$37,040 completed FY18					\$30,000	
		3,7	37,000	May include with Energy Perf.	40,000	45,000	50,000		\$16,415	
		1,3							\$37,040	
		1,3							\$172,000	
		1	60,000	Underway with layout and quotes	225,000	250,000	275,000		\$750,000	
03	OPERATIONS									
		1	\$183,321		\$580,000	\$365,000	\$0	\$0	\$195,000	
		1,2	2,710	Increase \$2710 Old Carbon changeout	115,000				\$227,710	
		1,2	12,000	Looking into this year Increased \$216,000. Bids			300,000	110,000	\$300,000	
		1	336,000	Received Includes 5% Contingency and Constr					\$0	
		1,2	24,000	Admin Increase by \$24K Design in FY18	100,000				\$336,000	
		1,2							\$24,000	
		5							\$100,000	
		1,5							\$0	
									\$0	

The Mattabassett District
 Work Sheet for 2017-2018 Budget - February XX, 2017
 REVISED 4.3.2018

Through 2.28.18
 FY 2017-2018
 FY 17-18

FY 2015-2016

Budgeted Expenditures Over/Under

Expenditures BUDGET

Notes

CAPITAL - OPERATIONS - 70000

	Budgeted	Expenditures	Over/Under	Expenditures	BUDGET	Notes
71000 Capital Outlay	\$500,000.	\$393,384.	\$106,616	\$671,574	\$1,659,729	
71010 General	\$340,000.	\$109,100.	\$230,900	\$230,993.	\$291,000.	Increase by \$790,229 Increase \$41,000
71030 Nitrogen Treatment	\$100,000.	\$124,592.	(\$24,592)	\$30,000.	\$75,000.	
71040 Sodorinclinometer	\$60,000.	\$36,654.	\$23,346	\$0.	\$0.	
71050 Disinfection	\$0.	\$0.	\$0	\$0.	\$0.	
71060 Outfall (See 52160 Inspection)	\$0.	\$39,082.	(\$39,082)	(\$900.)	\$0.	
71070 Trunk Sewer	\$0.	\$0.	\$0	\$0.	\$0.	
71080 Nutrient Analyzer Payroll (2 of 2)	\$0.	\$0.	\$0.	\$45,962	\$46,000.	Increased \$16,000
71081 ATOMIC ANALYZER AA	\$0.	\$0.	\$0.	\$31,678.	\$32,000.	Increased \$32,000
71090 Balancer for Lab FY16 Funded	\$0.	\$7,262.	\$7,262.	\$2,500.	\$37,040.	Increase by \$37,040
71100 Gates for Trunk Sewer	\$0.	\$3,660.	\$3,660.	\$553.	\$600.	Increase by \$600
71110 Enclosure for Rag Collection (FUNDED FY16)	\$0.	\$0.	\$0.	\$100,698.	\$240,000.	Increased \$240,000 funded partially in FY17. Necessary due to safety issues and access to remove grease from primary tanks rollup doors are necessary on primary tanks (1-2)
71120 Rollup Doors for Two Primaries (Prelim Est.)	\$0.	\$0.	\$0.	\$92,660.	\$100,000.	Enclosure to control odors, snow/ice buildup
71130 Enclosure for Sludge Receiving	\$0.	\$0.	\$0.	\$2,866.	\$2,866.	Increase by \$2866 for Accessories emergency lights
71140 Vehicle Replacement Exec Dir. (Funded FY16)	\$0.	\$0.	\$0.	\$0.	\$0.	New Binding Machine for booklets
71150 Binding Machine	\$0.	\$0.	\$0.	\$0.	\$0.	Raw Sewage Pumps and cone valve rebuilding
71160 Raw Sewage Pump Rebuild (1 year)	\$0.	\$0.	\$0.	\$60,000.	\$60,000.	Necessary due to age of Flight Drives
71170 RAW Sewage Manoral system	\$0.	\$0.	\$0.	\$16,445.	\$16,415.	Reduce wear on Tractor Road Driven
71180 Primary Tank Flight Drives (10year)	\$0.	\$7,851.	\$7,851.	\$37,000.	\$37,000.	Required pumps and cones 50 years old
71190 Trailer for Tractor FY16 Funded	\$0.	\$0.	\$0.	\$1,815.	\$24,000.	Increase by \$24,000
71200 Door and Window Replacement Various	\$0.	\$0.	\$0.	\$0.	\$0.	Reduce odors and vac truck pumping
71210 Cone Valves for Raw Sewage Pumps (1/10)	\$0.	\$0.	\$0.	\$0.	\$0.	Necessary for on-site transportation and snow plowing. Exlat. vehicle is 2009.
71220 Re-line Clay Lagoon (design)	\$0.	\$0.	\$0.	\$6,000.	\$15,000.	Required Cleaning for Odor Control
71230 Auto Degrit/Rag Septage Area Design	\$0.	\$0.	\$0.	\$9,456.54	\$70,000.	Increased \$70,000 Required
71240 Pickup Truck #350	\$0.	\$0.	\$0.	\$3,941.	\$3,941.	Required Cleaning
71250 Odor Control Acid Cleaning (2/10)	\$0.	\$0.	\$0.	\$12,000.	\$12,000.	Increase by \$3941
71251 Odor Control CARBON CHANGED OUT	\$0.	\$0.	\$0.	\$22,858.	\$23,000.	Pump Replacement due to age
71260 Sludge Storage Tank Cleaning (1/10) FY16 Funded	\$0.	\$0.	\$0.	\$4,500.	\$4,500.	Reduce noise for public
71261 Sludge Storage Diffusers	\$0.	\$0.	\$0.	\$0.	\$0.	Increase by \$4,500
71270 Septage Unloading Pump Repl.	\$0.	\$0.	\$0.	\$0.	\$0.	Old Refrigerator needs high tolerance for temperatures
71280 Sludge Storage Blower/Silencer	\$0.	\$0.	\$0.	\$10,000.	\$10,000.	
71290 Sludge Storage Rebric Pump	\$0.	\$0.	\$0.	\$0.	\$0.	
71300 Sludge Enclosure Area (Design)	\$0.	\$0.	\$0.	\$0.	\$0.	
71310 Refrigerator Lab Samples/Blanks	\$0.	\$0.	\$0.	\$0.	\$0.	

