

**TOWN OF CROMWELL
TOWN COUNCIL
TOWN HALL COUNCIL CHAMBERS
41 WEST STREET, CROMWELL, CT 06416**

AMENDED REGULAR MEETING AGENDA

Wednesday, December 13, 2023

7:00 p.m.

- A. CALL TO ORDER**
- B. PLEDGE OF ALLEGIANCE**
- C. APPROVAL OF AGENDA**
- D. COMMISSION CHAIRMAN REPORTS/LIAISON REPORT/STAFF REPORTS**
 - 1. CMS Building Committee
- E. PRESENTATION OF PROCLAMATION**
- F. MAYOR'S UPDATE**
- G. TOWN MANAGER'S UPDATE**
- H. TOWN COUNCIL LIAISON REPORTS**
- I. FINANCIAL/FINANCE DIRECTOR'S UPDATE**
 - 1. Budget Report
 - 2. Discussion and action to approve an appropriation in the amount of \$17,000 within the CNR Fund for the 2023 Bullet Proof Vest Partnership Grant *(50% reimbursable)*
 - 3. Tax Refunds
- J. CHIEF OF POLICE'S UPDATE**
- K. PUBLIC WORKS DIRECTOR'S UPDATE**
- L. CITIZEN COMMENTS** *(limited to 2 minutes per speaker, please be respectful)*
- M. NEW BUSINESS**
 - 1. Discussion and amendment of Electric Charger Fee
 - 2. Presentation of Plan of Conservation and Development
 - 3. Discussion and possible action regarding High School Multi-Purpose Field Project and Pierson Park project
 - 4. Discussion and possible action of Climate and Culture Study Town Council Recommendations
 - 5. Discussion and possible action of CCD's recommendation of nominees for the Cultural District Commission

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N. APPROVAL OF MINUTES

1. October 11, 2023 Regular Meeting Minutes
2. October 17, 2023 Special Meeting Minutes
3. October 25, 2023 Special Meeting Minutes
4. October 25, 2023 Public Hearing Minutes
5. November 13, 2023 Regular Organizational Meeting Minutes

O. APPOINTMENTS/REAPPOINTMENTS/RESIGNATIONS

Appointments:

1. Sub-Registrar for the Town of Cromwell

- a. Jay Doolittle, Cromwell Funeral Home for a term expiring 12/31/2025
- b. Louis Sarno, D'Angelo Funeral Home for a term expiring 12/31/2025
2. Jamin Deproto (R), Board of Finance, regular member for a term expiring 11/2027
3. Douglas Kalinowski (R), Planning and Zoning Commission regular member for a term expiring 11/2027
4. Vincenzo Marfella (R), Planning and Zoning Commission, regular member for a term expiring 11/2025
5. Andrew Holt (R), Planning and Zoning Commission, alternate member for a term expiring 11/2025

Reappointments:

1. Robert Donohue (R), Planning and Zoning Commission, alternate member for a term expiring 12/1/2025
2. Barbara Grotheer (U), Library Commission, regular member for a term expiring 2/1/2026
3. Steven Wygonowski (R), Zoning Board of Appeals, alternate member for a term expiring 11/2025
4. Jeff Serra (U), Board of Assessment Appeals, alternate member for a term expiring 11/2025
5. Dierdre Daly (R), Senior Services Commission regular member for a term expiring 4/1/2024
6. Mertie Terry (R), Senior Services Commission regular member for a term expiring 4/1/2024

Resignations:

1. Stacy Dabrowski, Conservation Commission
2. Chris Cambareri, Planning and Zoning Commission
3. Douglas Kalinowski, Planning and Zoning Commission

P. INFORMATIONAL ITEMS

Q. ADJOURN



Building Committee
CROMWELL MIDDLE SCHOOL

Town Council Report

Dec. 13, 2023

As of 12/5/23

Dear Members of the Cromwell Town Council,

The Cromwell Middle School project received the state's Phase II approval and is out to bid! The project's construction manager manages the process to review all the bids received and will then make contractor recommendations to the committee. At the same time the construction manager will also put together the actual project budget, based on the bids received. This information will be known at the beginning of 2024.

The project site work is also nearing completion which included the installation of a new sidewalk on Herbert Porter Road! The Construction Manager's trailer will be delivered to the site the week of December 18. There could be small traffic delays on Geer Street and Herbert Porter Road during the delivery. A new 3-way stop has been installed at the entrance to CMS. Please be aware of this new traffic pattern when traveling on Geer Street.

The project's construction will begin once all the bids are received, approved, and accepted. This is anticipated to take place in February.

You're invited to attend Building Committee meetings. Your input is needed and valued. You can also stay up to date with the project by joining our email list and reviewing our website. To join our email list, email CMSBuildingCommittee@gmail.com. You can view all meeting videos, agendas and minutes on the committee's website.

Upcoming Meetings

Wednesday, December 13, 7:00 pm Virtually

Wednesday, January 3, 7:00 pm at Cromwell High School

Thank you for your continued support.

Respectfully Submitted,
Rosanna Glynn
Chair, CMS Building Committee



TOWN OF CROMWELL
HUMAN SERVICES
TOWN HALL, 41 WEST STREET
CROMWELL, CT 06416
(860) 632-3449 FAX (860) 632-3446

Memo

TO: Town Manager/Town Council
FROM: Amy Saada, Director of Human Services
DATE: 12/6/2023
RE: Human Services Director Report

Senior Center

We have collaborated with Charter Oak State College to host social work interns in addition to our previous agreement for their Public Health Nursing Students. In January we will have one social work student and one nursing student for the semester.

Some Upcoming Special December Programs:

- 12/7 Meet & Greet with author Barbara McClane
- 12/15 Meet the Mayor
- 12/15 SnowBall Event
- 12/21 Holiday Event- Luncheon and Drama Club performance of "The Court of Christmas Scoundrels"

Local Trips this Month-

12/8 Festival of Trees at Wadsworth and lunch at The River
12/14 Magic of Lights and dinner at Maggie McFly's
12/20 Holiday Magic at Florence Griswold Museum and lunch at the Hideaway in Old Lyme.

Upcoming Friendship day and overnight Tours: Christmas Lights and Song; Fireplace Feast at Salem Cross Inn; Bermuda Cruise; Mediterranean Cruise; Cruise Boston to Southern Caribbean; San Antonio.

Human Services

- Connecticut Energy Assistance Program is currently open and it helps low income with winter heating costs. We have processed 112 applications so far this season and the program is open until April.
- Holiday Food and Gift programs: Served 95 families for Thanksgiving Food Baskets, 105 applications are in for the December Food Baskets; 58 children have been adopted for our Adopt a Family program.
- This is the time of year for many food drives! We received and processed the Boy Scout Food Drive and the total weight of the donations was 6,220 pounds of food! (last year it was 5,978 lbs). We have very limited storage for the food, but it does carry us through the next couple of months and we are so thankful for the community support!

Youth Services

- There was a great turnout for the Community Conversation on Addiction on November 30th, a collaboration with Cromwell Youth Services and Cromwell Public Schools. There was a panel discussion, a resource fair where 12 organizations provided outreach, as well as the "Hidden in Plain Sight" trailer. The trailer is a teens mock bedroom and provides insight into where drugs could potentially be hidden, often in plain sight.
- Our office approved 24 Warm the Children applications for children between birth and 12 years old. Warm the Children is a program that provides new winter clothing for local children in need and is sponsored by the Middletown Kiwanis Club that we participate in yearly.
- In November we received 4 new Cromwell Restorative Youth Diversion (formerly the Juvenile Review Board) referrals. CRYD is a positive alternative to the juvenile justice system and operates from a restorative framework rather than punitive approach. In total, we've seen 8 youth since the start of the fiscal year which is a significant increase in caseload in a short time.
- The Mayor's Tree Lighting was very well attended and was enjoyed by so many residents of all ages. Youth Services provided an opportunity for children send post cards to Santa and we passed out over 500 Christmas headbands and necklaces.
- Our next Kin Care Connection meeting is on Thursday, October 12 with a special presentation from Mary's Place, A Center for Grieving Children and Families. Free dinner and childcare is available. KinCare is a collaboration between Youth Services and Senior Services to offer support and resources to families.



SCOTT KIERAS
RECREATION Director

SHELBY JONES
Program Coordinator

ROSANNE KRAJEWSKI
Administrative Assistant

MEMORANDUM

TO: Anthony Salvatore, Town Manager

FROM: Scott Kieras, Recreation Director

DATE: December 4, 2023

RE: Recreation Department Updates

Below is an update of information from our Department:

- ❖ Pavilion Rentals concluded on November 12th for the season. We had a total 72 rentals at Pierson Park and 65 rentals at Watrous Park between 3/1/23 – 11/12/23.
- ❖ Field Rentals concluded November 28th for the season (CHS Football). The following is the breakdown of how many dates were permitted to CHS, Cromwell base user groups, Outside user groups, etc. between 3/1/23 – 11/29/23.

CHS: 575

CMS: 520

Pierson: 523

ECS: 95

Riverport Park: 45

Watrous Park: 765

WIS: 1055

- ❖ Since January 1, 2023 we created and ran 90 different types of Recreational Programs. Of the 90 programs, some had multiple sessions, weeks, etc. which increase the total number of programs offered during this duration. For example, Camp Cromwell, our summer camp ran a total of 7 weeks. Yoga ran a total of 10 sessions since January 1st. We continue to research new program offerings for our residents and keep our programs fresh and consistent with neighboring communities.

- ❖ We will have our 2nd Annual Town of Cromwell Farmers Market Craft Fair on Saturday, December 9th. This Craft Fair will run from 9:00 AM – 2:00 PM in our Town Hall Gymnasium, Lobby, Senior Center, Arch Room and Belden Room. Cost for table is \$35.00 dollars. With the increased space we are using @ Town Hall, we have increased the number of vendors to 80. I anticipate revenue of at least \$2,800.00 from this event. All monies will be added to the Town of Cromwell Farmers Market revolving account to start next season with positive seed money. With the profitable revenue from last season's market combined with our Holiday Craft Fair we will have a great financial start to next season's market.
- ❖ We had our Mayors Tree Lighting on Saturday, December 2nd. We had a great turnout and had representatives from the following town agencies:

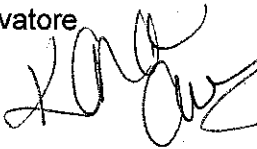
Town Managers Office
Recreation
Library
Youth Services
Police
Fire
Parks
Building Maintenance
Transfer Station
Cromwell Historical Society
Cromwell Children's Coalition
Cromwell Arts Alliance
Cromwell Creative District
National Honor Society
Town Council Members

This continues to be a great event. We will continue to research new ideas to make this Town Event even better and bigger next season.

If you need further information concerning the aforementioned information do not hesitate to contact my office. Thank you.

Memo

To: Town Manager Salvatore
From: Kara Canney
Date: 12/7/2023
Re: Cromwell Belden Public Library Report



Statistics for the month of November

Door Count: 4,419
Circulation: 8,277
Programs: 37 **Attendance:** 645
Downloads: (Overdrive, Hoopla, Kanopy) 1,192
Computer Sessions: 304
Study Rooms: 141.25 hours/147 People

Tik Tok-CBPL has had two videos go viral. The most popular one has 745.3K views! Follow us @cbplibrary

Tree Lighting-The partnership with Anthony Salvatore Jr. and the library (with funding from the Community Foundation of Middlesex County) had a very successful night at the Tree Lighting. Over 100 Food Compost Bins were distributed and the photo backdrop was a hit.

1000 Books Before Kindergarten-The initiative that was launched this summer had it's first completion. The young patron is well on his way to becoming a lifelong reader!

12 Days of Christmas/8 Nights of Hanukkah Book Bundles- These wrapped book bundles were checked out all in one day.

Library Listening Session at the Legislative Office with Lt. Governor Bysiewicz- Myself and approximately 65 other librarians from across the state were invited to discuss Intellectual Freedom and the exorbitant cost of e-books. The session was very productive.

Donation-The library lost a great library patron with the passing of Sally Eckersley. Sally's sister Willa shared with us a story of when Sally was younger and was yelled at to not be in the "Adult section" of the library but Sally refuted that she had read everything in the Children's section. And she had. Sally left the library \$10,000 and we are honored to keep her spirit alive with the purchase of materials for all ages.



Town of Cromwell Office of the Mayor

MAYOR'S REPORT

Date: December 7, 2023
To: Members of the Town Council
From: James Demetriades, Mayor
Subject: Mayor's Report for 12/13/2023 Town Council Meeting

11.21.23- Attended a Staff Meeting to introduce myself to Town Staff and outline concepts for joint meetings. It was later recommended by the Town Manager to have these conversations made with the entire council as department workshops. Date TDB

11.27.23- Attended a Joint Meeting with the Town Manager, Superintendent, and Board of Education Chairperson. Items discussed included collaboration and facilities study results.

11.29.23- Had Lunch at Mitchell's On Main with Connecticut Governor Ned Lamont, we discussed the Town of Cromwell and upcoming projects including drainage improvements and charging stations.

12.2.23- Met with Lisa Marotta, Mayor of Rocky Hill to discuss ways our communities can collaborate and received a tour of their new community center facility.

12.3.23- Attended the sign unveiling memorializing late Mayor Allan Spotts on Route 372. Thank you to Representative Christie Carpino and Senator Matthew Lesser for their advocacy to make this tribute possible.

12.3.23- Attended a CHS Cromwell High School, Baseball Boosters Fundraiser.

12.3.23- Visited Cromwell Automotive for their annual Toys for Tots drive and holiday party. Congratulations to Rodney Bitgood and his team for collecting hundreds of toys for children.

12.3.23 Co-hosted the Cromwell Mayor's Tree Lighting. Congratulations to town staff on such a wonderful event.

12.6.23- Met with the Cromwell Fields Committee along with Former Mayor Steve Fortenbach in an effort to learn more about the project and anticipate the needs for next steps.

12.7.23- Attended Pension Meeting at Town Hall to learn about the fiscal conditions of the town's pension program.



Town of Cromwell Office of the Town Manager

TOWN MANAGER'S REPORT

Date: December 7, 2023
To: Members of the Town Council
From: Anthony J. Salvatore, Town Manager
Subject: Town Manager's Report for 12/13/2023 Town Council Meeting

- We met with our IT Consultant regarding being onsite five days a week. This is something we are exploring depending on the budget.
- November 9th – Attended the Grand Opening of Float Forty-One.
- November 14th – Gave a testimony regarding the ACIR Study of MPOs Legislative Office Building
- November 21st – I called a Staff Meeting in conjunction with the Mayor.
- November 28th and 29th – I attended the CCM Convention and participated in the following workshops: What should be in your handbook, Understanding and Controlling IT Costs, and What's New With FOI?
- December 2nd - I attended the Memorial and Sign Unveiling for Mayor Allan Spotts on Route 372.
- December 2nd - Attended Toys for Tots at Cromwell Automotive.
- December 2nd – Attended Mayor's Tree Lighting. The event was well attended. Staff did a great job putting the event together.
- December 6th – Negotiations are still in progress with IUOE (Public Works Union). We have another negotiation meeting set for December 14th.
- December 6th – Attended the Town Employee Christmas Party at Amici Grill. It was a great time. There was a great turn out. Councilwoman Luna was also in attendance.

- December 7th – Attended the CT Town and City Management Association's (CTCMA) monthly meeting.
- We continue to work with the Architect on the updates to Pierson Park.
- We continue to work on the following initiatives:
 - Charging Stations at municipal parking lot and Town Hall
 - Engineering – Pierson Park Economic Development and Various Commercial and Residential Projects

TOWN OF CROMWELL

DATE: DECEMBER 4, 2023
TO: ANTHONY J. SALVATORE, TOWN MANAGER
FROM: SHARON DEVOE, FINANCE DIRECTOR
RE: DECEMBER TOWN COUNCIL REPORT

I am submitting budget reports for fiscal year 2024 for the Town Council meeting on December 13th. The reports reflect activity through the end of November.

