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CROMWELL, CT



TOWN OF CROMWELL  
TOWN COUNCIL MEETING  
SPECIAL MEETING  
AUGUST 6, 2018  
6:00 P.M. TOWN HALL COUNCIL CHAMBERS

AGENDA

A. CALL TO ORDER

B. EXECUTIVE SESSION

1. Strategy and Negotiations
  - a. Union Contract - Town Hall Union UPSEU Local 424 -Unit 33
  - b. Action if necessary
2. Strategy and discussion, Real Estate acquisition, as recommended by Redevelopment Agency.
  - a. Action if necessary
3. Strategy and discussion, Sale of Town Properties.
  - a. Action if necessary

C. MAYOR'S REPORT

D. TOWN MANAGER'S REPORT

E. NEW BUSINESS

1. Discussion and action to approve use of parking lot leased by the Cromwell Outboard Association for concert on August 29, 2018.
2. Discussion and action to approve Resolution Supporting Participation in the Sustainable CT Municipal Certification Program.

F. APPROVAL OF MINUTES

1. Regular Meeting July 11, 2018.

G. ADJOURN



# Town of Cromwell Office of the Town Manager

Nathaniel White Building  
41 West St  
Cromwell, CT 06416

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Anthony J. Salvatore, Sr.  
Town Manager

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

July 31, 2018

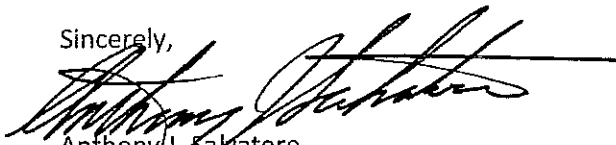
Mr. Mark Bonacquisto  
Commodore COA  
7 Patricia Lane  
Cromwell, CT 06416

Dear Commodore Bonacquisto,

Once again, I am writing to inform you that in accordance with the amended lease between the Town of Cromwell and the Cromwell Outboard Association, Section 6, Use of Premises, I will be requesting permission from the Town Council, at their Special Meeting on August 6<sup>th</sup> to use the parking area, commonly referred to as Two (2) River Road for parking for an additional Summer Concert on August 29, 2018.

Should you have any questions, please do not hesitate to contact my office at (860) 632-3412.

Sincerely,



Anthony J. Salvatore  
Town Manager

Copy: Mayor/Town Council  
Scott Kieras, Recreation Director  
Kari Olson, Town Attorney

Town of Cromwell

Resolution Supporting Participation  
In the Sustainable CT Municipal Certification Program

WHEREAS, Sustainable CT is a comprehensive, statewide, action-oriented voluntary certification program, built by and for municipalities, with the vision that: Sustainable CT communities strive to be thriving, resilient, collaborative, and forward-looking. They build community and local economy. They equitably promote the health and well-being of current and future residents. And they respect the finite capacity of the natural environment.

WHEREAS, Sustainable CT is designed to boost local economies, help municipal operations become more efficient, reduce operating costs, and provide grants and additional support to municipalities.

WHEREAS, the Town of Cromwell embraces an ongoing process of working toward greater sustainability, selecting which actions it chooses to pursue from the voluntary menu of actions provided by Sustainable CT.

RESOLVED, by the Town Council of the Town of Cromwell that we do hereby authorize Town Manager to serve as the Town of Cromwell's Sustainable CT contact person for the Sustainable CT Municipal Certification process and authorize him to complete Municipal Registration on behalf of the Town of Cromwell.

RESOLVED, that to focus attention and effort within the Town of Cromwell on matters of sustainability, and in order to promote Town Council's local initiatives and actions toward Sustainable CT Municipal Certification, Town Council establishes an advisory Sustainability Team (the Town Council shall designate the Conservation Commission to serve as a Sustainability Team).

RESOLVED, that the first meeting of the Sustainability Team must be held within 90 days of passing this resolution and that the Sustainability Team shall meet as frequently as needed, but no less than quarterly.

RESOLVED, that the Sustainability Team shall report annually to the Town Council on the progress of its activities toward Sustainable CT certification, with reports and presentations made publicly available.

