

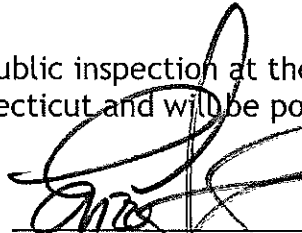
RECEIVED FOR RECORD
Mar 06, 2019 09:44A
JOAN AHLQUIST *ja*
TOWN CLERK
CROMWELL, CT

TOWN OF CROMWELL
LEGAL NOTICE
PUBLIC HEARING

The Town Council of the Town of Cromwell, Connecticut will hold a Public Hearing on Wednesday, March 13, 2019 at 6:45 p.m. in Room 224/5 of the Cromwell Town Hall, 41 West Street, Cromwell, CT regarding:

Amending the Code of the Town of Cromwell by updating Food Service Establishments, §137.

Copies of the above are available for public inspection at the office of the Town Clerk, 41 West Street, Cromwell, Connecticut and will be posted on-line at www.cromwellct.com.



Enzo Faienza, Mayor
For the Cromwell Town Council

Chapter 137. Food Establishments

[HISTORY: Adopted by the Town Council of the Town of Cromwell 4-6-2016.[1] Amendments noted where applicable.]

CHARTER REVISION

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

GENERAL REFERENCES

Alcoholic beverages — See Ch. 76.

Civil emergencies — See Ch. 110.

Health standards — See Ch. 146.

Peddling and soliciting — See Ch. 178.

Sanitation — See Ch. 189.

Zoning — See Ch. 236.

Farmers' markets — See Ch. 179

[1]

Editor's Note: This ordinance also superseded former Ch. 137, Food Establishments, adopted BOS 9-9-1980, as amended.

§ 137-1. Definitions.

As used in this chapter, the following terms shall have the meanings indicated:

CERTIFIED AGENT

One who has been certified by the State of Connecticut as a food service establishment inspector.

DIRECTOR OF HEALTH

The Director of Health for the Town of Cromwell or the Registered Sanitarian, who is his authorized agent, who shall enforce this chapter.

FARMERS' MARKET

As defined in Chapter 179: An approved, formally organized and regularly scheduled event for the sale of local food produce and products in a common marketplace which is certified and operated under the general guidelines and auspices of the State Department of Agriculture.

FOOD

Any raw, cooked or processed edible substance, beverage or ingredient, including ice, used or intended for use, in whole or in part, for human consumption.

FOOD CLASSES

As defined by the State of Connecticut Public Health Code and Regulations in accordance with Connecticut General Statutes, § 19a-36g as amended.

A.

~~Class I is a food service establishment with commercially packaged foods and/or hot or cold beverages only. No preparation, cooking or hot holding of potentially hazardous foods is included except that commercially packaged precooked foods may be heated and served in the original package within four hours.~~

B.

~~Class II is a food service establishment using cold or ready-to-eat commercially processed food requiring no further heat treatment and/or hot or cold beverages. No cooking, heating or~~

~~hot holding of potentially hazardous foods is included, except that commercially packaged precooked foods may be heated and served in the original package within four hours, and commercially precooked hot dogs, kielbasa and soup may be heated if transferred directly out of the original package and served within four hours.~~

C.

~~Class III is a food service establishment having on the premises exposed potentially hazardous foods that are prepared by hot processes and consumed by the public within four hours of preparation.~~

D.

~~Class IV is a food service establishment having on the premises exposed potentially hazardous foods that are prepared by hot processes and held for more than four hours prior to consumption by the public.~~

FOOD ESTABLISHMENT

Any vehicle or place where food or beverage intended for human consumption is manufactured, prepared, stored, offered for sale, sold, served or given to the public or nonmembers, including farmers' markets. For purposes of clarification, nothing in this chapter shall include any religious ceremony, functions at private homes or affairs in establishments which cater exclusively to members and their guests.

FOOD VENDING MACHINE

A device automatically operated to supply food without the direct supervision of a human being.

ITINERANT FOOD ESTABLISHMENTS

Commercial food vendors preparing and selling food from a truck, trailer, tent or other movable venue.

§ 137-2. License required; conditions of license; posting required.

It shall be unlawful for any person to operate a food establishment within the Town of Cromwell without possessing a valid license or a written determination from the Director of Health that no license is required. Only a person who complies with the requirements of the Public Health Code of the State of Connecticut shall be entitled to receive and retain such a license. Licenses shall not be transferred from one person to another person or from one location to another. Unless a different timeline is provided for in the license, all licenses shall expire on June 30 of each year. The owner or proprietor of a food establishment or a food vending machine shall keep a valid license posted in a conspicuous public location visible to the patrons of the establishment, protected against defacement or damage at all times.

§ 137-3. Exemptions.

Residents of the Town of Cromwell offering fresh fruits and vegetables grown on and sold from their own property shall be exempt from this chapter.

§ 137-4. Application procedure; fees.

A.

Any person desiring to operate a food establishment (including participation in a farmers' market) shall make application to the Director of Health. Such application shall be made at the time of submission of an application to any other Town agency if such an application is required for the planned activity or use or at least five days prior to the intended opening or change of ownership of such an establishment. The application

shall be on a form provided by the Department of Health, and it shall be within the Director's discretion to determine whether a license and/or plan review fee is required.

B.

Plan review fee. There shall be a nonrefundable application fee of \$100 payable at the time of application, unless exempt. Proposed food establishments that are exempt from a plan review fee include:

(1)

Farms and gardeners of the Town of Cromwell selling homegrown produce, homemade prepared foods and samples at a farmers' market.

(2)

Cromwell-licensed food establishments intending to participate in a farmers' market.

(3)

Charitable, philanthropic, ecclesiastical and civic organizations regularly organized and/or functioning in the Town.

C.

Such application form shall require, at a minimum:

(1)

The name, post office address and telephone number of the owner, owners or partners who shall be considered the applicant. The same information must be provided for the manager, who shall be responsible for the day-to-day operation of the establishment.

(2)

The location, type of proposed food operation that is intended and relevant plans for the construction and operation of the establishment.

(3)

The signature of the applicant and the application fee, if applicable.

(4)

Any other information deemed required by the Director of Health.

§ 137-5. License procedure; fees; renewal.

A.

It shall be within the discretion of the Director of Health to determine whether a license is required and the appropriate licensing fee in accordance with the following license fee schedule.

B.

License fee schedule. License fees shall be paid as follows:

(1)

Food establishment fees per class, including itinerant vendors:

(a)

Class I: \$100.

(b)

Class II: ~~\$125.~~ \$150.

(c)

Class III: ~~\$150.~~ \$200.

(d)

Class IV: \$200.

(e)

Temporary license, seven days or less: \$50.

(f)

For all food vending machines owned by one vendor at one location: \$10.

(g)

Food service plan review for extensive remodeling: \$50.

(h)

Public schools, nonprofit charitable and religious organizations and civic groups: no fee.

(i)

Local produce sold directly from a commercial garden or farm: no fee

(j)

Farms with a valid food establishment license issued by another health district or municipality: no fee.

(k)

Food establishments already holding a valid food establishment license from the Town of Cromwell: no fee.

