

TOWN OF CROMWELL
TOWN COUNCIL REGULAR MEETING
WEDNESDAY, September 11, 2019
7:00 P.M. TOWN HALL COUNCIL CHAMBERS

AGENDA

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. APPROVAL OF AGENDA
- D. COMMISSION CHAIRMAN REPORTS/LIASON REPORT/STAFF REPORTS
 - 1. Certificate Presentation to Public Health Exercise Volunteers.
- E. CITIZEN COMMENTS
- F. MAYOR'S UPDATE
- G. TOWN MANAGER'S UPDATE
- H. FINANCE DIRECTOR'S UPDATE
- I. FINANCIAL
 - 1. Discussion and action to appropriate \$56,000 within the CNR Fund for computer workstation and server upgrades necessary due to the discontinuation of Microsoft support for specific versions.
 - 2. Budget Reports
 - 3. Tax Refunds
 - 4. Discussion and action to appropriate \$25,000 within the CNR Fund for remediation of blighted conditions at 49 River Road.
 - a. Authorization to waive the bidding process.
 - 5. Discussion and action to approve request from Officer Young for Educational Assistance of \$1,000 for each semester beginning August 26, 2019.
- J. CHIEF OF POLICE'S UPDATE
- K. PUBLIC WORK'S DIRECTOR UPDATE
- L. NEW BUSINESS
 - 1. Discussion and action for proposed Transfer Station Rules Change.

M. EXECUTIVE SESSION

1. Strategy
1. RFP/RFQ 60-61 River Road
2. Action if necessary

N. APPROVAL OF MINUTES

1. Regular Meeting, July 10, 2019
2. Special Meeting, August 28, 2019

O. RESIGNATIONS

1. Amanda Drew
 - a. Board of Finance
 - b. Inland Wetlands & Watercourses Commission
 - c. Conservation Commission
 - d. Farmland Preservation Commission
 - e. Dog Park Committee

P. APPOINTMENTS

1. Board of Finance
 - a. Allan Spotts, to fill a vacancy, term expires 11/19

Q. COUNCIL LIAISON REPORTS

R. 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 or Town Staff. All questions and comments will be taken under advisement and questions raised may be answered this evening or addressed at a later date. There will be no open debate with the Council members during the public comment period and all questions and comments shall be directed to the Mayor;
4. The Mayor shall have the right to discontinue recognition of any speaker whom the Mayor believes is not using proper decorum for a public meeting; is verbally abusive of a member, or members of the Council, Town staff, or the public; becomes belligerent; or uses profanity.