**TOWN OF CROMWELL  
TOWN COUNCIL  
REGULAR MEETING  
WEDNESDAY JULY 11, 2018  
7:00 PM TOWN HALL COUNCIL CHAMBERS**

**MINUTES**

Present: Mayor E. Faienza, Deputy Mayor R. Newton, A. Waters, J. Demetriades,  
M. Johnson

Absent F. Emanuele, S. Slade

Also Present: Town Manager A. Salvatore, Chief of Police D. Lamontagne, Director of  
Public Works L. Spina, Town Engineer/Asst. Public Works Director J Harriman,  
Director of Finance M. Sylvester, Director of Planning and Development/EDC  
Coordinator S. Popper

**A. CALL TO ORDER**

Mayor Faienza called the meeting to order at 7:00 p.m.

**B. PLEDGE OF ALLEGIANCE**

Mayor Faienza led the Pledge of Allegiance.

**C. APPROVAL OF AGENDA**

Motion made by R. Newton seconded by A. Waters and *unanimously carried* to  
approve the agenda.

**D. COMMISSION CHAIRMAN REPORTS/LIASON REPORTS/STAFF REPORTS**

None

**E. CITIZEN COMMENTS**

1. A. Kelly, Willowbrook Road, Chairman Cromwell Water Pollution Control  
Authority -Spoke in favor of the proposed Public Works/Sewer Facility, stating  
that it is very much needed.

**F. MAYOR'S REPORT**

Mayor Faienza reported:

- Planning on meeting with the Fire District once again to discuss ways that  
services could be combined for savings to the tax-payers.
- Thanked all that were involved in the Travelers Championship for their part in  
making this year's tournament such a great event. Wendy D 'Angelo from the  
Hospital for Special Care was impressed with the services that the Cromwell  
Police Department provided especially for people with special needs.
- Recreation Director Scott Kieras is doing a great job with Camp Cromwell; it is  
a top notch program.
- Cromwell Works, the Mayor and Manager's newsletter is a big hit among the  
residents.

- Mayor Faienza turned the floor over to Counselor Johnson for presentation of his ideas for remedy for drainage concerns and proposed corrective measures and a request for a walking trail through the wetland area from South Street to Frisbee Park. The consensus of the Council was that it is a good idea and to have the Town Manager look into the cost and see if it is feasible.
- The Business Tours will start up again in September.

#### **G. TOWN MANAGER'S REPORT**

Town Manager Salvatore reported:

- The Town Hall Union contact negotiations are done; due to the union's procedure, it has to be posted for two weeks before the union members can vote on it. When they approve it a Special Council may be called.
- Scannell received their permits from the DOT so construction will begin soon.
- The TPC's clubhouse was demolished this week; they hope to have the new one operational for the 2019 Travelers Championship.
- Congratulated the Police Department and Public Works Department for their work in making a great tournament.
- Shred-it-day on June 30<sup>th</sup> was a great success.
- The Main Street banners are up; they are planning on putting up fall and winter banners.
- Public Works is moving forward to replace the scoreboard.
- Two members of the Board of Finance were not happy with mid-year requests for capital items; the scoreboard was one of the requests. They admonished town staff.
- Due to a Councilors request he stated that the Assessor follows State Statue for non-profit organizations assessments. The Assessor has the authority to determine if an organization is exempt. If the organization is not satisfied they have the right to appeal with the Board of Appeals; if they are still unhappy they can take the town to court.
- The Library Project is moving forward; there will be inconveniences during the construction period. We will accommodate building use requests as much as possible.
- Councilor Newton inquired if the Base-ball scoreboard is operational at Pierson Park.

#### **H. CHIEF OF POLICE'S REPORT**

Chief Lamontagne reported:

- The Travelers Championship was uneventful which means that it was a huge success.
- Gave a special thank you to Captain Vandersloot for all of his planning and work he did for the tournament.
- Thanked the sworn members of the Cromwell Police and the Police Department non-sworn staff, as well as all of the other Police Departments that assisted them. Arborio Corporation received a special thank you as well for their assistance during the tournament.

- Matt Hennessey, our newest police officer, entered the academy last Friday. He will graduate sometime in December.
- The Detective Division is busy and doing a tremendous job; there was a burglary at Covenant Village as well as car break-ins and stolen tires.