(l)

Itinerant food establishments: an amount equal to the fee for that food establishment class.

(2)

Where there has been a failure to file the required application within the five-day period specified and the establishment has commenced and/or continued to operate without the required approval or license, there shall be a penalty which shall be added to and collected with all the other fees required. The penalty shall be 50% of the fees required, if any, or \$10, whichever is greater, for every seven calendar days or part thereof during which the establishment shall have operated without an appropriate approval or license from the Director of Health. This penalty shall be doubled for every additional week or part thereof during which operation of the establishment unlawfully continues. The imposition or payment of this penalty shall not be deemed to excuse the operation of a food establishment without the required approval or license or to prevent the imposition of any other penalty prescribed by this chapter or other provision of law.

(3)

Renewal of license. The holder of a valid food establishment license may submit an application, amended with the current date, if necessary, 30 days prior to the expiration of the current license. The license holder has the obligation to initiate the renewal request.

(4)

Duties of Director of Health in issuing license. After submission of a completed application and after investigation, the Director of Health shall determine whether a license is required and issue that license if the food establishment conforms to the requirements of this chapter and the regulations of the appropriate state agencies that are incorporated into this chapter. If the Director of Health finds that the establishment is incomplete or fails to meet these requirements or if the establishment does not comply with other municipal codes or regulations, the license may, at the discretion of the Director of Health, be either denied without prejudice, or action may be suspended for a stated period not to exceed 30 days for such compliance to be accomplished.

§ 137-6. Inspection; procedure upon discovery of violations.

A.

The Director of Health or his certified agent shall inspect and reinspect each food establishment within the Town of Cromwell as is necessary for the enforcement of this chapter.

B.

After proper identification, the Director of Health or his certified agent shall be permitted to enter at any reasonable time any food establishment, licensed or not, for the purpose of determining compliance with this chapter. Inspections necessary after business hours shall be allowed upon reasonable notice to the license holder or manager.

C.

The Director of Health or his certified agent shall be permitted to examine all areas of the food establishment and its surroundings and all employment and business records of the establishment to obtain pertinent information pertaining to the equipment, food and supplies purchased, received and used as well as the health and hygiene of the persons employed.

D.

The Director of Health or his certified agent may condemn, upon immediate notice, foods, foodstuffs and other related substances which have been subjected to fire, smoke, flooding, loss of refrigeration or other gross mistreatment. The Director of Health or his certified agent shall make an itemized list of such destroyed items to be kept as a record, a copy of which shall be made available to the license holder upon request.

E.

The Director of Health or his certified agent may, without prior written notice, obtain a sample and/or place a hold order upon any food, foodstuff or substance which he has determined or has probable cause to believe unwholesome, deteriorated, adulterated or otherwise potentially unsafe for consumption or use.

F.

The Director of Health or his certified agent will confirm such action with written notice to the license holder by means of an inspection report or notice of violation.

G.

Under a hold order such foods or other substances shall be suitably stored to maintain the conditions as originally found so long as adequate safeguards can be maintained against the removal or misuse of the items in question. No foodstuffs or the containers thereof shall be relabeled, repacked, reprocessed, altered or disposed of or used without the written permission of the Director of Health.

§ 137-7. Notice of violation; reinspection.

A.

Whenever the Director of Health or his certified agent makes an inspection and finds a violation of the Public Health Code or of this chapter, he shall make notice of such violation by means of an inspection report or other written notice. In any such notice of violation, there shall be stated:

(1)

The specific violation.

(2)

A definite and reasonable time for its correction, considering the duration of the operation of the food establishment, the hazard to the public and the complexity of the correction.

(3)

The consequence of failure to correct the violation.

(4)

A statement that an opportunity for an administrative hearing before the Department of Public Health can be requested to contest the notice of the violation or hold order if such a written request is submitted by the license holder to the Department of Public Health within three business days of the first knowledge of the notice, either written or oral.

B.

Whenever a reinspection is made subsequent to an initial inspection which resulted in the issuance of a notice of violation and the investigator finds that the violation(s) has not been corrected, an inspection fee of \$75 shall be paid and collected for each such reinspection required.

C.

The imposition of this fee or its payment shall not be deemed to excuse any violation found pursuant to this chapter or to prevent the imposition of any penalty prescribed by this chapter or other provision of law.

§ 137-8. Suspension of license.

A.

A license may be temporarily suspended by the Director of Health upon violation by the food establishment or its operators of any requirement of this chapter, for any condition that is deemed by the Director of Health to be an imminent health hazard, for serious or repeated violations or for interference with the Director of Health or his certified agent in the performance of his duties.

B.

Notice of suspension of a license must be given orally, but must be followed within 18 hours by written notice or confirmation. Said written notice must contain the reasons for the action and shall direct the operators of the establishment to immediately discontinue all food service operations. Said notice shall also inform the license holder of his right to a hearing before the Commissioner of Health if written request for such hearing is submitted to the Department of Public Health within three days of the notice of suspension.

C.

Any person whose license has been suspended may make written request for a reinspection. Such request must contain a signed statement that the cited violations have been corrected. A reinspection shall be made within five days of receipt of such a request, and if the violations have been corrected, the license will be reinstated.

D.

Upon receipt of an order of suspension, the license holder shall post a copy of said order upon the inner surface of a glass panel facing outwards onto the public entity to the establishment so that the public may have notice of the suspension of the license to operate. Failure to post said copy or to remove the same shall be an assumption of full liability for any cause of action, public or private, based upon defiance of said order, and the license holder and those having notice of said order shall hold the Town of Cromwell blameless.

§ 137-9. Revocation of license.

A.

A food establishment license may be revoked by the Director of Health for refusal to comply with an order of suspension or the regulations of the Public Health Code or for repeated violations which demonstrate an inability to provide wholesome and hygienic foods to the public. A license can only be revoked after an opportunity for a hearing has been provided before the Department of Public Health. Notice of a revocation of a license shall provide at least 12 working days before the date of delivery of the notice and the date of its effect. Said notice will be in writing and signed by the Director of Health.

B.

In accordance with Connecticut General Statutes, § 12-146a, a food establishment license may be denied or revoked by the Director of Health for any premises for which personal property taxes due on such property, used in a business enterprise located on the premises for which such license for food establishment is sought, are delinquent, as follows:

(1)

Such taxes remain unpaid, in whole or in part, for one year past the date upon which such taxes were due; and

(2).

The total unpaid taxes, for the current and any prior tax period(s) combined, exceed 50% of the current annual taxes due for such business personal property used by the business seeking such license for food establishment.

C.

All other procedures for revocation shall be as described in § 137-9, except that any person aggrieved by the denial or revocation pursuant to the preceding Subsection B may appeal such decision as provided in this Subsection C. Hearings concerning any denial or revocation of any food establishment license hereunder shall be in accordance with Connecticut General Statutes, § 7-152c, as the same may be amended from time to time. The Town Manager shall appoint not more than two persons to serve as hearing officers. No such hearing officer shall be a police officer or employee or person who issues citations. The compensation of the hearing officers shall be set by the Town Council. In addition to the requirements of Connecticut General Statutes, § 7-152c, all hearings under this chapter shall conform to the requirements for fundamental fairness, rules of evidence, and other procedures required by law for administrative hearings involving the denial or revocation of licenses.