There are no areas of concern at this point in the fiscal year, although we continue to keep an eye on both expenditures and revenues in general.

We are in the process of finalizing the fiscal 2023 audit. Once we receive a draft, it will be reviewed by the Finance Department and our independent auditors. The final report should be available by January.

Let me know if you have any questions or wish to discuss anything further.

Thank you.

TOWN OF CROMWELL, CT

YEAR-TO-DATE BUDGET REPORT



FOR 2024 05

ACCOUNTS FOR:	ORIGINAL ESTIM REV	ESTIM REV ADJUSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
001 GENERAL FUND						
002 TOWN CLERK'S OFFICE	-336,000	0	-336,000	-135,794.99	-200,205.01	40.4%
021 TAX COLLECTOR	-49,919,166	0	-49,919,166	-16,852,341.24	-33,066,824.76	33.8%
022 ASSESSOR'S OFFICE	-500	0	-500	-500.00	-500.00	0%
030 PUBLIC WORKS ADMIN.	-45,900	0	-45,900	-15,361.04	-30,538.96	33.5%
033 BUILDING INSPECTION	-350,000	0	-350,000	-180,971.00	-169,029.00	51.7%
040 POLICE DEPARTMENT	-99,800	0	-99,800	-19,281.40	-80,518.60	19.3%
050 HEALTH DEPARTMENT	-25,000	0	-25,000	-2,810.00	-22,190.00	11.2%
053 SENIOR SERVICES	-500	0	-500	-475.00	-25.00	95.0%
061 LIBRARY	-500	0	-500	-477.23	-22.77	95.4%
206 BOARDS & COMMISSIONS	-9,500	0	-9,500	-4,001.00	-5,499.00	42.1%
207 STATE OF CONNECTICUT	-5,841,349	0	-5,841,349	-1,965,422.14	-3,875,926.86	33.6%
208 MISCELLANEOUS SOURCES	-928,239	0	-928,239	-573,345.12	-354,893.88	61.8%
TOTAL GENERAL FUND	-57,556,454	0	-57,556,454	-19,750,280.16	-37,806,173.84	34.3%
TOTAL REVENUES	-57,556,454	0	-57,556,454	-19,750,280.16	-37,806,173.84	

TOWN OF CROMWELL, CT

YEAR-TO-DATE BUDGET REPORT



FOR 2024-05

ACCOUNTS FOR:	GENERAL FUND	ORIGINAL APPROP	TRANSFERS/ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
001								
001	TOWN MANAGER'S OFFICE	421,255	0	421,255	156,265.16	579.36	264,410.48	37.2%
002	TOWN CLERK'S OFFICE	225,761	0	225,761	85,731.65	15,847.67	124,181.68	45.0%
003	REGISTRAR OF VOTERS	84,951	0	84,951	27,413.17	12,905.62	44,632.21	47.5%
004	PLANNING COMMISSION	3,525	0	3,525	693.40	118.19	2,713.41	23.0%
005	ECONOMIC DEVELOPMENT	122,443	0	122,443	346.59	453.41	121,643.00	7%
006	BOARD OF FINANCE	41,867	0	41,867	17,137.50	23,642.50	1,087.00	97.4%
008	CHARTER REVISION COMM	500	0	500	.00	.00	500.00	0%
009	BOARD OF ASSESSMENT APPEALS	600	0	600	221.70	.00	378.30	37.0%
010	ZONING BOARD OF APPEALS	1,250	0	1,250	218.10	185.34	846.56	32.3%
011	INLAND WETLANDS	1,900	0	1,900	420.00	.00	1,480.00	22.1%
012	COMM. FOR DISABLED PEOPLE	100	0	100	.00	.00	100.00	0%
013	DONATIONS AND DUES	51,060	0	51,060	43,525.00	7,000.00	535.00	99.0%
014	TOWN COUNCIL	2,400	0	2,400	896.25	.00	1,503.75	37.3%
015	LEGAL EXPENSE	232,100	0	232,100	55,480.50	147,619.50	29,000.00	87.5%
016	CENTRAL SERVICES	211,925	0	211,925	98,688.43	93,880.80	19,355.77	90.9%
017	INSURANCE EXPENSE	620,330	0	620,330	287,624.53	279,449.58	53,255.89	91.4%
018	GENERAL EXPENSE	15,002	0	15,002	1,850.19	3,000.00	10,151.81	32.3%
019	DEVELOPER/PLANNER	147,981	0	147,981	64,690.70	1,368.49	81,921.81	44.6%
020	FINANCE DEPARTMENT	424,379	0	424,379	175,091.38	2,101.74	247,185.88	41.8%
021	TAX COLLECTOR	164,975	0	164,975	63,051.56	79.36	101,844.08	38.3%
022	ASSESSOR'S OFFICE	253,058	0	253,058	99,241.93	2,811.41	151,004.66	40.3%
030	PUBLIC WORKS ADMIN.	247,328	0	247,328	113,523.54	19,807.03	113,997.43	53.9%
031	ENGINEERING	249,420	0	249,420	95,253.80	10,191.07	143,975.13	42.3%
032	SOLID WASTE REMOVAL	827,740	0	827,740	284,408.62	426,084.55	117,246.83	85.8%
033	BUILDING INSPECTION	224,935	0	224,935	90,485.37	4,371.50	130,078.13	42.2%
034	HIGHWAY DEPT.	1,528,616	0	1,528,616	411,712.60	358,671.24	758,232.16	50.4%
035	BUILDING MAINTENANCE	658,784	0	658,784	228,981.93	100,118.86	329,683.21	50.0%
036	PARKS & GROUNDS	458,248	0	458,248	208,880.95	30,672.14	218,694.91	52.3%
037	PUBLIC WORKS-OTHER	474,000	0	474,000	206,862.69	224,831.86	42,305.45	91.1%
038	VEHICLE MAINTENANCE	326,371	0	326,371	109,362.61	94,477.69	122,530.70	62.5%
040	POLICE DEPARTMENT	3,952,555	30,216	3,982,771	1,577,863.36	56,404.73	2,348,503.03	41.0%
041	EMERGENCY MANAGEMENT	21,050	0	21,050	6,785.68	.00	14,264.32	32.2%
042	ANIMAL CONTROL	95,128	323	95,451	34,336.92	.00	61,114.41	36.0%
050	HEALTH DEPARTMENT	214,966	0	214,966	95,997.32	38,046.97	80,921.71	62.4%
051	HUMAN SERVICES	144,009	0	144,009	60,550.35	319.89	83,138.76	42.3%
053	SENIOR SERVICES	145,338	0	145,338	48,013.55	9,430.40	87,894.05	39.5%
054	YOUTH SERVICES	113,172	0	113,172	49,098.89	4,949.34	59,123.77	47.8%
055	TRANSPORTATION SERVICES	159,489	0	159,489	59,355.36	5,191.84	94,941.80	40.5%
060	RECREATION DEPARTMENT	290,775	0	290,775	131,144.92	8,702.39	150,927.69	48.1%
061	LIBRARY	690,975	0	690,975	273,742.03	28,641.49	388,609.48	43.8%
070	BONDED DEBT	3,131,059	0	3,131,059	512,942.00	.00	2,618,117.00	16.4%
080	EMPLOYEE BENEFITS	4,294,415	-30,539	4,263,876	1,412,538.96	1,529,165.58	1,322,171.01	69.0%
090	BOARD OF EDUCATION	36,163,384	0	36,163,384	7,452,335.26	.00	28,711,048.74	20.6%
119	DEVELOPMENT COMPLIANCE	116,125	0	116,125	50,218.24	900.96	65,005.80	44.0%

TOWN OF CROMWELL, CT

YEAR-TO-DATE BUDGET REPORT



FOR 2024 05

ACCOUNTS FOR:	GENERAL FUND	ORIGINAL APPROP	TRANSFERS/ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
120 CONSERVATION COMMISSION		1,210	0	1,210	.00	.00	1,210.00	.0%
TOTAL GENERAL FUND		57,556,454	0	57,556,454	14,692,964.69	3,542,022.50	39,321,466.81	31.7%



CROMWELL POLICE DEPARTMENT



Frederick Sifodaskalakis

Chief of Police

MEMO

TO: Anthony J. Salvatore
Town Manager

FROM: Chief Fred Sifodaskalakis

SUBJECT: BVP Grant

DATE: November 27, 2023

I am requesting that you add the above grant to your Town Council Agenda, December 13, 2023, for permission to apply for and receive the 2023 Bullet Proof Vest Partnership (BVP) Grant.

In addition, I am requesting \$17,000 be appropriated from Capital Non-Recurring of which 50% will be reimbursed to the Town for the 2023 Bulletproof Vest Grant Partnership Grant.

Upon approval by the Town Council for the above, I will be making a request to the Board of Finance at their next meeting for their approval of funding.

Posted Refund Transaction (s) :	TOWN OF CROMWELL	Int Date: 12/01/2023	Date: 12/01/2023	Page: 1				
Condition(s) :	Name	Prop Loc/Vehicle Info.	Paid Date	Tax	Int	L/F	Total	Overpaid
Bill	Address	Unqueid/Reason					Adjusted	Tax
Dist/Susp/Bank								
2020-02-0000955	RUBY TUESDAY INC 333 EAST BROADWAY MARYVILLE TN 37804	45 SHUNPIKE ROAD M4058300 Sec. 12-129 Refund of Excess Payments.	1/31/2022	6,094.06 6,454.06 0.00	0.00	0.00	6,094.06 6,454.06	-360.00
2021-04-0080129	BARRETO WILFREDO 14 LIITAC CT CROMWELL CT 06416-1848	2019/5FNRLE6H74KB014507 80129 Sec. 12-129 Refund of Excess Payments.	11/17/2023	792.96 947.82 0.00	0.00	0.00	792.96 1,083.66	-154.86
2022-03-0051994	CARLSON BRENDA C + CARLSON ROBERT J 5 GEORGE ST CROMWELL CT 06416-1627	2021/3GTU9CED9MG153336 51994	7/31/2023	1,023.17 1,264.66 0.00	0.00	0.00	1,023.17 1,280.00	-241.49
2022-03-0051995	CARLSON BRENDA C 5 GEORGE ST CROMWELL CT 06416-1627	2004/2T1BR38E24C239691 51995	7/31/2023	93.23 96.00 0.00	0.00	0.00	93.23 96.00	-2.77
2022-03-0052013	CARLSON ROBERT J + CARLSON BRENDA C 5 GEORGE ST CROMWELL CT 06416-1627	2011/1GCC2KYCB1BZ70453 52013	7/31/2023	562.61 563.74 0.00	0.00	0.00	562.61 563.74	-1.13
2022-03-0053056	DAILIER TRUST 14372 HERITAGE PARKWAY FORT WORTH TX 76177	2019/4UGDF6EE7KRB32704 53056 Sec. 12-129 Refund of Excess Payments.	9/27/2023	421.27 1,010.23 0.00	0.00	0.00	421.27 1,010.23	-588.96
M004	ENTERPRISE FM TRUST 600 CORPORATE PARK DR ST LOUIS MO 63015	2014/2C4RRGAG6ER411918 54096 Sec. 12-129 Refund of Excess Payments.	10/16/2023	146.69 195.58 0.00	0.00	0.00	146.69 195.58	-48.89
2022-03-0054102	ENTERPRISE FM TRUST 9315 OLIVE BLVD ST. LOUIS MO 63132	2019/4T1BLIHKXKU192049 54102 Sec. 12-129 Refund of Excess Payments.	10/16/2023	0.00 496.15 0.00	0.00	0.00	0.00 496.15	-496.15
M006	ENTERPRISE FM TRUST 9315 OLIVE BLVD ST. LOUIS MO 63132	2017/KMHCT4AESHU279631 54141 Sec. 12-129 Refund of Excess Payments.	10/16/2023	151.91 260.57 0.00	0.00	0.00	151.91 260.57	-108.66
M006	ENTERPRISE FM TRUST 9315 OLIVE BLVD ST. LOUIS MO 63132	2020/5S2BFOM3LN850131 54142 Sec. 12-129 Refund of Excess Payments.	10/16/2023	179.63 718.49 0.00	0.00	0.00	179.63 718.49	-538.86
M006	ENTERPRISE FM TRUST 9315 OLIVE BLVD ST. LOUIS MO 63132	2020/4S4BTAC5L3207898 54147 Sec. 12-129 Refund of Excess Payments.	10/16/2023	147.58 590.26 0.00	0.00	0.00	147.58 590.26	-442.68
M006	GREEN SCOTT A 117 COLES RD CROMWELL CT 06416-1132	2022/2T3P1RFV2NMW298668 55227 Sec. 12-129 Refund of Excess Payments.	10/18/2023	769.95 1,563.00 0.00	0.00	0.00	769.95 1,563.00	-793.05
2022-03-0055868	HONDA LEASE TRUST 11675 GREAT OAKS WAY SUITE 200 ALPHARETTA GA 30022	Sec. 12-129 Refund of Excess Payments. 2019/IHGCVLF36KA166673 55868 Sec. 12-129 Refund of Excess Payments.	11/7/2023	140.87 563.50 0.00	0.00	0.00	140.87 563.50	-422.63
M008	KALONI IYON N 22 PINE CT CROMWELL CT 06416-1764	2016/OTHCED1D27G5010648 56459 Sec. 12-129 Refund of Excess Payments.	11/13/2023	436.30 694.55 0.00	0.00	0.00	436.30 734.45	-258.25
2022-03-0058744	NAOVI CANAR A 15 WILD ROSE CT CROMWELL CT 06416-1863	2011/4T1BF3EK1BUT28386 58744 Sec. 12-129 Refund of Excess Payments.	9/11/2023	16.00 192.64 0.00	0.00	0.00	16.00 192.64	-176.64
2022-03-0058922	NISSAN INFINITI LT LLC P O BOX 254648 SACRAMENTO CA 95865	2020/ONSAT2MV4LM110536 58922 Sec. 12-129 Refund of Excess Payments.	11/6/2023	129.05 516.15 0.00	0.00	0.00	129.05 516.15	-387.10
M012	SALAMIDA STEVEN E 12 COURT ST CROMWELL CT 06416-1618	2007/2T1BR3E17C757448 60891 Sec. 12-129 Refund of Excess Payments.	9/27/2023	91.11 121.46 0.00	0.00	0.00	91.11 133.37	-30.35
2022-03-0060962	SANSBURY VANESSA A 210 SKYVIEW DR CROMWELL CT 06416-1801	Sec. 12-129 Refund of Excess Payments. 2018/1GYKNDRS5J2116923 60862 Sec. 12-129 Refund of Excess Payments.	10/20/2023	625.84 657.45 0.00	0.00	0.00	625.84 700.00	-31.61
2022-03-0062459	TOYOTA LEASE TRUST 3200 WEST RAY ROAD CHANDLER AZ 85226	2020/SYFEPRAS5LP143469 62459 Sec. 12-129 Refund of Excess Payments.	10/25/2023	197.07 472.62 0.00	0.00	0.00	197.07 472.62	-275.55
M014	TOYOTA LEASE TRUST 3200 WEST RAY ROAD CHANDLER AZ 85226	2020/SYFT4RC9LP018763 62522 Sec. 12-129 Refund of Excess Payments.	10/25/2023	185.58 557.32 0.00	0.00	0.00	185.58 557.32	-371.74
2022-03-0062531	TOYOTA LEASE TRUST 3200 WEST RAY ROAD CHANDLER AZ 85226	Sec. 12-129 Refund of Excess Payments. 2021/2T3PLRFV6MC164200 62531 Sec. 12-129 Refund of Excess Payments.	10/19/2023	122.05 730.84 0.00	0.00	0.00	122.05 730.84	-608.79
M014	TOYOTA LEASE TRUST 3200 WEST RAY ROAD CHANDLER AZ 85226	2021/UTJAM7BX7M5293526 62547	12/1/2023	559.24 1,118.46 0.00	0.00	0.00	559.24 1,118.46	-559.22