The Mattabassett District
 Work Sheet for 2017-2018 Budget - February XX, 2017
 REVISED 4.3.2018

	FY 2015-2016	Through 2.28.18 FY 2017-2018	FY 17-18	FY 17-18	Notes
	Budgeted	Expenditures	Over/Under	BUDGET	
71320 Muffle Furnace Volatiles		\$3,346.		\$5,000.	For Volatile Solids, saves on outside lab costs and turn around times
71330 Diesel Fuel Tank Convert					
71340 Ash Landfill Chain Link Fence				\$30,000.	Chain Link Fences needs substantial repair and replacement in areas.
71350 2nd Backflow Preventer Potable IDI				\$12,000.	
71360 Pneumatic Sand Addition				\$336,000.	Increased \$216,000 For adding sand into incinerator without having to shutdown or take out of service for a day.
71361 IDI Carbon Change		\$2,710.		\$2,710.	Increase by \$2710 for Old Carbon disposal (prior to GAC fire)
71370 Aeration Blowers Siemens Level 1				\$30,000.	Blowers need Level 1 service every 2 years
71380 Second Service Water Strainer		\$25,157.		\$25,157.	Increase by \$157
71390 Centrate Pump (Spares)				\$15,000.	Spare Centrate Pump
71400 Aeration Tank DO Probes (Replacement 42yr)				\$10,000.	Aeration Tank DO Probes(42)
71410 Aeration Tank pH and ORP Sensors				\$3,500.	Aeration Tank ORP Probes every yr
71420 CNR Reserve Fund				\$0.	Reserve to CNR
71430 Clarifiers Main Gear Drives		18,593.75		\$60,000.	Increased \$60,000
CIP TOTAL		\$440,581.		\$1,263,729.	Increase by \$749,229
Sub-Total Operations & Capital Budgets	\$21,226,432.	\$20,116,093.	\$1,110,340	\$15,116,086.	Increased \$790,229
73000 Nitrogen Upgrade	\$4,040,000	\$2,738,276.	\$1,301,724	\$200,000.	
73010 DEEP - Nickerson & WLP	\$3,040,000	\$1,600,761.	\$1,439,239	\$0.	
73020 Other MILONE AND MACBROOM		\$0.	\$0	\$0.	
73030 Direct Pymt to WP and Nickerson	\$1,000,000.	\$1,137,516.		\$200,000.	For Change Orders or Addl work
73040 INCINERATOR GAC FIRE				\$0.	
73050 INCINERATOR NOx Compliance Issues				\$0.	
84000 Cromwell Payment- Special Act 11-15 Annual Payment	\$100,000.	\$100,000.	\$0	\$100,000.	
New- 12/28/17					
TOTAL BUDGET	\$25,366,432.	\$22,954,369.	\$2,412,063	\$15,416,086.	Increased \$790,229 from Capital