D.

Except for a revocation pursuant to Subsection B above, a license holder or establishment that has had its license revoked shall not be eligible for consideration of a new application for a food establishment license until 30 days have elapsed after the correction of all defects and violations noted in prior inspection reports and notices of violations.

§ 137-10. Communications; appeals.

A.

All communications to the license holder shall be properly delivered and served when a copy of the inspection report or other notice has been left with the operator of the establishment, or in the door if the establishment is closed, or has been personally delivered or mailed by certified mail to the license holder as specified by name and address on the current license application. The term "operator" shall include the senior employee on the premises at the time of delivery.

B.

Any person aggrieved by a regulation or by an action of the Director of Health shall have the right to a review by the superior of that party. If such a review is not forthcoming or is unsatisfactory, the aggrieved party can petition for an appeal before the Commissioner of Health.

§ 137-11. Standards; limitation on appeals.

A.

The Director of Health is authorized to establish requirements for food establishments and vending machines beyond those requirements currently in effect as the regulations of the Connecticut Department of Health and the Department of Consumer Protection, which are herein incorporated into this chapter.

B.

The right to appeal is limited to 20 days after the enactment of the regulation.

§ 137-12. Submission of plans of new or renovated structures.

A.

When food establishments are hereafter constructed, renovated or remodeled, or when existing structures are to be converted for use as a food establishment, or when a change is to be made in the menu requiring a change in equipment or operation of an existing food establishment, such intentions shall require the submission of

detailed plans to the Director of Health prior to the obtaining of any other required permits and prior to the start of alterations.

B.

Such plans shall show the layout, construction materials, arrangement of work and storage areas, the location, size and type of fixed equipment and facilities. The menu, service expectations and any other information necessary to evaluate the proposed construction or alteration may be required for submission and evaluation.

§ 137-13. Violations and penalties.

Any person who shall violate any provision of this chapter shall, in addition to any other penalties or fees provided herein, be subject to a fine of not less than \$50 nor more than \$200 and/or imprisonment for up to 30 days for each day that an offense continues between the date of notice of violation and the date of correction, as known by reinspection or the date of disposition by a court of competent jurisdiction.

§ 137-14. Suspension of provisions.

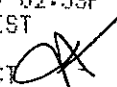
During emergencies and disasters, the provisions of this chapter may be waived.

§ 137-15. Failure of Town to act on applications for temporary licenses.

If an application for a temporary license is submitted and not acted upon within 10 days, then the intended opening and operation of such establishment shall not be delayed by the Town.

**TOWN OF CROMWELL
TOWN COUNCIL MEETING
WEDNESDAY, MARCH 13, 2019
7:00 P.M. TOWN HALL COUNCIL CHAMBERS**

Amended **AGENDA**

RECEIVED FOR RECORD
Mar 08, 2019 02:53P
JOAN AHLQUIST
TOWN CLERK
CROMWELL, CT 

- A. CALL TO ORDER**
- B. PLEDGE OF ALLEGIANCE**
- C. APPROVAL OF AGENDA**
- D. NEW BUSINESS**
 - 1. Discussion and possible action to approve Tax Abatement for 40 Commerce Drive.
 - 2. Discussion and action, Town of Cromwell Sewer Line Easement Removal, 38R Timber Hill Road.
 - 3. Grievances - NIPSEU (to be voted on separately)
 - a. Sgt. Ryan Bengtson
 - b. Officer Pam Young
 - 4. Discussion and possible action to approve updating Food Service Establishments Chapter 137.
- E. COMMISSION CHAIRMAN REPORTS/LIASON REPORT/STAFF REPORTS**
 - 1. EDC Report for March 2019
- F. CITIZEN COMMENTS**
- G. MAYOR'S UPDATE**
- H. TOWN MANAGER'S UPDATE**
- I. CHIEF OF POLICE'S UPDATE**
- J. PUBLIC WORK'S DIRECTOR UPDATE**
- K. FINANCE DIRECTOR'S UPDATE**
 - 1. Budget Reports
- L. FINANCIAL**
 - 1. Tax Refunds
 - 2. Discussion and action to approve Other Fund Budgets for FY 2019/20.
 - a. Dog Fund - \$24,024

- b. Sidewalk Fund - \$7,500
- 3. Authorize the Mayor to set the date/time for a special town meeting for all four special revenue funds (Dog License Fund, Sidewalk Fund, Sewer Usage Fund and Sewer Assessment Fund).
- 4. Discussion and action on any unfinished 2019-20 budget matters.

M. APPROVAL OF MINUTES

- 1. Regular Meeting, February 13, 2019
- 2. Special Meeting, Budget Workshop, March 4, 2019

N. COUNCIL LIAISON REPORTS

O. ADJOURN

Rules for Citizen Comments

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

To: Anthony Salvatore, Town Manager
From: Stuart B. Popper, Director of Planning and Development
Date: March 6, 2019
Re: Request for Tax Abatement for 40 Commerce Drive

Background Information:

The Town of Cromwell Planning and Zoning Commission at its December 18, 2018 approved with conditions: Application # 18-80: Request for Site Plan Approval to construct new 11,925 +/- square foot building at 40 Commerce Drive. RDB Properties, LLC is the Applicant and CG Holdings II LLC is the Owner.

The Town of Cromwell Economic Development Commission (EDC) at its December 19, 2018 meeting approved the request for a tax abatement program for 40 Commerce Drive. Please note the cost of the 11,925 +/- square foot building at 40 Commerce Drive is estimated to be \$825,000. The EDC recommended the maximum amount allowed under the State Statute as noted below. The maximum amount calls: 100% abatement during years 1 and 2.

I will present staff comments on the requested tax abatement from the Director of Finance and the Town Assessor at the Town Council meeting.

Connecticut General Statutes Sec. 12-65h. Agreements between municipality and owner or lessee of real property or air space containing a manufacturing facility or a wholesale and retail business fixing the assessment of personal property. Any municipality may, by affirmative vote of its legislative body, enter into a written agreement with any party owning or proposing to acquire an interest in real property in such municipality, or with any party owning or proposing to acquire an interest in air space in such municipality, or with any party who is the lessee of, or who proposes to be the lessee of, air space in such municipality in such a manner that the air space leased or proposed to be leased shall be assessed to the lessee pursuant to section 12-64, upon which is located or proposed to be located a manufacturing facility, as defined in subdivision (72) of section 12-81, or a wholesale and retail business, as defined in subdivision (54) of section 12-81, fixing the assessment of the personal property located in the facility that is the subject of the agreement, (1) for a period of not more than seven years, provided the increase in the assessed value of such personal property in such facility or wholesale and retail business is not less than three million dollars, (2) for a period of not more than two years, provided the increase in the assessed value of such personal property in such facility or wholesale and retail business is not less than five hundred thousand dollars, or (3) to the extent of not more than fifty per cent of such increased assessment, for a period of not more than three years, provided the increase in the assessed value of such personal property in such facility or wholesale and retail business is not less than twenty-five thousand dollars.