M014	CHANDLER AZ 85226	Sec. 12-129 Refund of Excess Payments.							
2022-03-0062553	TOYOTA LEASE TRUST	2021/2T3GIRFV0MC217506	630.52	0.00	0.00	630.52			
1	3200 WEST RAY ROAD	62553	687.61	0.00	0.00	687.61			-57.09
M014	CHANDLER AZ 85226	Sec. 12-129 Refund of Excess Payments.							
2022-03-0062561	TOYOTA LEASE TRUST	2022/VTJAGCE21N2001787	70.99	0.00	0.00	70.99			
1	3200 WEST RAY ROAD	62561	855.54	0.00	0.00	855.54			-784.55
M014	CHANDLER AZ 85226	Sec. 12-129 Refund of Excess Payments.							
2022-03-0062579	TOYOTA LEASE TRUST	2020/5YFEPRAE8LP094459	393.68	0.00	0.00	393.68			
1	3200 WEST RAY ROAD	62579	472.62	0.00	0.00	472.62			-78.94
M014	CHANDLER AZ 85226	Sec. 12-129 Refund of Excess Payments.							
2022-03-0062929	VAULT TRUST	2018/3C4NDCB2JT264140	197.70	0.00	0.00	197.70			
1	500 WOODWARD AVE	62929	474.09	0.00	0.00	474.09			-276.39
M016	DETROIT MI 48226	Sec. 12-129 Refund of Excess Payments.							
2022-03-0063176	VW CREDIT LEASING LTD	2021/1V2SR2CA6MC579741	74.29	0.00	0.00	74.29			
1	1401 FRANKLIN BLVD	63176	894.95	0.00	0.00	894.95			-820.66
M018	LIBERTYVILLE IL 60048	Sec. 12-129 Refund of Excess Payments.							
TOTAL	27		14,253.35	0.00	0.00	14,253.35			-8,917.01
			23,170.36	225.54	20.00	23,415.90			



CROMWELL POLICE DEPARTMENT

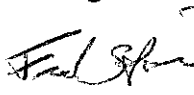


Frederick Sifodaskalakis

Chief of Police

MEMO

TO: Anthony Salvatore, Town Manager

FROM: Chief Fred Sifodaskalakis 

SUBJECT: Town Council Report (November 2023)

DATE: December 1, 2023

In preparation for the December Town Council meeting, I am providing you the November monthly statistics. I am also providing you a report from K-9 Sergeant John Carlson for activity for the month of November 2023.

The following were Response to Aggression/Resistance, Civilian Complaints, and Training for the month of **November 2023**:

Response to Aggression/Resistance: There was (1) incidents in the month of **November**.

Civilian Complaints: There was (0) civilian complaints in the month of **November**.

Training (November):

- Detective Perlini: **Cellebrite Cell Phone Training**
- Officer Jespersen, Perlini, Brooks, Tolton and Pietraroia: **In-Service Training**
- Officer Tolton: **Youth Services, Juvenile Review Board Procedures**
- Officer Alassiri: **CISS Certification**
- Chief Sifodaskalakis, Sergeant Carlson, Maslauskas, Parsons, Officer Ellison, Alassiri, Dean, Tolton, and Perricone: **EMR Recertification**
- **Department Wide Firearms Training**
- **Department Wide Defensive Tactics**

Police Department News:

Dispatcher Evans has completed her dispatching training and is on her own.

Recruit Reinheimer has completed 8 weeks of the police academy and is doing very well.

5 WEST STREET, CROMWELL, CT 06416

Tel: 860-635-2256 | www.CromwellPD.com | Fax: 860-632-8248

Our new dispatcher, Jonathan Keach-Longo, started on November 6, 2023. Jonathan was a part time dispatcher for the Bloomfield Fire Department.

The police department's holiday gift drive is being held on December 1, 2023 at Walmart from 4PM to 8PM.

Cromwell ACO, Cheryl Gagnon, is hosting a pet photo with Santa on December 12, 2023 from 5PM to 7PM. This event is being held in the community room of the police department.

The police department also has the annual "Giving Tree" which residents have until December 20, 2023 to visit the virtual giving tree, purchase their gift, wrap the gift and bring to the police department. The website for the virtual giving tree is:

<https://signup.com/client/invitation2/secure/30199303402#/invitation>.

Kind words from citizens:

Ms. Moss called my office to tell me how kind Sergeant Parsons was. He assisted her with unlocking her vehicle. She was very appreciative with his assistance.

Mr. and Mrs. Larry Whipple called my office to commend Officer Alassiri for going above and beyond. They praised his professionalism, caring, and overall kindness for them. They were stranded and had to wait hours for a taxi. Officer Alassiri arranged for an Uber to pick them up. Not only did he wait for the Uber driver to make sure the Whipple's left safely, he also paid for the driver. They could not stop praising him.

I received a letter from the Department of Veterans Affairs thanking Sergeant Kogut, Officer Bialko, and Officer Dean. These officers, with assistance from Middletown PD and Rocky Hill PD, assisted with a funeral procession of four unclaimed veterans. These officers ensured that the procession made it to the State Veterans Cemetery in Middletown safely.

I received a letter from Mr. Mark Soneson thanking Sergeant Carlson, Officers Brooks, Officer Thomasson and Dispatcher Cyr for their compassion and professionalism with the death of his brother.

Monthly Statistics

11/01/2023 00:00 Thru 11/30/2023 23:59

Call Description	Current Month November 2023	Previous Month October 2023	Year To Date 1/1 - 11/30/2023	Same Month 2022 November 2022	Prior Month 2022 October 2022	Year To Date 2022 1/1 - 11/30/2022
911 Hang Up Call	9	9	146	9	12	104
Administrative Matter	23	20	284	16	17	280
Alarm - All types	16	13	164	10	9	127
ALARM-FALSE BILLABLE	22	12	237	20	25	361
All Other Offenses	7	8	50	3	0	41
Animal Complaint	27	28	300	32	35	365
Arson	0	0	1	0	0	0
Assault, Aggravated	0	0	1	1	0	1
Assault, Simple	1	3	6	0	0	5
Assist Motorist	28	24	282	18	21	270
Assist Other Agency	23	32	310	35	17	287
Burglary	2	0	5	1	6	20
Car Seat Installation	0	0	7	0	2	11
CAR WASH	31	32	451	23	36	548
Civil Matter	3	4	47	1	2	58
Counterfeit/Forgery	0	0	1	1	0	8
Credit Card/ATM Fraud	0	0	7	1	0	6
Criminal Mischief / Vandal	10	4	73	2	3	47
Dis Conduct/BOP	4	2	32	1	4	35
Domestic Incident	9	9	84	6	7	75
Drug Equipment Violation	1	0	2	0	0	0
Drug/Narcotic Violation	2	0	9	0	0	3
DUI	2	4	28	2	4	34
Dumping	0	0	7	1	1	10
Escort	6	4	30	3	2	30
Extortion/Blackmail	0	0	0	1	0	2
False Pretenses/Swindling	1	0	9	1	1	6
Family Offenses, Nonviolent	0	0	5	0	0	8
Fight/Disturbance	4	2	18	0	1	11
Fingerprinting	18	27	227	18	19	240
Follow Up	1	0	7	0	0	0
FV Protocol / P.A.	9	9	99	8	4	103
Harrassing Phone Calls	0	0	11	0	0	11
Identity Theft	6	2	121	4	4	45
Impaired / Intox Person	1	0	19	6	3	31
Impersonation	0	0	2	0	1	1
Intoxicated Driver	0	0	1	0	0	9
Juvenile Incident	16	12	105	16	14	92
K-9 Assist	5	0	26	4	2	27
Larceny - From Building	5	3	25	1	1	22
Larceny - From MV	3	2	49	2	10	51
Larceny - MV Parts/Access	3	1	41	3	15	84
Larceny - Embezzlement	0	0	1	0	0	2
LARCENY - FROM MV/RECORD ON	0	0	15	0	0	15
Larceny- Other	3	0	19	4	1	37
Larceny -Purse-snatch	0	0	3	0	0	2
Larceny -Shoplifting	14	17	165	25	19	203
Larceny, Bad Checks	0	0	2	0	0	1
MEDICAL - OXYGEN REPLACEMEN	0	4	21	0	2	13
Medical Emergency	47	43	510	49	51	527
MEDICATION DISPOSAL BOX	0	1	9	1	1	14
Missing Person	0	1	11	1	2	5
MV Accident	26	43	334	36	32	346
MV - Recovered	0	0	9	0	1	4
MV Abandoned	1	0	4	0	0	4
MV Parking Violation	4	7	61	6	4	51
MV Theft	4	1	31	5	5	27
MV Towed	0	0	1	0	0	0
MV Violation	59	87	774	76	59	1050
MV VIOLATION ATTEMPTED	3	1	18	7	3	38
MVA NR PRIV PROP	8	12	102	15	10	124
MVA FATAL	0	1	1	0	0	0
Neighbor Dispute	0	0	6	0	1	7

Monthly Statistics

11/01/2023 00:00 Thru 11/30/2023 23:59

Call Description	Current Month	Previous Month	Year To Date	Same Month 2022	Prior Month 2022	Year To Date 2022
	November 2023	October 2023	1/1 - 11/30/2023	November 2022	October 2022	1/1 - 11/30/2022
No Police Actual Call Type	0	0	13	2	1	17
Noise Complaint	0	5	61	5	6	71
Nursing Home Fax Report	1	0	16	1	6	40
Oper/Promo/Gamb	0	0	0	1	0	1
Patient Dispute	0	0	2	0	0	2
Prescription Forgery	0	0	1	0	1	4
Property Check	451	551	6103	417	412	4718
Property Lost/Found	7	6	93	7	8	118
Property Seized	2	0	22	2	3	17
Record Only Call	8	7	82	6	7	101
Report of Gunshot	0	1	4	1	3	7
Road Cond/TCS Out	17	6	155	13	15	155
ROBBERY	0	0	2	0	1	2
Runaway	0	0	1	0	0	1
See Complainant	35	45	397	44	29	453
Serve Warrant INFO	6	6	86	5	3	73
Sex Assault Fondling	0	0	0	1	0	3
Sex Assault Rape	0	0	1	0	0	1
Suicide	0	0	1	0	0	0
Suspicious Activity	51	66	618	51	48	568
TEST CALL	6	2	37	4	3	62
Threaten/Harass/Intimidatio	3	1	35	4	1	30
Tobacco Sales	0	0	22	0	0	0
Town Ordinance	0	0	11	0	4	45
Traffic Assignment	23	39	202	31	19	268
Trespassing	3	2	20	0	6	19
Unfounded Complaint	19	17	215	19	29	255
Untimely Death	3	2	30	1	0	13
Unwanted Person	1	4	38	12	8	66
Well Being Check	30	35	330	32	27	306
Report Totals:	1133	1279	14024	1134	1109	13355

Monthly NIBRS Statistics

11/01/2023 00:00 Thru 11/30/2023 23:59

Call Description		Curr Mth	Prev Mth	% Chg	Prev Year	% Chg	Year To Date	Year To Date 2022	% Chg
		11/ 2023	10/ 2023	Mth to Mth	11/2022	Mth to Yr	1/1 - 11/30/2023	1/1 - 11/30/2022	2023 / 2022
100	Kidnap/Abduction	1	1	% 0	0	% +100	5	1	% +400
11A	Forcible Rape	0	0	% 0	0	% 0	3	2	% +50
11B	Forcible Sodomy	0	0	% 0	0	% 0	1	0	% +100
11C	Sexual Assault with an Obje	0	0	% 0	0	% 0	1	0	% +100
11D	Forcible Fondling	0	0	% 0	1	% 100	3	7	% -57
120	Robbery	0	0	% 0	0	% 0	2	2	% 0
13A	Aggravated Assault	0	0	% 0	1	% 100	2	6	% -66
13B	Simple Assault	6	9	% -33	4	% +50	47	40	% +17.5
13C	Intimidation	2	4	% -50	4	% -50	30	28	% +7.14
200	Arson	0	0	% 0	0	% 0	1	0	% +100
210	Extortion/Blackmail	0	0	% 0	0	% 0	0	1	% -100
220	Burglary/Breaking and Enter	2	0	% +200	1	% +100	6	27	% -77
23A	Pocket-Picking	0	0	% 0	0	% 0	1	2	% -50
23B	Purse-Snatching	0	0	% 0	0	% 0	1	2	% -50
23C	Shoplifting	11	11	% 0	20	% -45	142	167	% -14
23D	Theft From Building	2	0	% +200	2	% 0	16	22	% -27
23F	Theft From Vehicle	9	3	% +200	2	% +350	62	61	% +1.63
23G	Theft of MV Parts or Access	3	2	% +50	3	% 0	44	68	% -35
23H	All other Larceny	4	1	% +300	2	% +100	16	21	% -23
240	Motor Vehicle Theft	2	1	% +100	5	% -60	30	31	% -3.2
250	Counterfeiting/Forgery	0	0	% 0	1	% 100	4	17	% -76
26A	False Pretenses/Swindle/Con	2	1	% +100	2	% 0	13	13	% 0
26B	Credit Card/Automatic Telle	4	0	% +400	0	% +400	15	20	% -25
26C	Impersonation	1	0	% +100	0	% +100	6	3	% +100
26E	Wire Fraud	0	0	% 0	1	% 100	1	6	% -83
26F	Identity Theft	3	3	% 0	1	% +200	95	23	% +313
270	Embezzlement	0	0	% 0	0	% 0	1	3	% -66
290	Destruction/Damage/Vandalis	11	6	% +83.3	5	% +120	108	95	% +13.6
35A	Drug Narcotic Violations	2	0	% +200	0	% +200	12	16	% -25
35B	Drug Equipment Violations	3	1	% +200	1	% +200	17	24	% -29
36B	Statutory Rape	0	0	% 0	0	% 0	1	1	% 0
520	Weapon Law Violations	0	0	% 0	0	% 0	2	4	% -50
720	Animal Cruelty	0	0	% 0	1	% 100	0	1	% -100
90A	Fraud-Insufficient Funds Ch	0	0	% 0	0	% 0	2	1	% +100
90C	Disorderly Conduct	3	1	% +200	2	% +50	22	40	% -45
90D	Driving under the Influence	2	4	% -50	2	% 0	27	30	% -10
90F	Family Offenses, Nonviolent	2	1	% +100	0	% +200	6	5	% +20
90J	Trespass of Real Property	5	4	% +25	1	% +400	26	34	% -23
90Z	All Other Offenses	10	16	% -37	5	% +100	94	79	% +18.9
Report Totals:		90	69	% +30.4	67	% +34.3	865	903	% -4.2



CROMWELL POLICE DEPARTMENT

Frederick Sifodaskalakis

Chief of Police



TO: Chief Sifodaskalakis

FROM: K-9 Sergeant John Carlson

SUBJECT: Monthly K-9 Activity November 2023

DATE: 12/01/2023

Beginning November 1, 2023 through November 30, 2023 I am reporting the following activities for the K-9 unit:

November 8, 2023 – Case #2300013197 – K9 narcotics assist for a vehicle search – The Accused was arrested and charged with Possession of a Controlled Substance and Possession of Drug paraphernalia.

November 10, 2023 – Case #2300013273 – K9 tracking assist for stolen vehicle suspect – A short track was conducted which lead to negative results.

November 12, 2023 – Case #2300013331 – K9 article search for missing I-Phone believed to be thrown from stolen vehicle on the side of the highway – An article search was conducted which lead to negative results – The phone was later located at a different location.

November 17, 2023 – Case #2300013492 – K9 track for missing person – The individual was located prior to the start of the track.

November 14, 2023 – K9 quarterly narcotics in-service training.

November 15, 2023 – K9 quarterly narcotics in-service training.

November 16, 2023 – K9 quarterly narcotics in-service training.

November 26, 2023 – K9 tracking assist for suspects involved in an assault at the Super 8 Hotel – Bane conducted a track and successfully located a male suspect in a wooded area – The male suspect was arrested as a result of this incident and also had three PRAWN warrants with bonds in excess of \$150,000.