PARTICIPANT

	FY 2016-2017	FY 2017-2018	CHANGE	NO CHANGE TO ASSESSMENTS
New Britain (less Farmington): Total:				
Operations (net minus debt & Cap)	\$5,770,140.	\$5,794,805.	0.43%	\$24,665.
Debt	\$3,784,722.	\$4,106,279.	8.50%	\$321,557.
Capital Gen & Admin	\$1,560,984.	\$1,251,212.	-19.84%	(\$309,772.)
Capital Nitrogen	\$383,544.	\$355,534.	-7.30%	(\$28,009.)
Operations (net minus debt & Cap)	\$40,890.	\$81,779.	100.00%	\$40,890.
Debt	\$1,860,803.	\$1,862,451.	0.09%	\$1,648.
Capital Gen & Admin	\$1,112,905.	\$1,183,469.	6.34%	\$70,564.
Capital Nitrogen	\$598,974.	\$525,538.	-12.26%	(\$73,436.)
Operations (net minus debt & Cap)	\$134,577.	\$124,749.	-7.30%	(\$9,828.)
Debt	\$14,347.	\$28,694.	100.00%	\$14,347.
Capital Gen & Admin	\$81,779.	\$888,309.	-3.22%	(\$29,581.)
Capital Nitrogen	\$917,890.	\$439,695.	9.45%	\$41,569.
Operations (net minus debt & Cap)	\$388,841.	\$314,978.	-19.00%	(\$73,862.)
Debt	\$80,746.	\$74,849.	-7.30%	(\$5,897.)
Capital Gen & Admin	\$8,608.	\$17,217.	100.00%	\$8,608.
Capital Nitrogen	\$2,759,965.	\$2,774,914.	0.54%	\$14,949.
Operations (net minus debt & Cap)	\$685,589.	\$717,039.	4.59%	\$31,450.
Debt	\$1,746,743.	\$1,720,300.	-1.51%	(\$26,444.)
Capital Gen & Admin	\$296,069.	\$274,448.	-7.30%	(\$21,621.)
Capital Nitrogen	\$31,564.	\$63,128.	100.00%	\$31,564.
Operations (net minus debt & Cap)	\$508,346.	\$618,113.	21.59%	\$109,767.
Debt	\$581,065.	\$618,113.	6.38%	\$37,048.
Capital Gen & Admin	\$279,338.	\$318,786.	14.12%	\$39,448.
Capital Nitrogen	\$181,353.	\$250,225.	37.98%	\$68,873.
Operations (net minus debt & Cap)	\$43,065.	\$39,920.	-7.30%	(\$3,145.)
Debt	\$4,591.	\$9,182.	100.00%	\$4,591.
Capital Gen & Admin	\$9,194.	\$9,297.	1.12%	\$103.
Capital Nitrogen				
Farmington:				
Sub Total				
Interest Income	\$17,000.	\$60,000.	252.94%	\$43,000.
Sludge Management	\$975,000.	\$975,000.	0.00%	\$0.
Reserve Fund Transfer for Ops Bud	\$585,000.	\$250,000.	-57.26%	(\$335,000.)
\$13 Res Fund Trans NB, B, C Credit	\$1,057,105.	\$1,387,968.	31.30%	\$330,863.
Reserve Fund Transfer for 1stYr Debt	\$0.	\$0.		\$0.
Reserve Fund Transfer to CAPITAL BUDGET INCREASE	\$0.	\$790,229.	0.00%	\$0.
Miscellaneous Income:	\$5,000.	\$5,000.		\$0.
Nitrogen Loan/Bond Income	\$0.	\$0.		\$0.
Total Budget:	\$14,465,444.	\$15,416,086.	6.57%	\$950,642.
Total Constituents'	\$11,308,798.	\$11,320,479.	0.10%	\$11,681.
Total Contractuals'	\$517,540.	\$627,410.	21.23%	\$109,870.
				Transfer for Capital however NO CHANGE TO ASSESSMENTS