MEMO

To: Town Council

From: Richard Peck, Sewer Administrator *R Peck*

CC: CWPCA

Date: March 7, 2019

Re: 38R Timber Hill Road – Town of Cromwell Sewer Line Easement Removal

John DiMauro of 38R Timber Hill Road has asked the Town to remove a sewer line easement agreement created in 1971.

I have reviewed the sewer line easement established in 1971 that crosses the parcel of land know as 38R Timber Hill Road and have determined that at the time it's intent was to connect sewers from Lincoln Street to Timber Hill Road. The current sewer lines have been constructed within the streets from Lincoln Street to Timber Hill and therefore the easement through such property is no longer required for potential development.

The existing sewers are appropriate and consistent with the Cromwell Sewer System Service Area Map Plan. CWPCA Chairman, Alice Kelly is in agreement sending this letter to the Town Council as no formal motion is required.

The Town Attorney advises having the Town Council quitclaim all rights to the sewer line easement back to the property owner(s) of 38R Timber Hill Road.

c. File

AP
3/7/19

To: Town Council
From: Stuart B. Popper, Economic Development Coordinator
Date: March 6, 2019
Re: Economic Development Coordinator Report for March 2019

1. **Ground Breakings and Grand Openings**
 - Covenant Village of Cromwell at 52 Missionary Road ground breaking event on Thursday February 21, 2019.
 - Gyro Love Restaurant at 136 Berlin Road grand opening event on Wednesday February 27, 2019.
2. **Business Visitations:**
 - We had a great business visitation at 9:00 am on Wednesday February 20, 2019 at the Adel brook facility.
 - We will be scheduling another visitation for the third week of March.
3. **Projects Expected to Begin Construction in the Spring of 2019:**
 - The new access drive, 54 living units and dining, meeting and recreational facilities at 52 Missionary Road (Covenant Village);
 - The 125 room, Marriott Springhill Suites Hotel at 76 Berlin Road;
 - The NIC 11,925 +/- square foot office and manufacturing building at 40 Commerce Drive (please note this is the last vacant lot on the street) and
 - The Starbucks at 136 Berlin Road.
4. **Applications approved at the March 5, 2019 Planning and Zoning Commission Meetings:**
 - Application #19-04: Request for a Special Permit under Section 5.3.B.2 of the Zoning Regulations to install new electronic price signs at the Mobile Station at 176 West Street. Ready Imaging, Inc. is the Applicant and Global Montello Goup Corp is the Owner.
 - Application #19-06: Request for a Use Permit for Travelers Championship Golf Tournament at 100 Golf Club Road. Greater Hartford Community Foundation Inc. is the Applicant; Tournament Players Club of Connecticut Inc. is the Owner
5. **Applications pending before the March 19, 2019 Planning and Zoning Commission Meeting:**
 - Application #19-02: Request for Site Plan Approval for a new Restaurant at 200 West Street. Linh D. Trong and Linda Duong are the Applicants and the Owners.
 - Application #19-07: Request to Amend Section 7.5.B.1 of the Zoning Regulations Location Requirements and Limitations to permit the sale of beer at a retail outlet exceeding 50,000 square feet.
 - Application #19-11: Request for a Site Plan Modification to modify the approved parking layout at 76 Berlin Road. AVA Group is the Applicant and Cobblestone Associates, LLC is the Owner

TOWN OF CROMWELL, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2019 07

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001 TOWN MANAGER'S OFFICE	365,585	903	366,488	206,972.40	689.41	158,826.19	56.7%
002 TOWN CLERK'S OFFICE	211,541	2,526	214,067	114,062.15	19,728.11	80,276.74	62.5%
003 REGISTRAR OF VOTERS	71,423	1,064	72,487	53,010.74	1,546.16	17,930.10	75.3%
004 PLANNING COMMISSION	3,525	0	3,525	1,243.11	359.59	1,922.30	45.5%
005 ECONOMIC DEVELOPMENT	24,761	380	25,141	10,028.61	.00	15,112.39	39.9%
006 BOARD OF FINANCE	1,350	0	1,350	160.10	.00	1,189.90	11.9%
008 CHARTER REVISION COMM	2	0	2	.00	.00	2.00	.0%
009 BOARD OF ASSESSMENT APPEALS	1,700	0	1,700	375.90	.00	1,324.10	22.1%
010 ZONING BOARD OF APPEALS	1,235	0	1,235	545.61	85.36	604.03	51.1%
011 INLAND WETLANDS	2,300	0	2,300	1,555.18	70.00	674.82	70.7%
012 COMM. FOR DISABLED PEOPLE	100	0	100	.00	.00	100.00	.0%
013 DONATIONS AND DUES	48,860	0	48,860	37,801.00	10,500.00	559.00	98.9%
014 TOWN COUNCIL	38,155	0	38,155	31,232.97	5,250.00	1,652.03	95.7%
015 LEGAL EXPENSE	212,764	0	212,764	92,344.68	103,537.11	16,882.21	92.1%
016 CENTRAL SERVICES	140,300	0	140,300	81,573.52	44,687.51	14,038.97	90.0%
017 INSURANCE EXPENSE	606,340	0	606,340	406,315.21	124,644.67	75,380.12	87.6%
018 GENERAL EXPENSE	593,002	0	593,002	779,112.57	3,000.00	10,829.43	98.6%
019 DEVELOPER/PLANNER	127,220	200,000	130,157	76,211.46	220.00	53,725.54	58.7%
020 FINANCE DEPARTMENT	399,405	3,486	402,891	230,354.83	6,785.43	165,750.74	58.9%
021 TAX COLLECTOR	144,691	604	145,295	88,598.56	917.57	55,778.87	61.6%
022 ASSESSOR'S OFFICE	223,032	2,361	225,393	141,116.37	2,281.00	90,995.63	61.2%
030 PUBLIC WORKS ADMIN.	272,252	2,345	274,597	150,629.26	10,781.79	113,185.95	58.8%
031 ENGINEERING	232,660	4,558	237,218	124,369.31	12,076.33	100,772.36	57.5%
032 SOLID WASTE REMOVAL	639,977	0	639,977	299,082.10	189,845.74	151,049.16	76.4%
033 BUILDING INSPECTION	193,938	4,436	198,374	112,825.44	1,566.67	83,981.89	57.7%
034 HIGHWAY DEPT.	1,380,563	0	1,380,563	519,517.32	206,066.62	654,979.06	52.6%
035 BUILDING MAINTENANCE	611,146	0	611,146	319,625.44	40,838.24	250,682.32	59.0%
036 PARKS & GROUNDS	415,380	0	415,380	203,957.86	30,533.91	180,888.23	56.5%
037 PUBLIC WORKS-OTHER	400,525	0	400,525	212,343.15	134,341.05	53,840.80	86.6%
038 VEHICLE MAINTENANCE	336,264	0	336,264	157,977.55	58,332.17	119,954.28	64.3%
040 POLICE DEPARTMENT	3,399,842	0	3,399,842	1,925,118.87	38,662.37	1,436,060.76	57.8%
041 EMERGENCY MANAGEMENT	19,950	0	19,950	6,750.00	750.00	12,450.00	37.6%
042 ANIMAL CONTROL	87,237	0	87,237	45,870.39	.00	41,366.61	52.6%
050 HEALTH DEPARTMENT	188,362	2,583	190,945	114,382.63	22,498.33	54,064.04	71.7%
051 HUMAN SERVICES	124,930	738	125,668	71,905.61	379.51	53,382.88	57.5%
053 SENIOR SERVICES	98,736	1,232	99,968	50,261.46	8,756.47	40,950.07	59.0%
054 YOUTH SERVICES	100,902	0	100,902	47,361.36	1,522.45	52,018.19	48.4%
055 TRANSPORTATION SERVICES	124,829	1,046	125,875	76,026.60	3,093.15	46,755.25	62.9%
060 RECREATION DEPARTMENT	237,062	4,404	241,466	125,426.60	7,244.57	108,781.87	54.9%
061 LIBRARY	574,539	5,211	579,750	353,235.29	15,780.78	210,733.93	63.7%
070 BONDED DEBT	3,687,300	0	3,687,300	398,650.00	.00	3,288,650.00	10.8%
080 EMPLOYEE BENEFITS	3,563,379	-43,006	3,520,373	1,819,054.04	816,448.10	884,275.18	74.9%
090 BOARD OF EDUCATION	29,724,214	0	29,724,214	16,866,054.04	.00	12,860,159.96	56.7%
119 DEVELOPMENT COMPLIANCE	95,333	2,192	97,525	54,564.46	280.00	42,680.54	56.2%