#### **I. PUBLIC WORK DIRECTOR'S REPORT**

Public Works Director Spina reported:

- Letters went out to homeowners at the intersection of Evergreen and Main Street asking them to prune their trees so the site line will be clear.
- Town Engineer Jon Harriman is out on Willowbrook Road daily working hard to protect the town's interest and also those of the businesses.
- The Spring Paving Project is done; they are hoping to schedule the 2<sup>nd</sup> round of paving projects.
- They will be working on the sea-wall next week.
- They had a meeting with the DEEP for our MS- permits; during the meeting they town staff were complimented on their record keeping. They were cited for one infraction; the dumpsters at the transfer station need to be covered. He is working to get this accomplished.
- Provided an update on the proposed Public Work/Sewer facility.

#### **TOWN ENGINEER/ASSISTANT PUBLIC WORKS DIRECTOR REPORT**

Town Engineer/Asst. Public Works Director Harriman reported:

- Took exception to Councilor Johnson's criticism of the installation of the catch basins. They are properly installed 2" below grade.
- Gave an update on the Willowbrook Road project.
- The Coles Road project is in the final design stage.
- The Library Project will go out to bid next week.
- Updated the Council on the South Street Project; will look into Councilor Johnson's ideas and report back to the Town Manager.
- Gave an update on the Public Work/Sewer facility explaining in detail for the newer members of the Council. After touring the Coventry facility the team is proposing a Design and Build project.

Mayor Faienza asked for a consensus of the Council to move the project to a design and build; all five Councilors present gave their consent to move the project to a design and build.

#### **J. FINANCE DIRECTOR'S REPORT**

##### **1. Budget Reports**

The budget reports cover through the end of June. They are not the final numbers; they will need a couple of months to close out expenditures for the fiscal year. Revenue is also still coming in for the fiscal year. An operating surplus is expected, the exact amount will be determined when the budget is closed out.

**K. FINANCIAL**

1. Tax Refunds

Motion made by A. Waters seconded by R. Newton and *unanimously carried* to approve tax refunds 1 & 2.

**L. APPROVAL OF MINUTES**

1. Regular Meeting, June 13, 2018

Motion made by J. Demetriades seconded by R. Newton and *carried* to approve the minutes of June 13, 2018.

Aye: M. Johnson, E. Faienza, R. Newton, J. Demetriades

Abstained: A. Waters (was not able to attend this meeting)

**M. APPOINTMENTS**

1. Economic Development Commission

a. Marilyn Teitlebaum-Dworkin, alternate, term expires March 2020.

Motion made by J Demetriades seconded by R. Newton and *unanimously carried* to approve the appointment of Ms. Teitlebaum-Dworkin as an alternate to EDC.

**N. TOWN COUNCIL COMMISSION LIAISON REPORTS**

M. Johnson - Redevelopment Agency

E. Faienza -Board of Finance, Little Mermaid July performances

R. Newton -CWPCA

J. Demetriades -P&Z, Committee to Support People attempting to set August meeting date.

**O. EXECUTIVE SESSION**

1. Strategy and discussion, Real Estate acquisition, as recommended by Redevelopment Agency.

b. Action if necessary

2. Strategy and discussion, Sale of Town Property.

b. Action if necessary

Motion made by R. Newton seconded by A. Waters and *unanimously carried* to adjourn to Executive Session at 9:24 p.m. for items #1 and #2, Strategy and discussion, Real Estate acquisition as recommended by Redevelopment Agency and Strategy and discussion, Sale of Town Property.

Town Manager Salvatore and Director of Planning and Development/EDC Coordinator S. Popper were invited into Executive Session for all items.

Motion made by R. Newton seconded by A. Waters and *unanimously carried* to come out of Executive Session at 10:06 p.m.

1b. Action if necessary

**Motion** made by R. Newton seconded by A. Waters and *unanimously carried* that the Town Manager be given the authority to begin negotiations to purchase the property on River Road between School Street and Wall Street.

2b. Action if necessary  
No action taken

**P. ADJOURNMENT**

**Motion** made by R. Newton seconded by A. Waters and *unanimously carried* to adjourn the meeting at 10:08 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Re Matus", is written over a horizontal line.