5 WEST STREET, CROMWELL, CT 06416

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CROMWELL POLICE DEPARTMENT

Frederick Sifodaskalakis

Chief of Police



November 26, 2023 – K9 demonstration for Cromwell Cub Scouts.

November 27, 2023 – K9 monthly patrol in-service in Hartford, CT.

Nothing further at this time.



STATE OF CONNECTICUT
DEPARTMENT OF VETERANS AFFAIRS
OFFICE OF THE COMMISSIONER
287 West Street
Rocky Hill, Connecticut 06067



Ronald P. Welch
Commissioner
Brigadier General U.S. Army (Ret)

November 7, 2023

Chief Frederick Sifodaskalakis
Cromwell Police Department
5 West Street
Cromwell, CT 06416

Dear Chief Sifodaskalakis:

On behalf of the Veterans and Staff at the Connecticut Department of Veterans Affairs (DVA) I want to thank you for the support your department provided to the Funeral Procession and Ceremony we held on November 3, 2023, for the unclaimed cremated remains of four Veterans. The procession traveled from our DVA Campus in Rocky Hill to the State Veterans Cemetery in Middletown and included three hearses, Police escorts from Rocky Hill, Cromwell and Middletown, Patriot Guard members on their motorcycles and vehicles with Veterans from across the State.

The Cromwell Police Departments Traffic and Patrol Unit members were professional, courteous and respectful and ensured the timely and safe arrival of the procession at the State Veterans Cemetery

While those four Veterans died with no family or friends to honor them, on November 3rd the DVA, Veterans across the State and agencies like the Rocky Hill Police Department all came together to bury these four men with full military honors with their brother and sister veterans to ensure they are never forgotten again.

Thank you and your team for your support of the DVA and our Connecticut Veterans and please don't hesitate to contact me if I can ever be of assistance.

Sincerely,

Ronald P. Welch
Commissioner

November 28, 2023

Dear Chief Sifodaskalakis,

On October 16th, I found my brother Jeff deceased in his home on West Street Terrace. Jeff had been dealing with serious health issues including kidney disease, for which he underwent dialysis three times a week. In fact, what prompted the discovery was a call from his dialysis unit nurse informing me that Jeff was an hour and a half overdue for his treatment, and not answering his phone.

All things considered, Jeff's death did not come as a shock. But with the feeling that he would live into his seventies, it was certainly a surprise.

My call to the Cromwell Police Department was answered by Christine Cyr. Christine was thorough in her questioning, efficient in working through the process, and got services en route quickly.

Mitchell Brooks, John Carlson and Mark Thomasson responded to the call. While no doubt aware that in our shared career, I had regularly dealt with situations like this, they knew the incident at hand would be different for me. They eased me out of the police officer mode I was operating in when I myself responded to the call, found the victim and made the presumption, and into the role I should have been playing all along; that of a grieving brother.

All three stayed with me until the hearse left, keeping me occupied with the type of conversation people engage in with one another in moments like those. Their compassion did not go unnoticed and will not be forgotten.

As much as I'd like to think I got special treatment from your people, I suspect everyone in the Town of Cromwell gets treated the same. In fact, everything I've seen in the last four decades tells me you have a wonderful police department on your hands. Your citizens are truly blessed.

With immense gratitude,



Mark Soneson



TOWN OF CROMWELL
Nathaniel White Building
41 West Street Cromwell, CT 06416

MEMORANDUM

To: Anthony J. Salvatore, Town Manager

From: Louis J. Spina, Jr.
Director of Public Works

Date: December 6, 2023

Re: **Town Council Updates**

Here is a list of some of the projects Public Works staff is currently working on. I will attend next week's meeting should there be any questions:

- **Reclaiming** of Brooks Lane, McDonald Ave, and Carroll Place was completed in mid-November.
- **Curb side leaf collection** program on going. First pass thru town should be complete on Wednesday, December 6th. Weather permitting, we will do a second pass.
- **Pierson Park** – permits are in place. Design team working on putting together bid documents. Should bid this winter – will require closure of fuel pumps during demolition and construction.
- **High School Athletic Facility** – P&Z meeting December 5th would be last permit required. Design team working on putting together bid documents and final cost estimate.
- **West Street Sidewalk** – In winter shut down, will resume in spring.
- **Drainage study** - Consultant putting together scope and fees for the 10 areas. Engineering has begun the process of reaching out to land owners regarding possible easements.
- **Sidewalks** – Engineering putting together an assessment of the more than 20 miles of sidewalk in Town to comply with ADA requirements. Will be looking to increase the \$5,000 sidewalk fund significantly to improve ADA compliance on existing sidewalks in the coming years. DOT has been making improvements to ramps on their roads – we need to do the same. The assessment will generate a "Transition Plan" which is now required to be in place for most DOT grants.

- **OSHA Abatements** - remaining programs due on December 11, 2023. Should complete process.
- **Food scrapping/composting program** is progressing well. Over the past couple months, we have taken in approximately 1,000 lbs. of food waste. During the Mayor's tree lightening, Transfer Station personal handed out over 100 food composting bins. We plan to hand out more at future events for residents of Cromwell.
- **Curbside Bulky Waste Program** being discussed with staff. Hoping to get started in spring.
- **Paint Recycling Program** – looking to start at Transfer Station in 2024.

Memo

To: Anthony Salvatore, Town Manager
From: Stuart B. Popper, AICP
Director of Planning and Development
Date: December 6, 2023
Re: Electric Chargers Fee Amendment

Currently forty-one (41) of Connecticut's one hundred sixty-nine, (169) municipalities have EV charging units.

Twenty-nine (29) of the municipalities do not charge for use of the EV chargers. The costs for three of the municipalities was unknown and nine municipalities charge for the use of the EV chargers.

Branford, Clinton, Deep River, Guilford, Hebron, Mansfield, Meriden, Old Saybrook, Putnam and Waterbury all charge for the use of the EV chargers. The price charged by the municipalities ranged from 16 cents to 45 cents per Kwh.

We estimate Cromwell's cost per Kwh with service charges to be \$0.345/Kwh. We need to charge that to cover our costs. This cost will be subject to rate changes. Staff recommends that rates and earnings be reviewed quarterly.

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

Memorandum

To: Anthony Salvatore –Town Manager

From: Jon Harriman, P.E. 

Date: 12/5/2023

Re: Project Updates

High School Athletic Facility – Project includes replacing existing track and grass field at high school with new track, multi-use synthetic turf field, grandstand, press box, concessions, field lighting, 147 new parking spaces and six new tennis courts. This project is working its way through the permit process. Inland wetlands approval was secured last month and a presentation to planning & zoning is scheduled for this evening. The consulting team continues to work on the construction documents and anticipates delivering a draft to staff by the third week of December. An updated construction budget should be available with the draft documents. In preliminary design phase estimating the project was ranging between \$7.6M-\$8.9M excluding fees for testing, clerk of the works and contract administration, etc.

Pierson Park Project – Project includes expansion of Pierson Park into the old highway garage site. Maintain fuel station, add parking and green space with new park amenities, convert mechanics garage into team rooms with public bathrooms. Permits from inland wetlands and planning & zoning commissions have been obtained. The design consultant continues to work on the construction documents. I expect a 90% draft of the design plans and specifications after the first of the year. Now that home football games are complete for this season the old highway garage can be demolished. We received a grant for this project of \$1.5M (\$2M requested). We have been working with the design consultant to program this project in more than one phase (some work will not be completed at this time without additional funding). Project funding provided by the State of Connecticut Urban Act Grant administered by the Department of Energy and Environmental Protection. The demolition of the former highway garage and the red building behind the southerly end zone and the relocation of the fuel station (on-site) will be paid for with funds remaining from the New Public Works garage project account.

West Street Sidewalks – This project is essentially in winter shut-down. Due to a lack of bidders we got a late start this year, and then faced months long delays from the utility companies for utility pole relocation. At this time the sidewalk from Lincoln Road to Allen Road is complete. The Allen Road intersection with West Street has been realigned, and there is sidewalk access to Town Hall from West Street and Allen Road. The short section of Lincoln Road from Elm Road to West Street has been removed

December 5, 2023

allowing for an expansion of the park green space. In the spring the contractor will return to continue the sidewalk on West Street from Allen Road to Timber Hill Road and touch up any restoration/punch list items from the work done this construction season. Project funding provided by the State of Connecticut Urban Act Grant administered by the Department of Energy and Environmental Protection.

2023-24 Recommendations - Do It Now

Fiscal Transparency and Collaboration

- ☐ Utilize the emergency text system to advise residents of budget referendum
- ☐ Heighten communication via Town Hall wide email reminding all staff of budget hearing date/time

Human Resources

- ☐ IT Survey to understand Employee Needs. Look in to hiring a full-time Staff IT position or expand IT hours (explore during budget time).
- ☐ Assign new Council/elected officials ethics and sexual harassment training
- ☐ Have open HR office hours (and allow staff to attend – accommodate) to ask general questions and/or express concerns
- ☐ Create a more isolated spot for HR Team

Leadership Development

- ☐ Create a leadership chart
- ☐ Identify & distribute mission to employees & Town

Organizational Excellence

- ☐ Remind all elected or appointed officials that inquiries (town business) be routed through the Town Manager's office.
- ☐ Develop an online resource with necessary information accessible to Town Employees.

Regulatory Risk

- ☐ OSHA violation or hazard situations training

2023-24 Recommendations - Plan It

Fiscal Transparency and Collaboration

- ☐ Encourage Department Heads to explore ways to obtain input from their staff for the budget prior to budget submission and invite (not require) via invitation all department heads to attend the budget hearings
- ☐ Consider Quarterly stakeholder meetings to bounce new ideas off each other and review potential benefits and costs.
- ☐ Create a general email address for Cromwell Residents to provide feedback on budget, community projects, or general concerns.

Human Resources

- ☐ Advise staff of training/education opportunities via email and have a published list of training/education opportunities for employees by department.
- ☐ Create a standard performance review process for all employees.

Leadership Development

- ☐ Set a list of skills and outcomes the Council would like the Town Manager to learn/achieve at future training.
- ☐ Organize Leadership Training
- ☐ Make security camera live feed accessible to the public by putting link on the Town website.

Operational Excellence

- ☐ Generate experience survey to capture feedback on events, programs, and town services
- ☐ Mayor to host annual meeting with all Board & Commissions
- ☐ Annual Forum for Residents apart from Town Council Meeting
- ☐ Encourage other Committees to send updates for Commission Liaison Reports to Town Council
- ☐ EAP Awareness

2023-24 Recommendations - Delegate It

Human Resources

- ☐ Create a full-time HR position
- ☐ Let employees create and/or add to their own job descriptions with management and union support.
- ☐ Develop and establish a recorded cadence to update Town documents.

Leadership Development

- ☐ Identify training opportunities for Elected or Appointed Town Officials.
- ☐ Find interested volunteers to participate in Council, Boards, and Commissions



CROMWELL CREATIVE DISTRICT

Town of Cromwell - Mayor's Office, Attn. Cromwell Creative District

41 West Street, Cromwell, CT 06416

www.cromwellcreativedistrict.org/ cromwellcreativedistrict@gmail.com

11.19.23

Dear Mayor Demetriades,

CCD is pleased to have brought the State Designation of a Cultural District to Cromwell. Prior to the state approving the application, which still needs to be written two items need to be fulfilled:

1. An Advisory Board/Commission is to be elected.
2. An invite to the State to walk the geographic district with the municipality principals or their designees and the Advisory Board, and generally includes light lunch etc.

You have requested that CCD provide a list of names for consideration to the Advisory Board. The list has been added below the qualifications provided by the State.

The Cultural District Commission should be able to exercise any power and perform any duties necessary or desirable for the purpose of managing the district, including but not limited to consulting / collaborating with the Office of the Arts, Tourism (state and local) and the DRSO for assistance with marketing, connecting with and/or convening local arts and culture community representatives, asset mapping, advocacy, directing resources, and applying for or soliciting and accepting any grant, contribution, or other funding from any source.

Members

Cultural District Commission members should represent a diverse mix of organizations and businesses. Three-quarters of the membership must represent the arts/culture community. The Cultural District Commission should represent the shared interests of the district. The majority must live or work in the district. The size of the Cultural District Commission should be commensurate with the needs of the municipality and its population, with a minimum of six (6) members.

REMIK HOW TO SEE CROMWELL

Cromwell Creative District is a registered 501(c)3 nonprofit organization

Cultural District Commission members should include at least one (1) representative from six (6) of the following categories:

- Local cultural council / arts council
- Cultural organizations (historical society, museum, ethnic heritage organization)
- At least one artist that lives and/or works in the district
- Organizations that represent artists (artist cooperative, etc.) *if applicable*
- For-profit creative business i.e. gallery, theater
- Local business and/or chamber of commerce

A city, town or borough may elect to include additional representatives. This will depend on the assets in the Cultural District and the district's goals. They can be from:

- Tourism
- Historic Preservation/History
- Leisure and Hospitality Industry (i.e. restaurants, hotels and similar businesses)
- Educational Institutions
- Economic and Community Development

Duties and Procedures

The Cultural District Commission should be responsible for developing a management plan and provide oversight with implementation. The Cultural District Commission should convene on a regular basis and operate in accordance with municipality's governance structure.

The Cultural District Commission must develop:

- Goals and objectives
- A management plan
- A cultural assets map and inventory
- A marketing plan*
- Goals and success measures for the district

Rethink How You See Cromwell

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*The municipality must utilize state Cultural District branding as part of any signage, marketing, promotion, and/or recognition. A minimum of two (2) signs at

CCD's suggestions for your consideration: Note, the commission can be more than 6 members. (highlighted names have been contacted and are willing)

1. Local cultural council (in this case, CCD) (per state, Creative and Cultural are interchangeable;) **Katie Daigle**, chair, has offered
2. Arts Council: Cromwell Arts Alliance; **Rosemary Matus**, President has offered.
3. Cultural organizations (historical society, museum, ethnic heritage organizations), TBD
 - Historical Society: **Richard F. Donohue** emailed he will be in touch with you directly. I am not sure that he is personally willing to serve, but may designate someone.
 - **Kelley Salemi**, CCD member, Cromwell resident and Wadsworth Athenaeum Museum Governance Coordinator would appreciate a seat on this Board.
 - DEI
 - LGBTQ+
 - The Lions Club
 - Scouts
4. At least one artist that lives and/or works in the district, TBD
 - Morgan Nicole: upcycle fashion designer, <https://www.shopmadebymorgannicole.com/>
 - Taylor Burgos: influencer, <https://madeandtaylored.glossgenius.com/>
 - Sage Chapman: tattoo artist, <https://intuitionartcollective.com/>
 - Kelvin Ruiz: tattoo artist, <https://www.warpathstudios.com/>
 - Tony Palmeiri: multi-talented, <https://tonysflourshop.com/>
5. Organizations that represent artists (artist cooperative, etc. (if applicable), TBD
 - Schools, art teachers? R.F. Donohue, music instruction; see above
 - Rec, Senior, Youth services, Library - none of the leadership live in Cromwell, however, each of these groups have an advisory commission. They might be interested in having one of their members as representatives on this commission?
 - Suzanne Rutner, teacher director: Northwest Children's Center, <https://www.northwestchildrenscenter.com/>
6. For-profit creative business, i.e. gallery, theater, TBD
 - Sage Chapman, gallery owner; Intuition Art Collaborative; see above
 - Danielle Libera Tencza, dance/theater company, <https://companyntempo.com/index.htm>
7. Local business or chamber of commerce, TBD

Rethink How You See Cromwell

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- Rodney Bitgood, Cromwell Automotive & President of Cromwell's Children's Coalition, <https://www.facebook.com/Cromwellchildrenscoalition/>,
<https://cromwellautomotive.com/>
- Cara Scianna, Cromwell Chamber President; cscianna@liberty-bank.com

Rethink How You See Cromwell

Cromwell Creative District is a registered 501(c)3 nonprofit organization

**TOWN OF CROMWELL - TOWN COUNCIL
TOWN HALL COUNCIL CHAMBERS
41 WEST STREET, CROMWELL, CT 06416
REGULAR MEETING MINUTES**

Wednesday, October 11, 2023 - 7:00 p.m.