**The Mattabassett District
Fund Transfers
Fiscal Year 2017-2018
3/2/2018**

	Original	Revised	Increase
<u>Capital Expense</u>			
71010 General	250,000	291,000	41,000
71080 Nutrient Analyzer Partial 2 of 2	30,000	46,000	16,000
71081 ATOMIC Analyzer AA	-	32,000	32,000
71100 Gates for Trunk Sewer	-	37,040	37,040
71110 Enclosure for Rag Collection (Funded FY 16)	-	600	600
71120 Rollup doors for Two Primaries	-	240,000	240,000
71140 Vehicle Replacement Exec director (Funded FY 16)	-	2,866	2,866
71200 Door & Windows Replacement Various	-	16,415	16,415
71220 Reline Clay Lagoon (design)	-	24,000	24,000
71251 Odor Control CARBON CHANGEOUT	-	70,000	70,000
71261 Sludge Storage Diffusers	-	3,941	3,941
71290 Sludge Storage Tank Rear Pump	-	23,000	23,000
71361 IDI Carbon Cange Out	-	2,710	2,710
71300 Sludge Enclosure Area (Design)	-	4,500	4,500
71360 Pneumatic Sand Addition	120,000	336,000	216,000
71380 Second Service Water Strainer	25,000	25,157	157
71430 Clarifiers Main Gear Drives	-	60,000	60,000
Sub Total	425,000	1,215,229	<u>\$ 790,229</u>

	Debit	Credit	
<u>Reserve Fund Transfers Income</u>			
48300 Reserve Fund Transfer to Capital Expense	790,229		
48300 Reserve Fund Transfer to Capital Expense		(790,229)	
Sub Total			<u>\$ (790,229)</u>

Total	<u>\$</u>	<u>-</u>
--------------	-----------	----------

To: Town Council
From: Stuart B. Popper Director of Planning and Development
Date: May 2, 2018
Re: Economic Development Coordinator Report for May 2018

1. **International Council of Shopping Centers New England Retail Connection**
 - We will have our trade show booth at the ICSC New England Retail Connection on Tuesday June 5, 2018 at the Connecticut Convention Center in Hartford.
 - We will be showcasing the town and available commercial properties for lease or for sale.

2. **Business Visitations**
 - We had three business visitations on Wednesday April 25, 2018: Pinewood Landscaping at 302 Main Street; Hunter Law, LLC at 332b Main Street and Asia Grocers at 540 Main Street.

3. **Economic Development Web Site**
 - We have incorporated the Go To Cromwell Website into the town website and will be updating it and adding links to local businesses.

4. **Economic Development**
 - We continue to have discussions with the Nike Site developers on the status of their project.
 - We continue to work with developers proposing new hotels and additional retail development on Berlin Road.

5. **PZC Actions: May 1, 2018:**
 - Approved Application#18-16: Request for Site Plan Modification to install a temporary office trailer at 1000 Corporate Row. GKN is the Applicant and BUHL Land East III LLC is the Owner.
 - Approved Application #18-17: Request for Site Plan Modification to install temporary facilities at 674 Main Street (gravel parking lot at the First Tee) PGA Tour Inc. is the Applicant and Eversource Energy is the Owner.
 - Approved with conditions Application #18-05: Request for a Special Permit under Section 8.7 of the Zoning Regulations for the proposed Planned Residence Development at 76 Field Road. Carrier Group, Inc. is the Applicant and the Owner.
 - Approved with conditions Application #18-13: Request for a Special Permit under Section 6.1 of the Zoning Regulations for filling at 76 Field Road, 59R Nooks Hill Road and 10 South Ridge Road. Carrier Group, Inc. is the Applicant and the Owner.
 - Approved with conditions Application #18-06: Request for Site Plan Approval for the Planned Residence Development Zone District at 76 Field Road. Carrier Group, Inc. is the Applicant and the Owner.