TOWN OF CROMWELL, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2019 07

120 CONSERVATION COMMISSION	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
120 CONSERVATION COMMISSION	1,210	0	1,210	215.00	.00	995.00	17.8%
GRAND TOTAL	49,736,821	200,000	49,936,821	26,406,507.39	1,924,100.17	21,606,213.44	56.7%

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

TOWN OF CROMWELL, CT



an acurx epq solution

YEAR-TO-DATE BUDGET REPORT

FOR 2019 07

	ORIGINAL ESTIM REV	ESTIM REV ADJUSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
002 TOWN CLERK'S OFFICE	-334,600	0	-334,600	-150,316.74	-184,283.26	44.9%
021 TAX COLLECTOR	-43,450,321	0	-43,450,321	-42,909,317.43	-541,003.57	98.8%
022 ASSESSOR'S OFFICE	-500	0	-500	-708.50	208.50	141.7%
030 PUBLIC WORKS ADMIN.	-40,300	0	-40,300	-27,210.06	-13,089.94	67.5%
033 BUILDING INSPECTION	-150,100	0	-150,100	-316,184.60	166,084.60	210.6%
040 POLICE DEPARTMENT	-88,700	0	-88,700	-34,736.13	-53,963.87	39.2%
042 ANIMAL CONTROL	-750	0	-750	-300.00	-450.00	40.0%
050 HEALTH DEPARTMENT	-25,500	0	-25,500	-3,960.00	-21,540.00	15.5%
053 SENIOR SERVICES	-1,500	0	-1,500	-1,418.00	-82.00	94.5%
054 YOUTH SERVICES	-4,000	0	-4,000	-80.00	-3,920.00	2.0%
061 LIBRARY	-8,000	0	-8,000	-4,279.56	-3,720.44	53.5%
206 BOARDS & COMMISSIONS	-4,720	0	-4,720	-16,442.20	11,722.20	348.4%
207 STATE OF CONNECTICUT	-4,517,124	0	-4,517,124	-2,557,092.44	-1,960,031.36	56.6%
208 MISCELLANEOUS SOURCES	-481,706	0	-481,706	-637,331.28	155,625.28	132.3%
999 FUND BALANCE	-629,000	0	-629,000	.00	-629,000.00	.0%

GRAND TOTAL -49,736,821

0 -49,736,821 -46,659,376.94

-3,077,444.06 93.8%

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

Posted Refund Transaction (s)		TOWN OF CROMWELL	Int Date: 03/05/2019	Date: 03/05/2019	Page: 1					
Condition(s) :	Name		Prop Loc/Vehicle Info.	UniqeID/Reason	Paid Date	Tax	Int	L/F	Total	Overpaid
Bill	Address								Adjusted	Tax
Dist./Susp./Bank										
2016-01-0005774	ZALESKI JOHN		48 EVERGREEN ROAD	00129100	12/29/2017	9,649.02	0.00	0.00	9,649.02	-4,824.51
	48 EVERGREEN ROAD		Sec. 12-129 Refund of Excess Payments.			14,473.53	0.00	0.00	14,473.53	
95	CROMWELL CT 06416		47 COLES ROAD	00027700	2/4/2019	5,324.70	0.00	0.00	5,324.70	-433.69
2017-01-0000349	BEAULIEU GARY		Sec. 12-129 Refund of Excess Payments.			5,758.39	0.00	0.00	5,758.39	
1	47 COLES ROAD		32 LINCOLN STREET	00429100	2/22/2019	4,777.76	0.00	0.00	4,777.76	-131.33
	BENGSTON-PALMER RUTH		Sec. 12-129 Refund of Excess Payments.			4,909.09	68.67	0.00	4,977.76	
2017-01-0000390	CROMWELL CT 06416		7 SHADOW LANE	00419300	1/22/2019	6,312.90	0.00	0.00	6,312.90	-3,156.45
1	HAYWOOD CHRISTOPHER + + HAYWOOD LAURA		WOODLAND DRIVE G09	Sec. 12-129 Refund of Excess Payments.	1/22/2019	9,469.35	0.00	0.00	9,469.35	
95	CROMWELL CT 06416		12 THISTLE DOWN 081	01460000	1/16/2019	11,782.38	0.00	0.00	11,782.38	-8.81
2017-01-0001286	DANC LLC		Sec. 12-129 Refund of Excess Payments.			11,791.19	0.00	0.00	11,791.19	
1	14 PINE ORCHARD LANE		89 WOODLAND DRIVE 89	00503900	1/22/2019	2,999.04	0.00	0.00	2,999.04	-999.68
	KILLINGWORTH CT 06419		Sec. 12-129 Refund of Excess Payments.			9,300.76	0.00	0.00	9,300.76	-4,650.38
2017-01-0002414	HIEBEL NAVAREE M TRUSTEE		28 BUCKS CROSSING	11005000	1/22/2019	13,951.14	0.00	0.00	13,951.14	
1	12 THISTLE DOWN		Sec. 12-129 Refund of Excess Payments.			7,661.88	0.00	0.00	7,661.88	-291.73
	CROMWELL CT 06416		2 PROSPECT HILL ROAD	00429600	1/22/2019	7,953.61	0.00	0.00	7,953.61	
2017-01-0003345	MARINO JOHN M		Sec. 12-129 Refund of Excess Payments.			2,088.98	0.00	0.00	2,088.98	-323.23
1	89 WOODLAND DRIVE		2210 CROMWELL HILLS DRIVE 2-21	00436400	1/14/2019	2,412.21	0.00	0.00	2,412.21	
92	CROMWELL CT 06416		47 COLES ROAD	41200600	2/11/2019	103.74	0.00	0.00	103.74	-51.87
2017-01-0003823	CARTER BRIAN JOSEPH + + CARTER AUDREY		2012/1FAHP3K28CL297574	53910	2/6/2019	166.12	0.00	0.00	166.12	-69.27
1	28 BUCKS CROSSING		Sec. 12-129 Refund of Excess Payments.			336.34	0.00	0.00	336.34	-336.34
	CROMWELL CT 06416		2015/1C4RFBG9FC756922	80882	2/11/2019	672.68	0.00	0.00	672.68	
2017-01-0004019	DURIC REDZO + + ABIDOVIC BELMA		Sec. 12-129 Refund of Excess Payments.			177.78	0.00	0.00	177.78	-177.77
1	2 PROSPECT HILL ROAD		2018/JTNB11HK0J3050426	82010	1/25/2019	355.55	0.00	0.00	355.55	
92	CROMWELL CT 06416		Sec. 12-129 Refund of Excess Payments.							
2017-02-0040110	BEAULIEU GARY									
1	47 COLES ROAD									
2017-03-0053904	ENTERPRISE FM TRUST									
1	600 CORPORATE PARK DR									
	SAINT LOUIS MO 63105-4204									
2017-04-0080882	HENNEHAN PATRICK J									
1	17 CREST DR									
	CROMWELL CT 06416-2046									
2017-04-0082010	TOYOTA LEASE TRUST									
	3200 W RAY RD									
	CHANDLER AZ 85226-2455									
TOTAL	14					59,826.19	0.00	0.00	59,826.19	-15,925.60
						75,751.79	68.67	0.00	75,820.46	