Present: Mayor S. Fortenbach, Deputy Mayor J. Henehan, Councilman J. Demetriades, Councilwoman J. Donohue, Councilwoman P. Luna, Councilman J. Polke, Councilman A. Waters

Also Present: Town Manager Salvatore, Finance Director Sharon DeVoe, Chief Sifodaskalakis, Public Works Director Lou Spina

A. CALL TO ORDER

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

Mayor Fortenbach asked for a moment of silence for the Middle East atrocities over the weekend.

B. PLEDGE OF ALLEGIANCE

The Town Council stood to recite the Pledge of Allegiance.

C. APPROVAL OF AGENDA

MOTION made by J. Demetriades and **SECONDED** by J. Polke to approve the agenda. All in favor.

D. COMMISSION CHAIRMAN REPORTS/LIAISON REPORT/STAFF REPORTS

1. CMS Building Committee

The CMS Building Committee report was provided in the Town Council packet.

E. MAYOR'S UPDATE

The Mayor submitted and read his report. See Attachment A.

F. TOWN MANAGER'S UPDATE

The Town Manager provided a written report and added the following:

- He elaborated on the IT Tracking process and explained that we track the issues that employees are having and the response time.
- He explained that our HR Department is tracking all issues, concerns, and requests that come to them and the response time.
- We are having conversations about construction in the Town Hall parking lot and the Community Field Road parking lot for changing stations.
- All lighting has been installed in the Community Field Road parking lot.
- He appointed Richard Donohue to represent the Town for the 250th Anniversary Commission (anniversary of the signing of the Declaration of Independence).
- The wall has been constructed on Allen Road. It will be stained brown tomorrow to match the building and the sign on West Street.

- At the Planning and Zoning Commission meeting regarding the Middle School it was decided that Park Road will be used and concrete sidewalks will run up to that point for pedestrian safety. He said he would convey this to the Building Committee.
- Councilman Waters asked the Town Manager about South Street road conditions. A brief conversation was held.
- There was a conversation regarding if and what the Town would charge visitors for using the charging stations.

G. FINANCIAL/FINANCE DIRECTOR'S UPDATE

1. Budget Report

Sharon DeVoe was in attendance to present her budget report and to answer any questions of the Town Council. She informed the Town Council that her new assistant started on Tuesday. Once she gets settled in, she will bring her to a Town Council meeting to introduce her.

2. Long Range Capital Planning Committee Memo

This memo was included in the packet for the Town Council. A brief discussion took place.

3. Discussion and Approval of Wage Adjustment for Tax Collector, Town Clerk and Registrars

Town Manager Salvatore explained that this was just brought to our attention. Historically, elected officials were treated as employees. However, recently we realized that we were not following the constitution by treating our elected officials as employees with regards to wages. Therefore, we are proposing the Wage Adjustment.

MOTION made by J. Polke and **SECONDED** by A. Waters to approve the Wage Adjustment provided for Tax Collector, Town Clerk and Registrars.
All in favor.

4. Discussion and action to approve an appropriation in the amount of \$20,000 within the CNR Fund for Andrews Technology/UKG Time and Attendance Project (time clocks)

The Finance Director informed the Town Council that the company we use for our time clocks got bought out and they are replacing and installing our time clocks with new ones. She explained that there is a 5-year grace period but we are doing it now because the Town does not want to lose the incentives. There was a brief discussion. The Finance Director informed the Council that installation is planned for Fall of 2024.

MOTION made by J. Polke and **SECONDED** by A. Waters to approve an appropriation in the amount of \$20,000 within the CNR Fund for Andrews Technology/UKG Time and Attendance Project (time clocks).
All in favor.

5. Tax Refunds

MOTION made by A. Waters and **SECONDED** by J. Henahan to approve Tax Refunds 1-24. **All in favor.**

H. CHIEF OF POLICE'S UPDATE

Chief Sifodaskalakis was in attendance and presented his report to the Town Council. Councilman Waters complimented Chief Sifodaskalakis on the newly painted police cars. Councilman Demetriades recognized School Resource Officer Pete for being fantastic with the kids at the Middle School and High School. He also offered his congratulations to Sergeant Carlson and Bane.

I. PUBLIC WORKS DIRECTOR'S UPDATE

Public Works Director Spina presented his report. Councilman Waters asked about the status of hiring mechanics. Public Works Director Spina replied that we have hired an Assistant Mechanic. He has a great attitude, he is flexible and has done a great job. We are still hiring for a Chief Mechanic.

A brief discussion was held about the stain for the wall on Allen Road.

Councilman Demetriades asked Public Works Director Spina about Single Stream Recycling. Specifically if it was effective and if it was expensive. Director Spina explained that it is resident friendly as it is less work for residents, but that it is definitely more work for the facility and workers who have to sort through it.

J. CITIZEN COMMENTS *(limited to 2 minutes per speaker, please be respectful)*

James Rude, 25 Highridge Road was in attendance and read the attached letter into the record. See Attachment B.

K. NEW BUSINESS

1. Discussion and Approval of the Establishment of a Cultural District

The Town Manager explained that he spoke to the Town Attorney and she recommended that the Town make this an ordinance rather than a resolution. In the form of an ordinance, it will be easier to find as it will become part of Code for the Town of Cromwell.

In reviewing the proposed ordinance, Mayor Fortenbach stated that the Council should continue to be brought in on all grants going forward and the Council should be included early on. There was a question about whether or not to include this in the language of the proposed ordinance. After a brief discussion it was decided that the following language from Section D satisfied this request "...all requirements of the Town Charter are followed for purposes of accepting and appropriating said funding".

There was also discussion regarding Section C. 2, the membership of the Cultural District Commission. It was suggested that a representative of a local veteran's organization be added to the membership.

MOTION made by J. Polke and **SECONDED** by A. Waters to establish a Cultural District.

In favor: J. Donohue, S. Fortenbach, J. Henehan, P. Luna, J. Polke, A. Waters

Abstained: J. Demetriades

Motion carried.

MOTION made by A. Waters and **SECONDED** by J. Henehan to establish a Cultural District Commission with the inclusion of "a representative from a local veteran's organization" in Section C. 2.

In favor: J. Donohue, S. Fortenbach, J. Henehan, P. Luna, J. Polke, A. Waters

Abstained: J. Demetriades

Motion carried.

2. Approve and Adopt amendment to the Retirement Plan Ordinance

See Attachment C for the proposed amended ordinance.

MOTION made by J. Donohue and **SECONDED** by J. Henehan to approve and adopt the amendment of existing ordinance: Chapter 54 Retirement Plan, Section 54-16 and Section 54-22.

Discussion: Councilman Waters said he is agreeable to the change in Section 54-16, but felt Section 54-22 was not a good idea. He explained that his concern is if you allow employees to become vested after five (5) years, they will leave and move to another town. He added, we have good qualified help right now but we may lose some employees if this gets passed.

Mayor Fortenbach and Councilwoman Donohue explained that this is more of an incentive to attract employees. It could also be appealing to a person who has experience in another municipality and is looking to come to work for our municipality. Councilwoman Donohue added that this is part of an employment package and people review all of the benefits offered with a position before accepting it, and this is something that would make the Town look more attractive.

In favor: J. Donohue, S. Fortenbach, J. Henehan, P. Luna, J. Polke

Opposed: A. Waters

Abstained: J. Demetriades

Motion carried.

L. BERRYDUNN ORGANIZATIONAL CULTURE ASSESSMENT DISCUSSION AND POSSIBLE ACTION

Town Manager Salvatore informed the Town Council that the Subcommittee met with BerryDunn and unfortunately, they want to charge us a significant amount of money for the mission statement. The Town Manager explained that he felt confident that Town Staff could create one. He passed out a draft mission statement that was worked on by several town employees. See Attachment D.

Councilman Waters said that he felt disappointed with the culture study and how it was given to them. He felt that some items were sugar coated and that this was something we could have done in-house rather than spending the money. He then commended Councilwoman Donohue on her work and guidance during the Town Council Cultural Study Workshops.

Councilwoman Donohue explained that she felt that the Town Council got caught up in moving in one direction and suggested they move away from blame culture. We need to

step back and look at things collaboratively. In doing this, we can come up with great ideas. The results of the workshops the Town Council held prove that. She continued, "let's move it forward now, and move it forward positively."

Town Manager Salvatore expressed his disappointment in this study and the statements that were made. He felt that we should have gotten a better product. The statements that were made and added to the report were not proven. Additionally, we were promised a mission statement by BerryDunn at no cost during a Town Council meeting and then later were told it would cost us a significant amount of money to create.

Councilman Demetriades stated while this was not the outcome expected, we got a glimpse to the unfiltered canvas in the Town employee's minds. Based on that, we need to do a better job setting expectations and following through. We also need to be open to feedback from employees and be proactive. He continued that he still found value in the fact finding and is proud of the results of the Workshops the Council held.

Mayor Fortenbach asked if it was the consensus of the Town Council to move forward without the assistance of BerryDunn. The Council agreed. The Mayor said he would send a letter to BerryDunn notifying them of the Town's decision.

M. APPROVAL OF MINUTES

1. September 5, 2023 Special Meeting Minutes

Councilman Demetriades asked that the section that references moving the security camera monitors in the Town Manager's Office be amended to point out that there was some disagreement amongst the Council with this item. Councilman Demetriades had a different viewpoint and expressed during the meeting of September 5th that the cameras should be moved to an alternate location and not be housed in the Town Manager's Office.

MOTION made by J. Donohue and **SECONDED** by P. Luna to approve the September 5, 2023 Special Meeting Minutes as amended.
All in favor.

2. September 13, 2023 Amended Regular Meeting Minutes

MOTION made by J. Henahan and **SECONDED** by P. Luna to approve the September 13, 2023 Amended Regular Meeting Minutes.
All in favor.

N. APPOINTMENTS/REAPPOINTMENTS/RESIGNATIONS

None.

O. INFORMATIONAL ITEMS

- Councilman Henahan informed the Town Council that Karen Spotts' mom passed away. She has been going through a tough time. Give her your sympathy if you see her.
- Councilman Demetriades reported that today was Coming Out Day and LGBTQ held an event with pizza. They had 8 people attend, there were great conversations and personal experiences were shared. It was a great event. There is some new energy

behind that committee. He informed the Council that there will be a shift in membership in the future due to work commitments of some of the members.

- The Mayor and Town Manager informed the Council that there will be a Special Town Council Meeting next week at 5 p.m. for the proposed tax abatement at 100 Berlin Road.
- Councilman Waters asked for an update on Nooks Hill Road building. Town Manager Salvatore informed him that the interested party never got back to him with a proposal. However, he is waiting on another proposal. Town Manager Salvatore explained that it would be a difficult property to sell because of the location of the wetlands.

P. ADJOURN

MOTION made by J. Donohue and **SECONDED** by A. Waters to adjourn.
All in favor. The meeting adjourned at 8:55 p.m.

Respectfully submitted,



Amanda Calve
Secretary



Attachment A

Town of Cromwell Office of the Mayor

MAYOR'S REPORT

Date: October 11, 2023
To: Members of the Town Council
From: Steve Fortenbach, Mayor
Subject: Mayor's Report for 10/11/2023 Town Council Meeting

- The Town met with the Cromwell Creative District and is moving ahead with the Cultural District designation.
- The West Street Sidewalk project is in full swing. The contractor is making steady progress. (Weather Permitting)
- September 16th, I was invited to the Wings Mural Celebration event at Pierson Park. All the displays turned out great.
- September 16th, I was able to participate in the Rising Star Ceremony at Pierson Park. Congratulations to all of the award winners.
- The boys & girls high school soccer teams hosted their Cancer Awareness games. Both were well attended and raised money for cancer research.
- The High school marching band participated in the Connecticut day parade at the BIG E.

Public Comment

Cromwell Town Council Meeting October 11, 2023

While the **tangible** items in the Culture Study PowerPoint action plan will address the workplace systems and rules elements of Town Hall culture, there has yet to be any consideration of the need for changes in the **intangible** elements of the culture- the workplace values, beliefs and attitudes of all Town employees.

Studies show that the top words used by employees to define the best work cultures include the following words- challenging; friendly, engaging; rewarding; collaborative; flexible; supportive; teamwork; integrity. Many of the BerryDunn report findings do not indicate these elements are present at Town Hall.

And I still do not understand the purpose of the surveillance cameras at Town facilities. An important **intangible** culture item is organizational trust, which is negatively impacted by the way the cameras are currently monitored. If there are legitimate crime prevention or other law enforcement reasons, the monitors should be located at the Police Station- not at Town Hall. If it is for another purpose, what is that purpose? The PowerPoint says "Make security camera feed accessible to the public by putting link on the Town website." This does not seem like an appropriate action to move the culture at Town Hall forward.

And I am curious as to whether surveillance camera usage at Town facilities, both as in use now and/or as proposed in the PowerPoint with expanded access to include the Town website, is or will be in strict accordance with Connecticut law?

Thank you.

James Rude 25 Highridge Road

§ 54-16. Early retirement option.

Each participant who shall have reached his 55th birthday and shall have at least 10 years of credited service shall have the option, to be exercised by a written notice to the Board and with the consent of the Board, to retire at any time thereafter prior to his normal retirement date. The amount of retirement benefits payable to such retired participant shall be computed as provided in § 54-13 hereof, except that the date of such early retirement shall be used in determining his credited service, and the amount thus obtained will be reduced, such reduction to be determined by the actuary in accordance with accepted actuarial practices, if such retirement benefit is to commence prior to such participant's normal retirement date. The contingent annuitant and the ten-year certain options, provided for in §§ 54-14 and 54-15 hereof, may be elected by a participant who elects to retire early under this section, in which case the term "retirement date" shall be deemed to mean early retirement date wherever applicable in §§ 54-14 and 54-15.

§ 54-22 Payments required.

A.

If any participant shall cease to be an employee of the Town, except upon death or as a retired participant or except as provided in Article IX hereof for leave of absence, then he shall be entitled to a return of all of his own contributions to the trust fund, plus interest thereon computed at the annual rate of 3% prior to July 1, 1976, and at the annual rate of 5% thereafter, compounded annually to date of termination; provided, however, that any participant who shall elect to leave his contributions in the trust fund shall be entitled at his normal retirement date, if he shall then be living and if such contributions are left in the trust fund, to the following percentage of the amount of retirement benefit as computed under the provisions of § 54-13 hereof, such percentage to depend upon the number of his full years of credited service under the plan following his entry date, except that the date of such termination shall be used in determining his credited service:

Years of Credited Service Under the Plan	Percent of Accrued Benefit Vested
Fewer than 5	0%
5 or more	100%

B.

Anything contained herein to the contrary notwithstanding, in no event shall the vested benefit to which the terminated participant is entitled be of lesser value than the amount of his own contributions, including interest as hereinabove provided, at the date of his termination of employment as determined by the actuary in accordance with accepted actuarial practice, and in no event shall the vested percentage indicated above be less than the percentage that would have been applicable if the participant had terminated employment on June 30, 1976. Any such terminated participant may elect, by written notice filed with the Board at least 60 days prior to an anniversary date, to withdraw, as of the next succeeding anniversary date, his own contributions to the trust fund, plus interest thereon, to such anniversary date computed as hereinabove provided. If any such terminated participant shall so elect to withdraw his own contributions, then he shall have no further rights whatsoever in and to any benefits under this plan.



Mission

The Town of Cromwell is dedicated to delivering quality municipal services, public safety, fiscal responsibility, responsible economic growth, preservation and progress. It welcomes it's inclusive and diverse community through effective leadership and efficient management providing a vibrant place to live, work and play.