Town Council Meeting

May 9, 2018

Pavement Management –The following roads will be milled and resurfaced during the month of June:

- 1) Hicksville Rd. (between Russell Rd & Overlook Dr.)
- 2) Catherine St. (between West St & Catherine)
- 3) Elm Rd. (West St to Timber Hill & Timber Hill to South St.)
- 4) Missionary Rd. (West St to Catherine)
- 5) Hillside Rd. (between Hillside & West St.)
- 6) Evergreen Rd. (just RT 9 Overpass, DOT to be present to watch membrane)
- 7) Hillside Ave (all)

The following road will be reclaimed and resurfaced:

- 1) Evergreen (between Coles Rd & Willow Brook)
- 2) Evergreen (between Shunpike & 940' East of Capilos)

The Dog Park was reopened on Monday 1st. We plan to do additional drainage work later in the season

The Splash Pad is scheduled to open on Friday, May 25th.

We just sold surplus property on Public Surplus Auction that netted \$17,358.00

TOWN OF CROMWELL
TOWN COUNCIL
SPECIAL MEETING
TUESDAY JUNE 5, 2018
4:15 P.M. TOWN HALL COUNCIL CHAMBERS

MINUTES

Present: Mayor E. Faienza, Deputy Mayor R. Newton, F. Emanuele, J. Demetriades,
M. Johnson

Absent: S. Slade, A. Waters

Also present: Town Manager A. Salvatore, Chief of Police D. Lamontagne, Public
Works Director L. Spina, Engineering Tech M. Shewokis, Building Superintendent J.
Gyllenhammer, Asst Foreman M. Muller and Building Maintainer E. Kennedy

A. CALL TO ORDER

Mayor Faienza called the Special Meeting to order at 4:15 p.m.

B. NEW BUSINESS

1. Inauguration of Council Chambers

Mayor Faienza thanked all that were involved in the renovation of the
Council Chambers; Building Maintenance and Town Manager Salvatore. It is a
Council Chambers to be proud of.

R. Newton also thanked all that were involved and especially likes the new
sound system.

F. Emanuele also thanked all that were involved and stated that when
developers come in and present a power point it will be on the dual screen
that both the Council and audience will be able to see.

Mayor Faienza stated that the Town Seal was made by the Department of
Corrections. They did an awesome job and recommended that a thank you
note is sent to them.

Town Manager Salvatore thanked all that were involved with the project,
especially the Building Maintenance Department, the Department of
Corrections and Horizon Technologies for the sound system.

2. Discussion and possible action Councilman Johnson Proposal

M. Johnson presented his proposal and asked the Council for feedback. Chief
Lamontagne was asked to comment regarding the traffic flow.

After a lengthy roundtable discussion, J. Demetriades summed up discussion;

- that it goes to EDC to work with the businesses to set up a plan
- Consult with Stuart Popper and see what was done in the past to determine if it worked
- Would like to see businesses across town be involved as well as the hotels.
- The entire plan needs to have a wide view and focus
- The Local Businesses should be responsible for their Façade improvement's

Motion made by M. Johnson to put approve an appropriation of \$10,000 for various improvements either for the tournament or basic landscaping around town. No second received.

Motion failed

3. Discussion and possible action to authorize the Town Manager to apply for and sign the Neglected Cemetery Grant.

Public Works Director L. Spina presented the request.

Deputy Mayor R. Newton asked Public Works Director Spina to confirm that it is a \$2,000 grant and would be used for maintenance for North Road Kelsey Cemetery.

Motion made by M. Johnson seconded by F. Emanuele and *unanimously carried* to authorize Town Manager Anthony Salvatore to apply for and accept, on behalf of the town, a grant for Neglected Cemetery account. Town Manager Anthony Salvatore is authorized to enter into and execute any and all agreements, contracts and documents necessary to obtain said grant should the town be selected for grant award.

#2 Councilor Demetriades asked to make a motion for clarification of the discussion regarding Councilor Johnson proposals.

Motion made by J. Demetriades seconded by F. Emanuele and *unanimously carried* to recommend that the Economic Development Commission look into potential ways to promote cooperation with local businesses and come up with plans for the 2019 Travelers Championship

C. ADJOURN

Motion made by J. Demetriades seconded by F. Emanuele and *unanimously carried* to adjourn the Special Meeting at 5:40 p.m.