DEPARTMENT- ACCOUNT	ADJUSTED BUDGET DEC. 31, 2018	ACTUAL EXPENDITURE 2016-17	ACTUAL EXPENDITURE 2017-18	ACTUAL EXPENDITURE DEC. 31, 2018	ESTIMATED EXPENDITURE 2018-19	DEPARTMENT REQUEST 2019-20	TOWN	TOWN	BOARD OF
							MANAGER RECOMMENDED	COUNCIL RECOMMENDED	FINANCE RECOMMENDED
DOG FUND									
VETERINARIAN FEES	4,000	1,569	1,211	-	4,000	3,500	3,500		
OUTSIDE SERVICES	10,924	9,517	8,364	5,997	10,924	10,924	10,924		
VEHICLE MAINTENANCE	1,500	840	425	-	1,500	1,500	1,500		
EQUIP. REPAIR+REPLACEMENT	1,000	979	881	-	1,000	1,000	1,000		
DEPARTMENTAL EXPENSE	1,200	1,186	1,196	15	1,200	1,200	1,200		
TRAINING/WORKSHOPS	1,200	1,000	965	1,192	1,200	1,700	1,700		
UNIFORMS	1,200	1,177	1,196	369	1,200	1,200	1,200		
GASOLINE + OTHER FLUIDS	3,000	1,794	1,638	412	3,000	3,000	3,000		
TOTAL	24,024	18,062	15,876	7,985	24,024	24,024	24,024	-	-
FUNDING:									
FEES+FUNDS INCOME	6,524	6,867	7,619	3,889	6,524	6,500	6,500		
FUND BALANCE	7,500	3,671	2,733	-	7,500	7,500	7,500		
GENERAL FUND	10,000	7,524	5,524	10,024	10,000	10,024	10,024		
TOTAL	24,024	18,062	15,876	13,913	24,024	24,024	24,024	-	-

DEPARTMENT- ACCOUNT	ADJUSTED BUDGET DEC. 31, 2018	ACTUAL EXPENDITURE 2016-17	ACTUAL EXPENDITURE 2017-18	ACTUAL EXPENDITURE DEC. 31, 2018	ESTIMATED EXPENDITURE 2018-19	DEPARTMENT REQUEST 2019-20	TOWN MANAGER RECOMMENDED	TOWN COUNCIL RECOMMENDED	BOARD OF FINANCE RECOMMENDED
SIDEWALK PROGRAM FUND									
MISCELLANEOUS REPAIRS	7,500	7,500	-	2,200	7,500	7,500	7,500		
TOTAL	7,500	7,500	-	2,200	7,500	7,500	7,500	-	-

**TOWN OF CROMWELL
TOWN COUNCIL MEETING
WEDNESDAY, FEBRUARY 13, 2019
7:00 P.M. TOWN HALL COUNCIL CHAMBERS**

MINUTES

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

Absent: F. Emanuele

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

A. CALL TO ORDER

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

B. PLEDGE OF ALLEGIANCE

Mertie Terry led the Pledge of Allegiance

C. APPROVAL OF AGENDA

Mayor Faienza requested the following amendments to the agenda:

M. New Business 5. Discussion and possible action on legislative proposals from the
State Legislature.

O. Appointments Senior Services Commission 1.b, Anne Jordan, term expires 4/20

O. Appointments Committee to Support People w/disabilities 5. (all terms expire
6/2020) a. John Flanders, b. Meagan Ribera, c. Jeannine Marron, d. Heidi Neumann-
Venetianer, e. Linda Demetriades, f. Lucille Wrzos, g. Laurie Cantwell.

Appointments #2. Removed from agenda, Town Manager's appointments.

Motion made by S. Slade seconded by A. Waters and *unanimous carried* to amend
the agenda.

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

D. COMMISSION CHAIRMAN REPORTS/LIASON REPORT/STAFF REPORTS

None

E. CITIZEN COMMENTS

1. A. Grasso, Strand Circle -Spoke regarding Acting Superintendent Fran DiFore-
letter attached to minutes.

2. M. Terry-Spoke regarding the room-use policy.

3. M. Weidler -Spoke regarding the Shadow Lane ponds.

Mayor Faienza held a moment of silence in memory of Tom Serra

F. MAYOR'S UPDATE

Mayor Faienza reported:

- He and Town Manager Salvatore received a visit from Lt. Governor Susan Bysiewicz; the meeting was very productive. They expressed concerns with all of talk coming out of Hartford.
- The Fire District meeting was canceled. It will be rescheduled in the near future.
- The Cromwell Division Chamber meeting will be held tomorrow at the Courtyard.

G. TOWN MANAGER'S UPDATE

Town Manager Salvatore reported:

- This week he and Finance Director Sylvester began budget meetings with Department Heads.
- A meeting was held with the Architect regarding Cromwell Landing; they received notice that all of the endangered species concerns are now clear.
- He is working with Stuart Popper to make welcoming improvements to Golf Club Road such as adding banners and additional flags.
- He is working with Heather Polke on painting the bathroom at Frisbee Landing.
- The manager's office received several calls praising the Highway Department's excellent job keeping the roads clear during snow storms.

H. CHIEF OF POLICE'S UPDATE

Chief Lamontagne reported:

- The Monthly Incident Report was distributed for January.
- Officer Lima is doing well at the academy. He will graduate in June.
- Officers Dean and Chater are also doing well at the academy and will graduate in March.
- Officer Hennessey is in the third stage of the FTO program.
- New Dispatcher was hired in January.
- Has been busy working on the budget.
- Worked with the State on sting for stores selling tobacco to those who are underage. One clerk was cited and given a \$200.00 fine.
- Other than a few larcenies; it has been pretty quite.