**TOWN OF CROMWELL - TOWN COUNCIL
TOWN HALL COUNCIL CHAMBERS
41 WEST STREET, CROMWELL, CT 06416
SPECIAL MEETING MINUTES**

Tuesday, October 17, 2023 - 5:00 p.m.

Present: Mayor S. Fortenbach, Deputy Mayor J. Henehan, Councilman J. Demetriades, Councilwoman J. Donohue, Councilwoman P. Luna, Councilman J. Polke, Councilman A. Waters

Also Present: Town Manager Salvatore, Finance Director Sharon DeVoe, Assessor Shawna Baron, Attorney Kari Olson, Attorney Peter Alter, Chris Reilly and Patrick Kenney of Lexington Partners, and Dr. Don Poland

A. CALL TO ORDER

Mayor Fortenbach called the meeting to order at 5:01 p.m.

B. CITIZEN COMMENTS *(limited to 2 minutes per speaker, please be respectful)*

Councilman Demetriades read a letter into the record from John DiBiase of 14 New Lane. See Attachment A.

Mike Cannata, 136 Nooks Hill Road, and a member of the Planning and Zoning Commission said he is one hundred percent in favor of the tax abatement. He only had one concern about when the abatement would kick in and that question was answered for him, that it will be taxed immediately upon construction and CO. This includes personal and property tax. He continued, 100 Berlin Road as it exists is an eye sore and it is a problem for the Police and Fire Departments. He informed the Council that Planning and Zoning Commission already passed this and urged the Town Council to pass the tax abatement tonight and give them the greenlight.

Chris Cambareri, 10 Sachem Drive, and a member of the Planning and Zoning Commission echoed Mr. Cannata's comments. He added that the Planning and Zoning Commission put some costly conditions on this approval and he urges the Town Council to move this forward and approve this tax abatement.

Richard Nobile, Economic Development Commission Chairman told the Council that he felt this is a win/win for the Town. The Town currently has no equity in this site, it is an eyesore. He referenced the Nike Site and said it took 50 years for something to come along. He questioned how long will this take if the Town Council does not move forward with this. He added, we cannot leave this location vacant with no taxes. He urged the Town Council to approve this.

C. NEW BUSINESS

1. Discussion and Possible Action regarding 100 Berlin Road Tax Abatement

Attorney Peter Alter of Alter and Pearson, Chris Reilly, President of Lexington Partners, Patrick Kenny of Lexington Partners, and Dr. Don Poland were in attendance to present their request and answer questions of the Town Council.

Mr. Reilly explained that this project will have to be a public and private partnership - that they will need Cromwell's assistance in the process to get this property to a developable condition. He explained that this property has a history of thieves, vandals, and squatters. The building is filled with mold, asbestos and PCBs. He informed the Town Council that it will cost approximately \$4 million dollars for environmental mediation and to demolish the building. This is needed before they can even get a shovel in the ground. This is why they are asking the Town of Cromwell for this tax abatement.

Councilman Demetriades asked that the Assessor and Finance Director explain the memos passed out to the Council this evening. Assessor Shawna Baron explained her memo. See Attachment B. Attorney Olson answered questions of the Council regarding the agreement language. The Council asked questions and also asked for clarification on the information provided.

Finance Director Sharon DeVoe read her memo to the Council and explained her concerns. She assured the Council that while she had some concerns, they were not to the point where she would not want the project to move forward. See Attachment C.

There was discussion about tax revenue and the plan to include affordable housing in this development. Councilman Demetriades asked how the number of school children was calculated and if the number provided was accurate. Dr. Poland approached the podium and explained the process in which this is determined.

Councilman Demetriades said that this is urgently important and he wants to make sure that they have given this the thought and consideration it requires. He agrees that the scope of this project with the current condition of the property complicates the infusion of capital that needs to be done first.

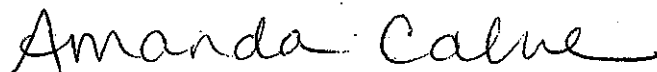
Mr. Reilly explained that they really need the community's assistance to get this to where it needs to be; essentially to forgo some income as we walk up to a financially feasible and self-sustaining project.

MOTION made by J. Polke and **SECONDED** by J. Donohue to approve the tax abatement for 100 Berlin Road as proposed.
All in favor.

D. ADJOURN

MOTION made by J. Donohue and **SECONDED** by J. Henahan to adjourn.
All in favor. The meeting adjourned at 6:14 p.m.

Respectfully submitted,



Amanda Calve
Secretary

Calve, Amanda

Attachment A

From: James Demetriades <jndemetriades@gmail.com>
Sent: Tuesday, October 17, 2023 5:02 PM
To: Calve, Amanda
Subject: Fwd: Questions for proposed build

----- Forwarded message -----

From: John DiBiase <dibiase56@yahoo.com>
Date: Tue, Oct 17, 2023, 5:01 PM
Subject: Questions for proposed build
To: <jndemetriades@gmail.com>

I hide James unfortunately I cannot make it to the meeting tonight, so if possible, can you please read my questions off and get me as many answers as possible? I'm definitely not in agreement with this tax abatement, so can you please let that be known to the council. These are my following questions.

Why is such a large company that has two big properties in West Hartford and Glastonbury asking for a tax abatement?

What was their total profits for each property for last year?

And with this build, if approved by the town what type of housing will there be?

The fact that they want to build such a large area who's gonna end up paying for the extra fire police EMS school teachers because we're gonna be overloading the schools if there's 100 units and each unit has one child that's 100 additional kids in the school system For a school that is already becoming overfilled.

Sent from my iPhone



Town of Cromwell

Assessor's Office

41 West Street
Cromwell CT 06416
860-632-3442

Attachment B
Shawna M. Baron, CCMA II
Tax Assessor

Deputy Assessor

Lisa A. Ruggiero
Assistant Assessor

Memorandum

Date: October 13, 2023

To: Anthony Salvatore, Town Manager
From: Shawna M. Baron, Assessor

RE: Tax Abatement Proposal – 100 Berlin Road.

Reviewing the proposal, I have a few concerns. First in their letter dated October 13, 2023 they state in their last paragraph they request the assessment be based on the land value only during construction. This would start the 10-year maximum abatement period but my understanding is they want 10 years after completion. Both cannot happen. They must decide if the tax abatement starts when construction begins or after its completed. It is to the Town's advantage to start the abatement with the construction phase. Based on state statutes the Town cannot grant more than 10 years. It appears they want the construction phase not to be counted towards their 10-year abatement. The Assessor is required to value and assess the property each year based on its value on the last reassessment date upon the completion as of October 1 each year. Thus the assessment will increase until the abatement takes effect.

Their request also states they want to be assessed only on the land value. They currently have a parking garage they are going to renovate but keep. They want the Town to not value this improvement.

Unlike every tax abatement we have done the property owner is looking to set the assessment for each year. All assessments are to reflect market value from the last revaluation date. While all the rest of the Town will be assessed on market value we would be allowing a property owner to set their own assessment. They are already getting a large portion of their taxes abated and, in my opinion, I don't think we should not start a precedent to allow this. For this reason, I am not in favor of the agreement as proposed.

Attached is calculations of how much revenue the town can expect base on their conditions and a 2% mill rate increase over the 10 years.

If you have any additional questions please let me know.

Sincerely,

Shawna M. Baron
Assessor

M360 - 100 Berlin Road - Lord Cromwell

2022 Assessment	2026 Estimated	2026 Valued by	Assessment	Estimated Taxes	Length of
2,590,173	Mill Rate	Taxpayer	1st Yr		Abatement
	28.5	73,819.93	26,672,667	\$ 760,171.01	16

Real Estate

Future Tax Years	Taxes Without New Const	Land Asmt plus Building with Abatmt	Assessment Abated	Estimated Taxes Abated	Additional Tax Revenue	Proposed Mill Rate
Year 1	\$ 73,819.93	\$ 1,714,370	24,958,297	\$ 711,311.46	\$ (24,960.39)	28.5
Year 2	\$ 75,296.33	\$ 1,714,370	24,958,297	\$ 725,537.69	\$ (25,459.59)	29.07
Year 3	\$ 76,798.63	\$ 4,210,200	22,462,467	\$ 666,012.16	\$ 48,033.79	29.65
Year 4	\$ 78,326.83	\$ 6,706,029	19,966,638	\$ 603,791.12	\$ 124,463.50	30.24
Year 5	\$ 79,880.94	\$ 9,201,859	17,470,808	\$ 538,799.22	\$ 203,904.40	30.84
Year 6	\$ 81,486.84	\$ 11,697,689	14,974,978	\$ 471,112.81	\$ 286,522.45	31.46
Year 7	\$ 83,118.65	\$ 14,193,519	12,479,149	\$ 400,455.88	\$ 372,351.36	32.09
Year 8	\$ 84,776.36	\$ 16,689,348	9,983,319	\$ 326,754.02	\$ 461,466.00	32.73
Year 9	\$ 86,459.97	\$ 19,185,178	7,487,489	\$ 249,932.39	\$ 553,941.26	33.38
Year 10	\$ 88,195.39	\$ 21,681,008	4,991,659	\$ 169,966.00	\$ 650,042.92	34.05
Totals				\$ 4,863,673.25	\$ 2,590,173.00	

Attachment

TOWN OF CROMWELL

DATE: OCTOBER 16, 2023
TO: ANTHONY J. SALVATORE, TOWN MANAGER
FROM: SHARON DEVOE, FINANCE DIRECTOR
RE: TAX ABATEMENT - 100 BERLIN ROAD

Sharon

I believe the proposed project referenced above will be beneficial for the Town as we would receive approximately \$2.6 million in revenue during the ten-year abatement period. However, I have the following concerns regarding the proposed tax abatement agreement:

- Due to the fact that the abatement will not begin until after completion the Town will lose revenue in the first 2 years, and it could continue to lose revenue for an additional 4 years due to construction.
- The Town has no assurances that the developer/owner will stay in Town after this tax abatement agreement takes effect.
- I agree with Shawna Baron, Assessor on her concerns regarding the assessment being fixed.

My concerns do not rise to a level that I do not want the project to go forward. Let me know if you have any questions or wish to discuss anything further.
Thank you.

**TOWN OF CROMWELL - TOWN COUNCIL
TOWN HALL COUNCIL CHAMBERS
41 WEST STREET, CROMWELL, CT 06416
SPECIAL MEETING MINUTES**

Wednesday, October 25, 2023 - 5:00 p.m.

Present: Mayor S. Fortenbach, Deputy Mayor J. Henehan, Councilman J. Demetriades, Councilwoman J. Donohue, Councilwoman P. Luna, Councilman J. Polke, Councilman A. Waters

Also Present: Town Manager Salvatore

A. CALL TO ORDER

Mayor Fortenbach called the meeting to order at 5:03 p.m.

B. NEW BUSINESS

MOTION made by J. Polke and **SECONDED** by J. Henehan to approve and adopt Ordinance Providing for the Establishment of a Cultural District.
All in favor.

C. ADJOURN

MOTION made by J. Donohue and **SECONDED** by A. Waters to adjourn.
All in favor. The meeting adjourned at 5:04 p.m.

Respectfully submitted,



Amanda Calve
Secretary

**TOWN OF CROMWELL
TOWN COUNCIL
TOWN HALL COUNCIL CHAMBERS
41 WEST STREET, CROMWELL, CT 06416**

**Public Hearing Minutes
October 25, 2023 at 5:00 p.m.**

Present: Mayor S. Fortenbach, Deputy Mayor J. Henahan, Councilman J. Demetriades, Councilwoman J. Donohue, Councilwoman P. Luna, Councilman Polke, Councilman A. Waters

Mayor Fortenbach called the Public Hearing to order at 5:00 p.m.

Mayor Fortenbach read the Notice of Public Hearing:

**TOWN OF CROMWELL
NOTICE OF PUBLIC HEARING**

The Town Council of the Town of Cromwell will hold a Public Hearing on Wednesday, October 25, 2023 at 5:00 p.m. in the Cromwell Town Hall Council Chambers, located at 41 West Street, Cromwell, CT for the following purpose:

To hear public comment regarding the adoption of new proposed ordinance: Ordinance Providing for the Establishment of a Cultural District.

Copies of the proposed ordinance are available for public inspection at the office of the Town Clerk, 41 West Street, Cromwell, Connecticut and online at www.cromwellct.com.

Dated at Cromwell, Connecticut this 13th day of October.
Steve Fortenbach, Mayor

MOTION made by J. Polke and **SECONDED** by J. Demetriades to waive reading the ordinance.

The Town Manager respectfully informed the Council that they did not need to waive reading the ordinance.

Motion withdrawn by J. Polke and Second withdrawn by J. Demetriades.

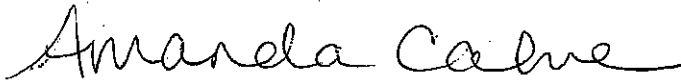
MOTION made by J. Demetriades and **SECONDED** by P. Luna to open the public hearing.

Mayor Fortenbach asked for citizen comments. There were none.

MOTION made by J. Henehan and **SECONDED** by P. Luna to close the Public Hearing.
All in favor.

The public hearing was closed at 5:02 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Amanda Calve". The signature is written in dark ink and is positioned above the printed name and title.

Amanda Calve
Secretary

**TOWN OF CROMWELL - TOWN COUNCIL
TOWN HALL COUNCIL CHAMBERS
41 WEST STREET, CROMWELL, CT 06416
REGULAR MEETING MINUTES
ORGANIZATIONAL MEETING**

Monday, November 13, 2023 - 7:00 p.m.

Present: Mayor James Demetriades, Julia Aurigemma, Brian Bonneau, Stacy Dabrowski, Jack Henehan, Paula Luna, Al Waters

Also Present: Town Manager Salvatore, Town Engineer Jon Harriman

A. CALL TO ORDER

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

B. PLEDGE OF ALLEGIANCE

The Council stood to recite the Pledge of Allegiance.

C. APPROVAL OF AGENDA

MOTION made by J. Henehan and **SECONDED** by P. Luna to amend the agenda to include: 1. Resignations, 3. Planning and Zoning Commission, a. John Keithan under resignations and to add the following Board and Commission Appointments after Item J. Appointments.

2. Library Commission

a. Patricia S. Branciforte (D), regular member for a term expiring February 1, 2026

3. Youth Services Advisory Board

a. Barbara Mc Clane (D), regular member for a term expiring November 1, 2024

4. Zoning Board of Appeals

a. Joseph R. Morin (D), alternate member for a term expiring November 1, 2025

All in favor.

D. ORGANIZATION

1. Appoint a Secretary to the Town Council

MOTION made by A. Waters and **SECONDED** by J. Henehan to appoint Amanda Calve as Secretary to the Town Council.

All in favor.

2. Appoint a Deputy Mayor

MOTION made by P. Luna and **SECONDED** by S. Dabrowski to appoint Al Waters as Deputy Mayor.

All in favor.

3. Set meeting dates and times for 2024 Regular Meetings

The Town Council will meet the second Wednesday of each month at 7 p.m. on the following dates:

MOTION made by J. Henahan and **SECONDED** by B. Bonneau to accept the 2024 Town Council meeting dates as January 10, February 14, March 13, April 10, May 8, June 12, July 10, August 14, September 11, October 9, November 13, December 11 at 7:00 p.m.

All in favor.

E. MAYOR'S COMMENTS

The Mayor provided copies of his report to the Town Council members and read it into the record. See Attachment A.

Mayor Demetriades thanked everyone for running, he said he is proud to call them his colleagues and he is excited for all the work they will complete together. He informed the Council that he left Town of Cromwell pins at each of their seats and recalled how excited he was when he received his when he first served on the Council.

Mayor Demetriades stated that the December Town Council meeting will start at 6 p.m. for a Community Forum before the Regular Meeting at 7 p.m.