Re Matus  
Secretary





**Town of Cromwell**  
**Office of the Mayor**  
Nathaniel White Building  
41 West Street  
Cromwell, CT 06416

July 31, 2018

Craig Murphy  
President  
Cromwell Fire District  
1 West Street  
Cromwell, CT 06416

RE: Combine Services

Dear Craig,

I would like to propose that the District and the Town meet to discuss matters of mutual concern, that we could come together on, to save our taxpayers money.

The recent article in Cromwell Life regarding your new radio system may be a good opportunity to discuss combining your Communication Center with the town.

I would like to suggest that, the Deputy Mayor, Town Manager and I meet with you, a commission member of your choosing and your Director to open a dialog to accomplish cost saving goals that would bring relief to our taxpayers.

If you are interested in such a meeting, please contact Re Matus at (860) 632-3412 so that a date and time can be scheduled.

Looking forward to hearing from you.


Sincerely,

Enzo Farenza  
Mayor

Copy: Town Manager  
Town Council Members

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

**Memorandum**

**To:** Anthony Salvatore –Town Manager  
**cc:** Lou Spina – Director of Public Works  
**From:** Jon Harriman   
**Date:** 7/12/2018  
**Re:** South Street Drainage east of Main Street

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This morning Mike Shewokis and I investigated Councilman Johnson's drainage concern, proposed corrective measures and a request for a walking trail through the wetland area from South Street to Frisbee Park.

There is no pipe extending through the wetlands to Frisbee Park. There are two drainage outfall pipes that discharge to the wetlands approximately 5 to 10 feet behind the gutter of South Street. These two outfall discharges are in need of maintenance, as are the two catch basins on the north side of South Street. We will have our staff assess this work and have it remedied in the near future.

The elevation of South Street in this area is 15-feet and is entirely in the flood plain. I would expect this area to experience flood conditions from time to time. I would anticipate that cleaning the existing Town owned drainage system might improve things, but it will not prevent occasional flooding in this area.

In regards to a walking path, the distance from South Street to the northern "dry" portion of Frisbee Park is approximately 1,700 feet (in a straight line). Councilman Johnson suggested a ten-foot wide path, so the filling of wetland soils would be approximately 17,000 square feet. Any such activity exceeding 5,000 square feet requires permitting from both the CTDEEP and the Army Corps of Engineers. I assume that such a path would need to be elevated so as to be dry most of time. Assuming it was elevated four feet with two-to-one grading back to grade the footprint of filling activity increases to 44,200 square feet of filling of the inland wetlands.

From a wetlands protection standpoint this proposal appears to be a non-starter. I don't think our Inland Wetlands Commission would approve bisecting these wetlands with this elevated trail running north-south across its entire length. If the trail isn't elevated it's going to be wet most of the year. It is likely that bisecting the wetland would have a negative impact to the wetlands to the east of the filled trail.

The amount of fill for such a trail is nearly 4,500 cubic yards of material – about 225 tri-axle trips. Our flood-hazard regulations require equal compensation for flood-plain filling (for every 1 cubic yard of fill there needs to be 1 cubic yard of cut removal). I do not know where the Town would find 4,500 cubic yards to cut in the same hydraulic reach as the fill activity and on Town property. Frisbee Park comes to mind but that seems to defeat the purpose.

It is my opinion that this proposal would most likely not be approved by the inland wetlands commission, P&Z (Flood hazard application), DEEP and Army Corps. While I fail to see how this trail would generate economic development I think there is a need for pedestrian access from South Street to Frisbee Park. My recommendation would be to consider a boardwalk through that area. A boardwalk might be considered by permitting agencies to have a more acceptable wetland impact. A boardwalk would have a negligible effect on the flood-plain and would not require a permit.

I would also like to point out that either trail proposal would be wet from time to time. The low point through the wetlands is at elevation 8, so unless the trail was up significantly higher than that (6-8 feet higher minimum) it will get wet and unpassable from time to time each year. Additionally I would anticipate a lengthy approval process with the CTDEEP and Army Corps that would likely include the study of species and habitat in the area for both options. Another point for consideration is that wetland areas usually harbor mosquitos, so a trail right through wetlands would probably have many throughout the year.

Given the length of a trail, 1,700 feet, either option is going to be expensive to permit and construct (\$200,000-\$300,000 best guess). If the council wishes to look into this further I could develop a concept plan and price estimates. With a concept plan and budget the Town would be better situated to apply for a funding grant in the event one becomes available.