I. PUBLIC WORKS DIRECTOR'S UPDATE

Public Director Spina reported:

- The Dog Park is closed due to wet conditions. He will continue to monitor it.
- They conducted a brush pick up due to the weekend storm in January.
- They are working on a right-of-way issue on Coles Road.
- Update was given on the North Road Extension Culvert.
- Update was given on the Geer/Main Street Sidewalk Project.

J. FINANCE DIRECTOR'S UPDATE

1. Budget Reports

- Budget Reports cover thru the end of January.
- Expenditures are on target.
- Revenues are coming in strong.
- Tax Collections are at 91%.

K. FINANCIAL

1. Tax Refunds

Motion made by A. Waters seconded by S. Slade and *unanimous carried* to approve tax refunds 1 - 18.

2. Discussion and action to appropriate \$18,185 within the CNR Fund for upgrades to the Finance Server.

Finance Director Sylvester presented the request.

Motion made by R. Newton seconded by S. Slade and *unanimous carried* to appropriate \$18,185 within the CNR Fund for upgrades to the Finance Server.

L. OLD BUSINESS

1. Discussion and action to appoint audit firm for June 30, 2019 audit. -tabled

Motion made by R. Newton seconded by A. Waters and *unanimous carried* to remove from table.

Finance Director Sylvester presented the request.

Motion made by R. Newton seconded by A. Waters and *unanimous carried* to appoint audit firm RSM for June 30, 2019 audit.

2. Discussion and possible action on 313 Main Street/1 Community Field Road (possible Executive Session).

Moved to Executive Session.

M. NEW BUSINESS

1. Discussion and possible action to amend Chapter 137 Food Establishments.

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

Health Coordinator Nesci presented the request. 137-1, reference State Statue and amend fees for class 2 & 3.

Motion made by R. Newton seconded by A. Waters and *carried* to approve amending Chapter 137.

Aye: M. Johnson, A. Waters, S. Slade, E. Faienza, R. Newton

Nay: J. Demetriades

Motion made by R. Newton seconded by S. Slade and *unanimous carried* to authorize the Mayor to set time and date of Public Hearing.

2. Discussion and action to approve amending 82-4 License tag and registration required; exceptions.

Motion made by R. Newton seconded by S. Slade and *unanimous carried* to approve amending 82-4.

3. Discussion and possible action to approve revising and updating the Economic Development Incentive Guidelines.

Motion made by S. Slade seconded by J. Demetriades and *unanimous carried* to approve revising and updating the Economic Development Incentive Guidelines.

Amended Motion made by S. Slade seconded by J. Demetriades and *unanimously carried* to amend so Exhibit B matches State Statue.

4. Discussion and possible action to amend the Application for use of Town Facilities.

Motion made by A. Waters seconded by S. Slade and *unanimous carried* to approve the amended Application for use of Town Facilities as submitted adding that a maximum of 8 people may attend the ceremony and that no insurance certificate is needed.

5. Discussion and possible action on legislative proposals from the State Legislator.

Motion made by R. Newton seconded by A. Waters and *unanimous carried* to authorize Mayor Faienza to draft a letter on the Council's behalf, to the State Legislature opposing any municipal tax dollars be redistributed.

N. APPROVAL OF MINUTES

1. Regular Meeting, January 9, 2019

Motion made by R. Newton seconded by A. Waters and *unanimous carried* to approve the minutes of January 9, 2019.

2. Special Meeting, January 28, 2019

Motion made by A. Waters seconded by J. Demetriades and *unanimous carried* to approve the minutes of January 28, 2019.

O. APPOINTMENTS

1. Senior Services Commission

- a. Shirley Banic, Term expires April 2020
- b. Anne Jordan, Term expires April 2020

- ~~2. Redevelopment Agency~~

- ~~a. Jennifer Donohue, Term Expires December 2022~~
- ~~b. Richard Nobile, Term Expires December 2022~~
- ~~c. Kevin Nolan, Term expires December 2020~~
- ~~d. Paul Warenda, Term expires December 2020~~

3. Mattabassett District

- a. Bonnie Anderson, Term expires September 2021

4. Recreation Commission
 - a. Jim Vinchetti, Term expires December 2019
5. Committee to Support People with Disabilities (all terms expire 6/2020)
 - a. John Flanders
 - b. Meagan Ribera
 - c. Jeannine Marron
 - d. Heidi Neumann-Venetianer
 - e. Linda Demetriades
 - f. Lucuille Wrzo
 - g. Laurie Cantwell.

Motion made by A. Waters seconded by S. Slade and *unanimous carried* to approve items 1,3,4,5.

P. RESIGNATIONS

1. Recreation Commission
 - a. Richard Nobile

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

Q. EXECUTIVE SESSION

1. Strategy and Negotiations regarding pending claims & litigation.
 - a. CHRO complaint, Office Young v Cromwell Police Department.
2. Real Estate sale or acquisition.
 - a. 313 Main Street/1 Community Field Road. (Will possibly be moved from L.2)

Motion made by R. Newton seconded by A. Waters and *unanimous carried* to adjourn to Executive Session at 9:19 p.m.

Town Manager Salvatore was invited into Executive Session for both items.

Motion made by J. Demetriades seconded by A. Waters and *unanimous carried* to come out of Executive Session at 9:56 p.m.

1. Strategy and Negotiations regarding pending claims & litigation.
 - a. CHRO complaint, Office Young v Cromwell Police Department.

No action taken

2. Estate sale or acquisition.
 - a. 313 Main Street/1 Community Field Road.

Motion made by R. Newton seconded by A. Waters and *unanimous carried* to sell the triangular parcel directly behind 313 Main Street.

R. COUNCIL LIAISON REPORTS

None

S. ADJOURN

Motion made by S. Slade seconded by A. Waters and *unanimous carried* to adjourn the Regular Meeting at 9:58 p.m.

Respectfully submitted,

Re Matus

Re Matus
Secretary



70 Strand Circle • Cromwell, CT 06416 • T 860.632.7735 • C 401.273.9563
AnnGrasso.com • AnnGrassoPatternArt.com • AEGrasso.com • Ann@AEGrasso.com

February 13, 2019

To: Town Council and Town Manager
RE: Fran DiFiore, Principal at Cromwell High School

Good evening,

Covenant Village pairs eight freshman students with eight resident hosts at luncheons held 10 times throughout the school year. The program is called TaTT (Taste and Talk Together.) We invite various school staff to join our admin table.

Today, we had the privilege of lunching with Fran DiFiore, Principal at Cromwell High, and her admin assistant, Melissa. A small portion of our discussion centered on the overwhelming response of support for Ms. DiFiore during the past weeks while she was acting superintendent. "People are so good," Fran offered, giving examples of staff, students and teachers dropping by offering to help in any way they could.

The community should be aware that Cromwell Schools are in competent hands and that all are working together for the benefit of the students.