F. TOWN MANAGER'S COMMENTS

The Town Manager reported:

- He and Planning Director Stuart Popper have been working on Economic Development. The Director has been doing a great job. We have new businesses coming in on Main Street, Route 372, and on Route 3. A tax abatement has been approved for 100 Berlin Road.
- The sidewalk project on West Street will be shutting down for the winter. A fence is going up today on West Street to the right of the Town Hall. This is because a people have driven over the grass, sidewalk, and curb to get to the Town Hall. This fence will deter people from doing that.
- A fence will be installed on top of the newly constructed wall on Allen Road.
- We are going out to bid for the updates in Pierson Park.
- The highway crew is doing a great job. They started leaf pick up. We purchased a second leaf vacuum and we have received great feedback from residents.

The Town Manager directed all members of the Town Council to contact his office if they have any questions or concerns. We will then contact the appropriate staff/department and get the answers to the questions they are looking for.

There was discussion about providing the Council with information on the Pierson Park Upgrades and the Multi-purpose field. Town Engineer Jon Harriman stated that this information is all available for viewing on the Engineering Department page of the Town's website.

G. CITIZEN COMENTS

Ann Grasso, 70 Strand Circle congratulated all newly elected officials, read her comments into the record, and passed out information on the Cromwell Creative District. See Attachment B.

James Rude, 25 High Ridge Road congratulated the members of the Council on their election and/or re-election. He asked the council to be thoughtful and deliberate when considering the agenda items over the coming year and to please be sure to take on any and all matters directly and not to shy away from issues that may be outside of their comfort zones. Additionally, please remember it is okay to agree to disagree. He was happy to see some of the scouts at the meeting this evening. He said youth is the future of America and it is always good to see them involved in citizenship activities.

Brendan Kruh, 586 Main Street thanked all Council members for participating in their civic duty and said they have all earned a spot at this table. He explained that he is a member of the Cromwell Children's Coalition and they love to have involvement from elected officials. He invited the Council to participate in their Toys for Tots toy drive on December 2nd at Cromwell Automotive. The toy drive assists distressed Cromwell families and their children.

H. NEW BUSINESS

1. Discuss and approve easement for property located at 44 and 44R Geer Street
Town Engineer Jon Harriman was in attendance to present his memo and answer any questions of the Town Council.

There was discussion about where the easement was located and the history of the property. It was recommended that a fence be put up to keep wandering children on the sidewalk. Town Engineer Harriman said he would bring this suggestion to staff, but reminded the Council that all of this has been already been vetted by staff.

MOTION made by J. Henahan and **SECONDED** by P. Luna to create a formal easement from the Town of Cromwell for property located at 44 and 44R Geer Street and make access points official.
All in favor.

2. Discuss and approve proposed fee for electric charging stations

Planning and Development Director Stuart Popper provided the Town Council with a memo detailing his research on the proposed fee. See Attachment C. Town Engineer Jon Harriman was in attendance to answer any questions.

A brief discussion was held. There was discussion about potential costs and if the Town would lose money. The Town Engineer explained that this is the reason we are proposing a fee that is \$.10 - \$.20 more per hour than the anticipated cost incurred by the Town. There were also questions regarding how to set hours of operation for the charging stations. It was suggested to do this by Town ordinance, specifically the parking ordinance. There was further discussion about state statutes prohibiting parking in these spaces if not utilizing the charging stations.

MOTION made by J. Aurigemma and **SECONDED** by A. Waters to set the rate for electric charging stations at the Town's cost plus \$.20 per hour.
All in favor.

I. RESIGNATIONS

1. Board of Finance

a. Julia Aurigemma, alternate member

MOTION made A. Waters and **SECONDED** by J. Henehan to accept the resignation of Julia Aurigemma from the Board of Finance with regret.

In favor: Mayor Demetriades, Brian Bonneau, Stacy Dabrowski, Jack Henehan, Paula Luna, Al Waters

Abstained: Julia Aurigemma

Motion carried.

b. Brian Stermer, regular member

MOTION made A. Waters and **SECONDED** by J. Henehan to accept the resignation of Brian Stermer from the Board of Finance with regret.

All in favor.

2. Inland Wetlands and Watercourses Agency

a. Stacy Dabrowski

MOTION made A. Waters and **SECONDED** by J. Henehan to accept the resignation of Stacy Dabrowski from Inland Wetlands and Watercourses Agency with regret.

In favor: Mayor Demetriades, Julia Aurigemma, Brian Bonneau, Jack Henehan, Paula Luna, Al Waters

Abstained: Stacy Dabrowski

Motion carried.

3. Planning and Zoning Commission

a. John Keithan

MOTION made by A. Waters and **SECONDED** by J. Henehan to accept the resignation of John Keithan with regret.

All in favor.

J. APPOINTMENTS

1. The Mayor appointed Town Council members as liaisons to the following Boards and Commissions:

James Demetriades	
*back up to PZC	Committee to Support Individuals with Disabilities
*back up to EDC	Diversity, Equity and Inclusion Committee
	LGBTQ+ Committee
Julia Aurigemma	
	Board of Assessment Appeals
	Zoning Board of Appeals

	Planning and Zoning Commission (Julia is liaison, James is back-up and should receive copies of all agendas)
Brian Bonneau	
	Fire District Board of Commissioners
	Redevelopment Agency
	Water Pollution Control Authority
Stacy Dabrowski	
	Board of Education
	Charter Revision Commission
	Inland Wetlands and Watercourses Agency
Jack Henehan	
	Conservation Commission
	Recreation Commission
	Board of Finance
Paula Luna	
*back up to Senior Services Commission	Library Commission
	Youth Advisory Board
Al Waters	
	Senior Services Commission (Al is liaison, Paula is back-up and should receive copies of all agendas)
	Farmland Preservation Committee
	Economic Development Commission (Al is liaison, James is back-up and should receive copies of all agendas)
	Historical Society

MOTION made by P. Luna and **SECONDED** by B. Bonneau to accept the Mayor's liaison appointments.
All in favor.

2. Boards and Commission Appointments

a. Library Commission, Patricia S. Branciforte (D), regular member for a term expiring February 1, 2026 (See Attachment D for application).

MOTION made by P. Luna and **SECONDED** by A. Waters to appoint Patricia S. Branciforte to the Library Commission as a regular member for a term expiring February 1, 2026.

All in favor.

3. Youth Services Advisory Board

a. Barbara Mc Clane (D), regular member for a term expiring November 1, 2024 (See Attachment E for application).

MOTION made by P. Luna and **SECONDED** by A. Waters to appoint Barbara Mc Clane to the Youth Services Advisory Board as a regular member for a term expiring November 1, 2024.

All in favor.

4. Zoning Board of Appeals

a. Joseph R. Morin (D), alternate member for a term expiring November 1, 2025
(See Attachment F for application).

MOTION made by P. Luna and **SECONDED** by A. Waters to appoint Joseph R. Morin to the Zoning Board of Appeals as an alternate member for a term expiring November 1, 2025.

All in favor.

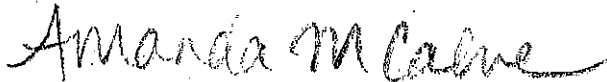
K. ADJOURNMENT

MOTION made P. Luna and **SECONDED** by S. Dabrowski to adjourn.

All in favor.

The meeting adjourned at 8:18 p.m.

Respectfully submitted,



Amanda M. Calve
Secretary



Town of Cromwell Office of the Mayor

Attachment A

MAYOR'S REPORT

Date: November 13, 2023
To: Members of the Town Council
From: James Demetriades, Mayor
Subject: Mayor's Report for 11/13/2023 Town Council Meeting

- Attended Ribbon Cutting for new Cromwell Business; Float 41
- Attended and spoke at the Veterans Day Ceremony at Cromwell Town Hall.
- Working with the Town Manager to set up department meetings with department heads to set up goals and objectives for each department.
- Discussed with the Middle School Building Committee setting up a presentation on the current status of the project for our next meeting.
- Will be meeting with the EDC chairperson next week to discuss a small business survey idea.
- Would like to schedule a special meeting prior to our next meeting as a public forum for community members to give feedback.
- Will be meeting with the Fire District in the coming weeks. Meeting TBD



CROMWELL CREATIVE DISTRICT

Town of Cromwell - Mayor's Office, Attn. Cromwell Creative District
41 West Street, Cromwell, CT 06416
www.cromwellcreativedistrict.org/ cromwellcreativedistrict@gmail.com

November 13, 2023

Good evening, Council Members and Town Manager,

On behalf of Cromwell Creative District (CCD), we wish to congratulate all the newly elected Council members. Katie Daigle, chair of CCD, wishes she could be here this evening but is attending a conference out of town.

For your awareness, CCD's mission statement reads as follows:

Cromwell Creative District, encompassing the area from Riverfront to Downtown Main Street, promotes economic vitality by celebrating our vibrant history, bolstering our current resources and revealing opportunities for future growth through creative programs, tours, and special events.

To clarify: Cromwell Creative District and our sister organization Cromwell Arts Alliance are two separate nonprofits, and both organizations have been fully supported since their inception by the Mayors of the Town Council and Council members. As nonprofits, both organizations are nonpartisan. We request and look forward to this Council's continued encouragement of our endeavors.

The previous Council approved a three-year timeframe to raise money for CCD to rehab, on behalf of all Cromwell nonprofits, as well as DEI and LGBTQ committees, the currently vacant garage adjacent to the Police Station. There is a donation of \$350,000.00 offered to help with this project and a year and half remaining on that time frame. These groups work collaboratively for the benefit of Cromwell residents and business and could provide more if there were a place to meet and hold events for up to 100 participants. Plans have already been created. Now, we continue to raise the required funds through grants and fundraising events.

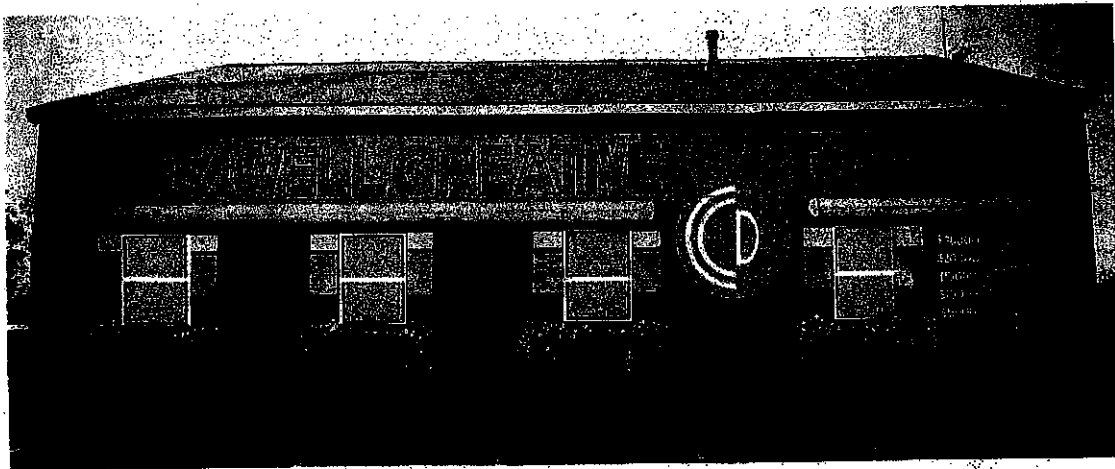
Thank you for your consideration.

Rethink How You See Cromwell

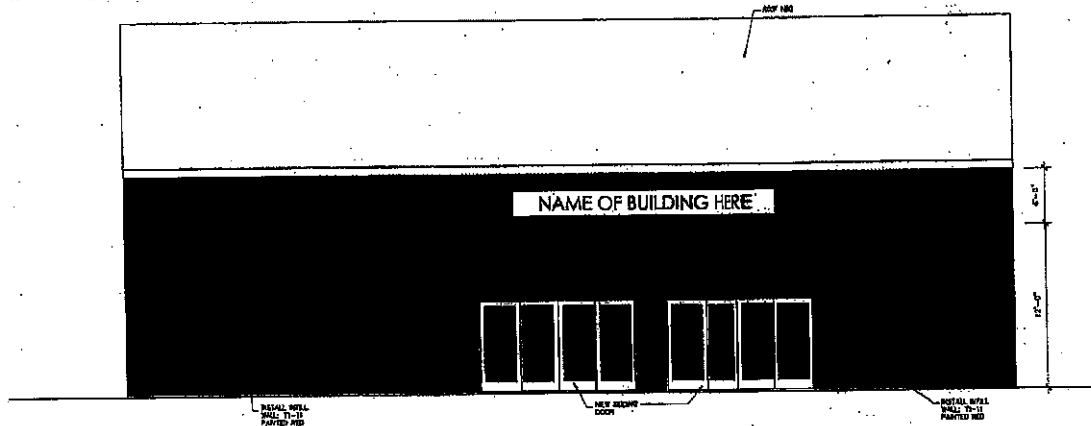
Cromwell Creative District is a registered 501(c)3 nonprofit organization



CROMWELL CREATIVE DISTRICT

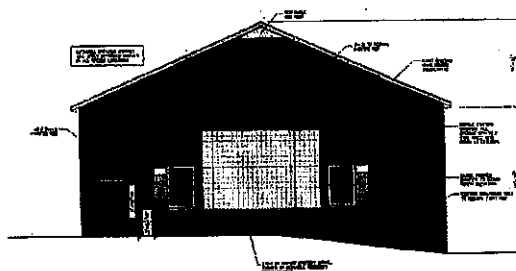


North side existing and to remain



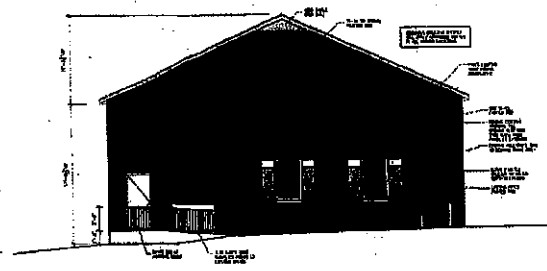
1 SOUTH ELEVATION
A2.1

Proposed south side with two 12 foot sliders



2 EAST ELEVATION
A2.2

Proposed east end with mystery mural



3 WEST ELEVATION
A2.3

Proposed west end with ADA access

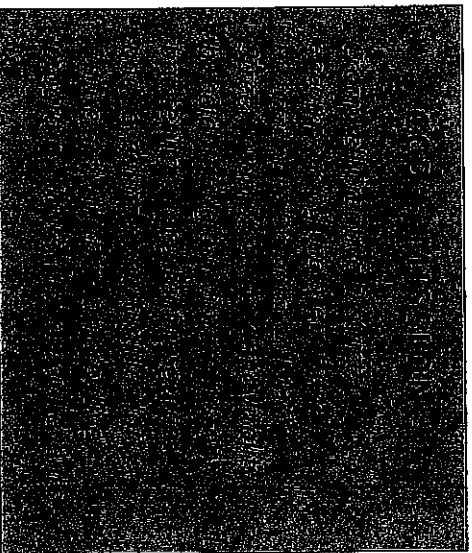
turn over for plan view of proposed interior



RETHINK HOW YOU SEE CROMWELL

WHAT IS A CREATIVE DISTRICT?