Respectfully submitted,



Re Matus
Secretary

TOWN OF CROMWELL
TOWN COUNCIL
SPECIAL MEETING
TUESDAY JUNE 5, 2018
4:15 P.M. TOWN HALL COUNCIL CHAMBERS

MINUTES

Present: Mayor E. Faienza, Deputy Mayor R. Newton, F. Emanuele, J. Demetriades,
M. Johnson

Absent: S. Slade, A. Waters

Also present: Town Manager A. Salvatore, Chief of Police D. Lamontagne, Public
Works Director L. Spina, Engineering Tech M. Shewokis, Building Superintendent J.
Gyllenhammer, Asst Foreman M. Muller and Building Maintainer E. Kennedy

A. CALL TO ORDER

Mayor Faienza called the Special Meeting to order at 4:15 p.m.

B. NEW BUSINESS

1. Inauguration of Council Chambers

Mayor Faienza thanked all that were involved in the renovation of the
Council Chambers; Building Maintenance and Town Manager Salvatore. It is a
Council Chambers to be proud of.

R. Newton also thanked all that were involved and especially likes the new
sound system.

F. Emanuele also thanked all that were involved and stated that when
developers come in and present a power point it will be on the dual screen
that both the Council and audience will be able to see.

Mayor Faienza stated that the Town Seal was made by the Department of
Corrections. They did an awesome job and recommended that a thank you
note is sent to them.

Town Manager Salvatore thanked all that were involved with the project,
especially the Building Maintenance Department, the Department of
Corrections and Horizon Technologies for the sound system.

2. Discussion and possible action Councilman Johnson Proposal

M. Johnson presented his proposal and asked the Council for feedback. Chief
Lamontagne was asked to comment regarding the traffic flow.

After a lengthy roundtable discussion, J. Demetriades summed up discussion;

- that it goes to EDC to work with the businesses to set up a plan
- Consult with Stuart Popper and see what was done in the past to determine if
it worked
- Would like to see businesses across town be involved as well as the hotels.
- The entire plan needs to have a wide view and focus
- The Local Businesses should be responsible for their Façade improvement's

Motion made by M. Johnson to put approve an appropriation of \$10,000 for various improvements either for the tournament or basic landscaping around town. No second received.

Motion failed

3. Discussion and possible action to authorize the Town Manager to apply for and sign the Neglected Cemetery Grant.

Public Works Director L. Spina presented the request.

Deputy Mayor R. Newton asked Public Works Director Spina to confirm that it is a \$2,000 grant and would be used for maintenance for North Road Kelsey Cemetery.

Motion made by M. Johnson seconded by F. Emanuele and *unanimously carried* to authorize Town Manager Anthony Salvatore to apply for and accept, on behalf of the town, a grant for Neglected Cemetery account. Town Manager Anthony Salvatore is authorized to enter into and execute any and all agreements, contracts and documents necessary to obtain said grant should the town be selected for grant award.

#2 Councilor Demetriades asked to make a motion for clarification of the discussion regarding Councilor Johnson proposals.

Motion made by J. Demetriades seconded by F. Emanuele and *unanimously carried* to recommend that the Economic Development Commission look into potential ways to promote cooperation with local businesses and come up with plans for the 2019 Travelers Championship

C. ADJOURN

Motion made by J. Demetriades seconded by F. Emanuele and *unanimously carried* to adjourn the Special Meeting at 5:40 p.m.

Respectfully submitted,



Re Matus
Secretary

June 1, 2018

To: Mayor Enzo Faienza

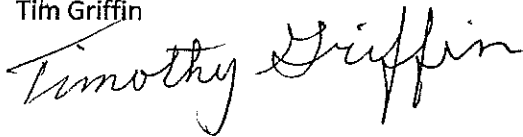
Mayor Enzo Faienza and Town Council Members,

I respectfully tender my resignation from the Cromwell Water Pollution Control Authority effective Monday June 11, 2018.

I would like to thank the Board of Selectmen for my appointment to the CWPCA effective June 12, 2013. It has been a rewarding and enlightening experience.

Best regards,

Tim Griffin

A handwritten signature in cursive script that reads "Timothy Griffin". The signature is written in black ink and is positioned below the printed name "Tim Griffin".