Sincerely,

Ann E. Grasso
Resident town liaison for Covenant Village

**TOWN OF CROMWELL
TOWN COUNCIL
SPECIAL MEETING
BUDGET WORKSHOP
MONDAY, MARCH 4, 2019
TOWN HALL ROOM 224/5 6:15 P.M.**

MINUTES

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

Absent:

Also Present: Town Manager A. Salvatore, Director of Finance M. Sylvester, Election
Administrators A. Kelly and B. Anderson, Health Coordinator S. Nesci, Director of
Recreation S. Kieras, Director of the Library K. Canney, Director of Public Works L.
Spina, Assessor S. Baron, Public and Press

A. CALL TO ORDER

Mayor Faienza called the Special Meeting to order at 6:15 p.m.

B. BUDGET WORKSHOP

a. Discussion and Action on General Fund Budget Requests:

3. Elections Department -\$79,203

Presented by A. Kelly and B. Anderson

Motion made by R. Newton seconded by F. Emanuele and *unanimously carried*
to approve -\$79,203.

7. Building Inspection - \$203,710

Presented by A. Salvatore

Motion made by A. Waters seconded by S. Slade and *unanimously carried*
to approve -\$203,710.

38. Health Department -\$198,293

Presented by S. Nesci

Motion made by R. Newton seconded by F. Emanuele and *unanimously carried*
to approve -\$198,293.

43. Recreation -\$252,731

Presented by S. Kieras

Motion made by R. Newton seconded by A. Waters and *unanimously carried*
to approve -\$252,731.

22. Committee to Support People with Disabilities -\$100.00

Motion made by R. Newton seconded by J. Demetriades and *unanimously carried* to approve **-\$100.00.**

44. Library -\$594,581

Presented by K. Canney

Motion made by F. Emanuele seconded by S. Slade and *unanimously carried* to approve **-\$594,581.**

27. Public Works (Includes all Divisions)\$4,281.223

Presented by L. Spina

Motion made by R. Newton seconded by F. Emanuele and *unanimously carried* to approve **-\$4,281.223.**

Capital Improvement Items:

Public Works Administration Road Improvements -\$300,000

Town Manager Salvatore made a request to have \$25,000 added to the request.

Motion made by R. Newton seconded by A. Waters and *unanimously carried* to add an additional \$25,000 to the request.

Motion made by F. Emanuele seconded by R. Newton and *unanimously carried* to approve **\$325,000.**

Highway Division Snow Pusher \$35,000

Motion made by R. Newton seconded by F. Emanuele and carried to approve **\$35,000.**

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

Nay: J. Demetriades

Abstained: M. Johnson

Motion carried

Highway Division Pick-up Truck replacement -\$56,000

Motion made by R. Newton seconded by F. Emanuele and carried to approve **\$56,000.**

Aye: A. Waters, E. Faienza, R. Newton, F. Emanuele

Nay: J. Demetriades, S. Slade

Abstained: M. Johnson

Motion carried

Motion made by F. Emanuele seconded by R. Newton and *carried* to approve Highway Division CIP **\$91,000.**

Aye: E. Faienza, R. Newton, F. Emanuele, A. Waters

Nay: M. Johnson, S. Slade, J. Demetriades

Motion carried

Mayor Faienza called for a recess from 8:21 p.m. until 8:30 p.m.

8. Finance/Treasurer Department -\$421,531

Presented by M. Sylvester

Motion made by F. Emanuele seconded by S. Slade and *unanimously carried* to approve **-\$421,531**

12. Donations & Dues -\$49,522

Motion made by J. Demetriades seconded by F. Emanuele to approve.

Amended Motion made by A. Waters and seconded by F. Emanuele and *carried* to add \$1,000 to the Hillside Cemetery Donation.

Aye: M. Johnson, A. Waters, S. Slade, E. Faienza, F. Emanuele, J. Demetriades

Abstained: R. Newton

Motion made by F. Emanuele seconded by J. Demetriades and unanimously carried to approve **\$50,522**.

13. Legal Expense -\$228,764

Motion made by F. Emanuele seconded by R. Newton and *unanimously carried* to approve **-\$228,764**.

14. Central Service-\$196,800

Motion made by F. Emanuele seconded by R. Newton and *unanimously carried* to approve **-\$196,800**.

15. Insurance Expense -\$584,000

Motion made by F. Emanuele seconded by R. Newton and *unanimously carried* to approve **-\$584,000**.

17. Town Council -\$39,905

Motion made by S. Slade seconded by A. Waters and *unanimously carried* to approve **-\$39,905**.

18. Board of Finance -\$1,350

Motion made by S. Slade seconded by R. Newton and *unanimously carried* to approve **-\$1,350**.

20. Charter Revision Committee -\$100.00

Motion made by R. Newton seconded by A. Waters and *unanimously carried* to approve **-\$100.00**.

10. Assessor's Office -\$241,994

Presented by S. Baron

Motion made by A. Waters seconded by S. Slade and *unanimously carried* to approve **\$241,994**.

21. Board of Assessment-\$1,200

Motion made by A. Waters seconded by J. Demetriades and *unanimously carried* to approve -\$1,200.

b. Any other Budget matter

C. NEW BUSINESS

1. Discussion on correspondence regarding Fawn Run.

Attached letter from Ken Goldberg, Chairman of the Rocky Hill Open Space & Conservation was distributed to the Council.

After discussion the consensus of the Council was that they are not in favor of having this item placed on their agenda. Therefore any requests to have this placed on their agenda will not occur.

D. ADJOURN

Motion made by S. Slade seconded by R. Newton and *unanimously carried* to adjourn the meeting at 9:50 p.m.

Respectfully submitted,

Re Matus

Re Matus
Secretary



Town of Rocky Hill

761 OLD MAIN STREET • ROCKY HILL, CONNECTICUT 06067 • (860) 258-2700 • FAX (860) 258-7638

February 20, 2019

Mayor and Cromwell Town Council
C/o Anthony J. Salvatore, Town Manager
41 West Street
Cromwell, CT 06416

RE: Proposed two lot subdivision on North Road, Rocky Hill, north of Fawn Run
(Cromwell/Rocky Hill Town Line)

Honorable Mayor and Members of the Town Council:

The Town of Rocky Hill Open Space and Conservation Commission, acting as the Inland Wetlands and Watercourses Agency at their meeting of February 13, 2019 approved an application for a permit for a subdivision of land at the above location. The permit was issued after two nights of public hearings in which alternates to the development including access were presented. After lengthy discussions, and also taking into account the Fawn Run residents' concerns, the agency feels that utilizing Fawn Run for access to the proposed development presents the best prudent and feasible alternative in view that this option has no disturbance to wetlands and preserves the natural resources in the area. The Rocky Hill Wetlands and Watercourses Agency supports the proposed conveyance of a portion of the conservation easement located along Fawn Run as shown on the plans, based on environmental grounds. We ask that the Cromwell Town Council give due consideration and support this proposal as presented.

As you know, the Town of Rocky Hill staff have worked closely with Cromwell Town staff on these types of projects in the past (such as the County Line Drive re-alignment) in order to assure orderly development and compliance and we see this proposal as an extension of the same.

Sincerely

Ken Goldberg, Chairman
Open Space & Conservation Commission

Cc: Stuart Popper, Director of Planning and Development
Jon Harriman, Town Engineer