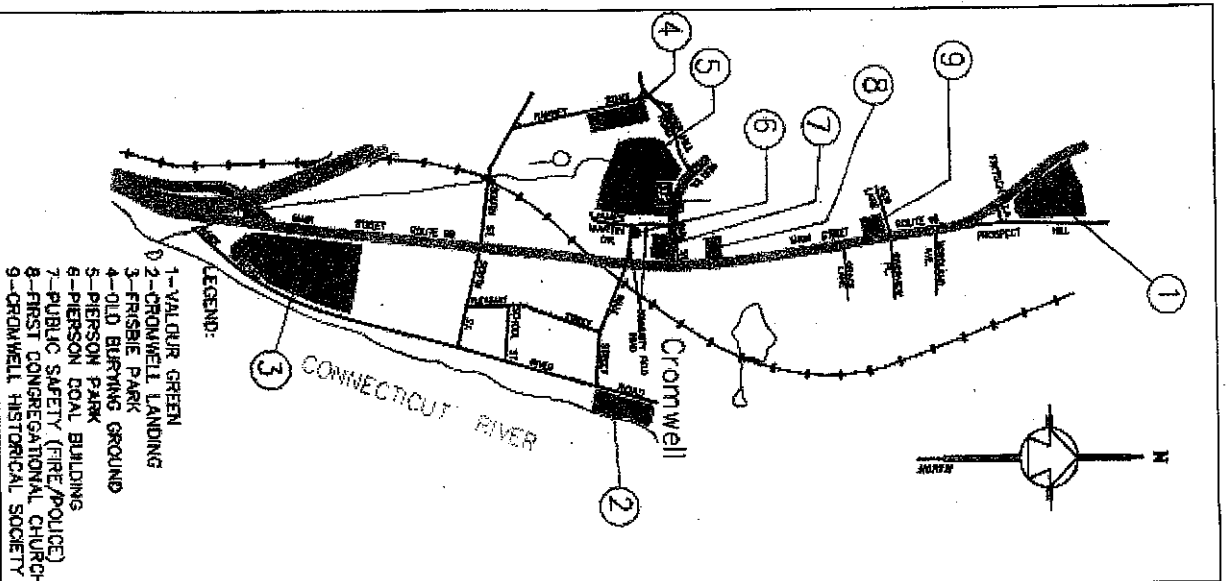
Creative Districts were developed by the National Endowment for the Arts (NEA) in order to renew blighted urban areas and forgotten Main Streets. History has shown that artists and creators bring vitality into areas where they work and live.



GOALS

- Promote downtown Cromwell and help in the improvement of economic vitality
- Engage the community through cultural and artistic activities
- Help beautify the area to attract businesses, visitors, and residents with the eye to improving the community's image
- Create spaces for all levels of artistic or creative people to come together as a community and create lasting relationships
- Help artists by connecting them to resources, telling their stories, and promoting their art form
- Celebrate Cromwell and its rich historical and artistic side

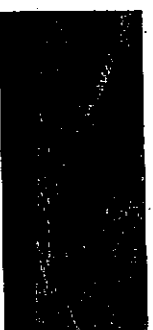
CROMWELL CREATIVE DISTRICT MAP



CCD PROJECTS

MURALS

Local artists and volunteers design and install murals throughout the District.



International Muralist ARCY creates for Main St.



North Side of Pierson Coal Building (Sewer Garage)

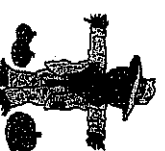
HISTORIC HOUSE AUDIO TOUR

Take a walk down memory lane. Visit Downtown Cromwell and the surrounding area while listening to an audio tour that extolls our rich history and architecture.



COFFEEHOUSE

Local artists and performers of many genres are invited to showcase their work in this annual event.



SCARECROW SEARCH

Businesses #intheDistrict together with CCD create scarecrows to promote their services. Residents and visitors are invited to participate in the search, which includes various creative activities providing fun for families and friends while invigorating awareness.

GET INVOLVED

If you wish to volunteer or become a member, contact us! We meet the 3rd Saturday of each month at 9:00a.m. If you cannot become a member, we also invite you to donate, volunteer, or attend an upcoming event.

Every little bit helps!!

To become a member or sign up for our newsletter, email or visit our website:
cromwellcreativedistrict@gmail.com
www.cromwellcreativedistrict.org

Don't forget to follow us on social media.



Cromwell Creative District

CONTACT INFORMATION

First Name: _____
 Last Name: _____
 Agency/ Org. _____
 Address: _____
 City: _____
 State, Zip: _____
 Phone No. _____
 E-mail: _____

Subscribe to CCD newsletter ☐
 Add me to the Friends list ☐

DONATIONS

All donations are tax-free and no matter the size, will help provide programs and activities for the entire community while improving cultural awareness.

We thank you for your support.

Choosing a level of sponsorship is a great way to increase your business exposure while celebrating Cromwell's creativity.

All proceeds benefit Cromwell.

CONTRIBUTION INFORMATION

Check	Description	Amount
<input type="checkbox"/>	Founding Partner	\$1,000
<input type="checkbox"/>	Patron	\$350
<input type="checkbox"/>	Supporter	\$100
<input type="checkbox"/>	Other	_____

Donations are tax deductible

PAYMENT INFORMATION

Check Payable to Cromwell Creative District
 Town of Cromwell – Mayor's Office
 ATTN: Cromwell Creative District
 41 West Street, Cromwell, CT 06416

Memo

To: Anthony Salvatore, Town Manager
From: Stuart B. Popper, AICP
Director of Planning and Development
Date: November 13, 2023
Re: Electric Chargers Fee Questions and Answers

1. What Resources were used to research. When. Was the resource a website, a phone call, meeting attended.

The research was done during the first week of November 2023. The first phase of my research was a review of the existing charging stations in Connecticut municipalities.

I used an online website called ChargeHub. ChargeHub was launched in 2012 as a special project of Mogile Technologies to help electric car drivers find public charging stations in the United States and in Canada.

2. What communities were benchmarked against?

Using ChargeHub I was able to find which municipalities currently have charging stations, the number of charging stations and the cost for charging. Currently forty-three (43) of Connecticut's one hundred sixty-nine, (169) municipalities have EV charging units.

Twenty-nine (29) of the municipalities do not charge for use of the EV chargers. The costs for three of the municipalities was unknown and nine municipalities charge for the use of the EV chargers.

Branford, Deep River, Guilford, Hebron, Mansfield, Meriden, Old Saybrook, Putnam and Waterbury all charge for the use of the EV chargers. These towns charge from \$0.16 cents to \$0.45 cents per kwh, based upon their cost and cover charges.

3. Was usage at other communities also evaluated? What is Cromwell's anticipated usage and based on the 16-20 cents above kw, what are the projected earnings?

Usage at other communities was not evaluated. We have no idea of Cromwell's anticipated usage and projected earnings. Cromwell's estimated cost and cover charges will be \$0.345 per kwh.

4. How often will the rates be reviewed and earnings on such collections be reported out?

Staff recommends that rates and earnings be reviewed quarterly.



Attachment D

Town of Cromwell Board & Commission Application Form

Name: Patricia S. Branciforte

Address: (Home) 8 Diane Drive

Telephone: (860) 635-1577 (Cell) (860) 301-4895

E-mail Address: patnmi12913@gmail.com Occupation: Retired

If you are not currently a registered voter in Cromwell, please register in the Town Clerk's office to serve on a board or commission. If you are registered, please check off your party affiliation below. Thank you.

Party affiliation:

☒ Democrat☐ Republican☐ Unaffiliated

Board or Commission of Interest: Library Commission

Briefly explain your reasons for being interested in serving your town in this capacity and note the qualifications you have which you think will be an asset to this Board or Commission

My husband and I are frequent patrons of the library and I would like to see the library grow and flourish. As Director of Member Services for 7 years at the Greater Hartford Assoc. of REALTORS, I know how important it is to provide services and keep, in this case, our patrons happy.

Please include three (3) References with your application.

Name

Address

Phone Number

Kathy Newton

1 Elm Rd., Cromwell

(860) 573-8908 cell

Marie Roberto

101 West St., Cromwell

(860)

Matt Blanchette

27 Meadow Rd., Cromwell

(203) 910-9679

h,
(860) 635-4316

Signature: Patricia S. Branciforte

Date: 10/23/23

Thank you for taking the time to fill out this application. Volunteers play a vital role in the Cromwell government and we appreciate your interest. Upon completing your application please forward to the Mayor's Office, 41 West Street, Cromwell, CT 06430.



Town of Cromwell Board & Commission Application Form

Name: Barbara McClane
 Address: (Home) 17 Hemlock Court, Cromwell, CT 06416
 Telephone: 860 983-0634
 E-mail Address: barbmcclane@gmail.com Occupation: Author, Facilitator (workshop) Professional Photographer

If you are not currently a registered voter in Cromwell, please register in the Town Clerk's office to serve on a board or commission. If you are registered, please check off your party affiliation below. Thank you.

Party affiliation: ☒ Democrat ☐ Republican ☐ Unaffiliated

Board or Commission of Interest: YAB

Briefly explain your reasons for being interested in serving your town in this capacity and note the qualifications you have which you think will be an asset to this Board or Commission.

Nothing involved in my community with the
Youtns has become necessary to help build
and make an impact on their mindset

Please include three (3) References with your application.

Name	Address	Phone Number
NZina Hutchings	22 Westview Drive Enfield, CT	860 597-4353
NASIRA Murray	West Haven, CT	203 809-1342
Kelly McClap	17 Hemlock Court	860 816-8154

Signature: Barbara McClane Date: 10/18/23

Thank you for taking the time to fill out this application. Volunteers play a vital role in the Cromwell government and we appreciate your interest. Upon completing your application please forward to the Mayor's Office, 41 West Street, Cromwell, CT 06416.



Town of Cromwell Board & Commission Application Form

Name: Joseph R. Marin
 Address (Home): 8 West St. Terrace
 Telephone: 860-965-8581
 E-mail Address: Joseph.Marin@CromwellCT.org Occupation: Retired

If you are not currently a registered voter in Cromwell, please register in the Town Clerk's office to serve on a board or commission. If you are registered, please check off your party affiliation below. Thank you.

Party affiliation: ☒ Democrat ☐ Republican ☐ Unaffiliated

Board or Commission of Interest: ZONING BD OF APPEALS - ALT. DEM.

Briefly explain your reasons for being interested in serving your town in this capacity and note the qualifications you have which you think will be an asset to this Board or Commission.

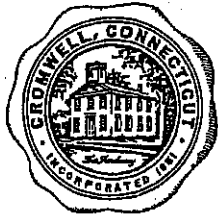
LIKE TO FILL ALTERNATE VACANCY SINCE 2021
I have served as former chairman on this board
and several terms as well as Inland Wetland
and was first chair of Conservation Comm.

Please include three (3) References with your application.

Name	Address	Phone Number
Edwin Maloy		860 558 3049
Jennifer LeBarre		860 906 7478
Dan DeLise		

Signature: Joseph R. Marin Date: 11-9-2023

Thank you for taking the time to fill out this application. Volunteers play a vital role in the Cromwell government and we appreciate your interest. Upon completing your application please forward to the Mayor's Office, 41 West Street, Cromwell, CT 06416.



Town of Cromwell

Office of the Town Clerk

Nathaniel White Building
41 West St.
Cromwell, CT 06416

Phone: (860) 632-3440

Fax: (860) 632-3425

November 20, 2023

To: Mayor James Demetriades
Town Council Members

From: JoAnn Doyle, Town Clerk/Registrar of Vital Records

Re: Appointment of Sub-Registrars

I am writing to request the reappointment of the two current sub-registrar funeral homes, per Connecticut General Statute 7-65(b), Jay Doolittle from Cromwell Funeral Home and Louis Sarno from D'Angelo's Funeral Home.

This appointment allows them to issue removal, transit, burial and cremation permits for any deaths that occur in Cromwell during the hours in which the Town Clerk's office is closed. The appointment term is from January 1, 2024 through December 31, 2025.

I have attached the statute for further information. Please feel free to contact me with any questions.

Thank you,

Sec. 7-65. Removal, transit and burial permit. Subregistrars. (a) The embalmer or funeral director licensed by the department, or licensed in a state having a reciprocal agreement on file with the department and complying with the terms of such agreement, who assumes custody of a dead body shall obtain a removal, transit and burial permit from the registrar of the town in which the death occurred or the town in which the embalmer or funeral director maintains a place of business not later than five calendar days after death, and prior to final disposition or removal of the body from the state. The embalmer or funeral director who assumes custody and control of the body and obtains a removal, transit and burial permit from the registrar of the town in which the embalmer or funeral director maintains a place of business shall be obligated to file the death certificate, in accordance with the provisions of section 7-62b, in person, through an electronic registry system or by certified mail, return receipt requested. The removal, transit and burial permit shall specify the place of burial or other place of interment and state that the death certificate and any other certificate required by law have been returned and recorded.

(b) A local registrar shall appoint not less than two suitable persons as subregistrars, who shall be authorized to issue removal, transit and burial permits and cremation permits for any death that occurs in such registrar's town, during the hours in which the office of the registrar of vital records is closed. The appointment of subregistrars shall be made in writing, with the approval of the selectmen of such town, and shall be made with reference to locality, to best accommodate the inhabitants of the town. Such subregistrars shall be sworn, and their term of office shall not extend beyond the term of office of the appointing registrar. The names of such subregistrars shall be reported to the Department of Public Health. The Chief Medical Examiner, Deputy Chief Medical Examiner and associate medical examiners shall be considered subregistrars of any town in which death occurs for the sole purpose of issuing removal, transit and burial permits.

(c) A subregistrar shall issue a removal, transit and burial permit upon receipt of a completed death certificate as provided in section 7-62b. A subregistrar shall forward any such certificate upon which a removal, transit and burial permit is issued to the registrar of the town where the death occurred, not later than seven days after receiving such certificate.

(d) The fee for such removal, transit and burial permit shall be paid to the town issuing the removal, transit and burial permit.

(1949 Rev., S. 587; 1961, P.A. 315; 1971, P.A. 27; P.A. 73-26; P.A. 77-614, S. 323, 610; P.A. 79-47, S. 3; 79-434, S. 9; P.A. 93-381, S. 9, 39; P.A. 95-184, S. 3; 95-257, S. 12, 21, 58; P.A. 04-255, S. 7; P.A. 07-104, S. 1; P.A. 09-232, S. 8.)

History: 1961 act provided for appointment of additional subregistrars to accommodate governmental institutions; 1971 act deleted provision limiting subregistrars to two and provision, made obsolete thereby, for special appointments exceeding the limit; P.A. 73-26 added provisions concerning consideration of chief medical examiner as subregistrar and payment of burial and removal permits; P.A. 77-614 substituted department of health services for department of health, effective January 1, 1979; P.A. 79-47 provided for consideration of deputy chief medical examiner and associate medical examiners as subregistrars; P.A. 79-434 replaced specific reference to funeral director's certificate with "any other certificate"; P.A. 93-381 replaced department of health services with department of public health and addiction services, effective July 1, 1993; P.A. 95-184 required burial permit specification to be by section, lot, grave or other place of interment; P.A. 95-257 replaced Commissioner and Department of Public Health and Addiction Services with Commissioner and Department of Public Health, effective July 1, 1995; P.A. 04-255 replaced provision requiring burial

permit with provision specifying that embalmer or funeral director shall obtain a burial transit removal permit and made conforming changes; P.A. 07-104 substituted "removal, transit and burial permit" for "burial transit removal permit" and made embalmer or funeral director assuming custody and control of body and obtaining such permit from registrar of town in which the embalmer or funeral director maintains a place of business responsible for filing death certificate in person, electronically or by mail, effective July 1, 2007; P.A. 09-232 divided existing provisions into Subsecs. (a), (b) and (d), made a technical change in Subsec. (a), amended Subsec. (b) by requiring local registrar to appoint not less than 2 persons as subregistrars, by authorizing subregistrars to issue cremation permits and by making conforming and technical changes, and added new Subsec. (c) re duties of subregistrars.

See Secs. 19a-323 and 19a-324 re procedure for issuance of cremation certificates.

Subregistrars

The registrar of vital records shall appoint at least two subregistrars for the purposes of issuing burial and cremation permits. Such subregistrars are authorized to issue burial and cremation permits for deaths occurring in the town for which they are appointed, during the hours in which the office of the registrar of vital records is closed. The appointment shall be for the term of the registrar, shall be in writing and with the approval of the selectmen. The chief medical examiner, deputy chief medical examiner and associate medical examiners shall be considered subregistrars of any town in which death occurs, for the sole purpose of issuing burial permits. Subregistrars may not issue disinterment permits. It is required that the appointments of sub-registrars be reported to the Department of Public Health, Vital Records Section. (§ 7-65).