TOWN OF CROMWELL, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2020 02		JOURNAL DETAIL 2019 1 TO 2019 13									
ACCOUNTS FOR:	ORIGINAL	TRANSFERS/	REVISED	YTD EXPENDED	ENCUMBRANCES	AVAILABLE	PCT				
001 GENERAL FUND	APPROP	ADJUSTMENTS	BUDGET			BUDGET	USED				
001 TOWN MANAGER'S OFFICE	381,915	0	381,915	55,148.57	2,299.17	324,467.26	15.0%				
002 TOWN CLERK'S OFFICE	219,242	0	219,242	29,859.59	23,400.00	165,982.41	24.3%				
003 REGISTRAR OF VOTERS	79,203	0	79,203	4,473.51	12,150.00	62,579.49	21.0%				
004 PLANNING COMMISSION	3,525	0	3,525	209.13	353.66	2,962.21	16.0%				
005 ECONOMIC DEVELOPMENT	23,530	0	23,530	664.97	476.03	22,389.00	4.8%				
006 BOARD OF FINANCE	1,350	0	1,350	.00	.00	1,350.00	.0%				
008 CHARTER REVISION COMM	1,100	0	1,100	.00	.00	1,100.00	.0%				
009 BOARD OF ASSESSMENT APPEALS	1,200	0	1,200	.00	.00	1,200.00	.0%				
010 ZONING BOARD OF APPEALS	1,250	0	1,250	177.31	153.66	919.03	26.5%				
011 INLAND WETLANDS	2,300	0	2,300	160.00	130.00	2,010.00	12.6%				
012 COMM. FOR DISABLED PEOPLE	1,100	0	1,100	.00	.00	1,100.00	.0%				
013 DONATIONS AND DUES	50,522	0	50,522	31,512.00	19,000.00	10.00	100.0%				
014 TOWN COUNCIL	39,905	0	39,905	3,825.00	33,755.00	2,325.00	94.2%				
015 LEGAL EXPENSE	228,764	0	228,764	10,618.00	191,226.50	26,919.50	88.2%				
016 CENTRAL SERVICES	186,800	0	186,800	32,000.89	136,603.69	18,193.42	90.3%				
017 INSURANCE EXPENSE	584,000	0	584,000	156,519.02	391,598.78	35,882.20	93.9%				
018 GENERAL EXPENSE	554,002	0	554,002	545,493.70	3,000.00	5,508.30	99.0%				
019 DEVELOPER/PLANNER	133,323	0	133,323	22,621.84	264.00	110,437.16	17.2%				
020 FINANCE DEPARTMENT	421,531	0	421,531	73,622.91	5,120.00	342,788.09	18.7%				
021 TAX COLLECTOR	144,353	0	144,353	20,214.97	60.00	124,078.03	14.0%				
022 ASSESSOR'S OFFICE	241,994	0	241,994	50,466.71	5,595.00	155,932.29	23.2%				
030 PUBLIC WORKS ADMIN.	280,940	0	280,940	40,528.94	31,589.25	217,188.05	22.7%				
031 ENGINEERING	248,490	0	248,490	31,532.91	3,589.25	185,367.84	25.4%				
032 SOLID WASTE REMOVAL	635,092	0	635,092	65,050.83	378,953.69	191,087.48	69.9%				
033 BUILDING INSPECTION	203,710	0	203,710	98,053.44	3,233.75	169,945.66	16.6%				
034 HIGHWAY DEPT.	1,366,164	0	1,366,164	87,850.82	85,092.90	981,605.99	28.1%				
035 BUILDING MAINTENANCE	417,968	0	417,968	60,302.25	39,770.25	435,378.28	23.9%				
036 PARKS & GROUNDS	381,250	0	381,250	27,023.71	248,531.39	105,694.90	72.3%				
037 PUBLIC WORKS-OTHER	342,997	0	342,997	39,163.40	75,591.99	228,241.61	33.5%				
038 VEHICLE MAINTENANCE	3,531,214	0	3,531,214	498,945.35	47,019.06	2,985,249.59	13.5%				
040 POLICE DEPARTMENT	19,050	0	19,050	1,000.00	.00	18,050.00	5.2%				
041 EMERGENCY MANAGEMENT	89,371	0	89,371	22,156.05	.00	67,214.95	24.8%				
042 ANIMAL CONTROL	198,293	0	198,293	31,386.21	53,534.18	113,372.61	42.8%				
050 HEALTH DEPARTMENT	131,951	0	131,951	20,218.18	1,110.00	110,622.82	16.2%				
051 HUMAN SERVICES	109,980	0	109,980	13,102.75	13,190.68	83,686.57	23.9%				
053 SENIOR SERVICES	95,298	0	95,298	17,420.10	6,064.77	71,813.13	24.6%				
054 YOUTH SERVICES	189,396	0	189,396	17,692.85	6,064.87	165,638.28	12.7%				
055 TRANSPORTATION SERVICES	252,731	0	252,731	40,068.41	19,823.11	192,839.48	23.7%				
060 RECREATION DEPARTMENT	594,581	0	594,581	104,469.37	33,383.26	456,728.37	23.2%				
061 LIBRARY	3,704,100	0	3,704,100	358,775.66	.00	3,345,325.00	9.7%				
070 BONDED DEBT	3,846,399	0	3,846,399	567,574.66	1,796,916.49	1,481,907.85	61.5%				
080 EMPLOYEE BENEFITS	30,700,762	0	30,700,762	822,790.78	.00	29,877,971.22	2.7%				
090 BOARD OF EDUCATION	103,201	0	103,201	15,140.36	599.41	87,461.23	15.3%				
119 DEVELOPMENT COMPLIANCE											

TOWN OF CROMWELL, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2020 02				JOURNAL DETAIL 2019 1 TO 2019 13				
ACCOUNTS FOR:	GENERAL FUND	ORIGINAL APPROP	TRANSFERS/ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
120 CONSERVATION COMMISSION		1,210	0	1,210	65.00	.00	1,145.00	5.4%
TOTAL GENERAL FUND		51,351,379	0	51,351,379	4,048,430.08	3,975,382.12	43,327,566.80	15.6%

TOWN OF CROMWELL, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2020 02

JOURNAL DETAIL 2019 1 TO 2019 13

ACCOUNTS FOR:	ORIGINAL	ESTIM	REVISED	ACTUAL	REMAINING	PCT
GENERAL FUND	ESTIM REV	ADJUSTMENTS	EST REV	REVENUE	REVENUE	COLL
001						
002 TOWN CLERK'S OFFICE	-294,000	0	-294,000	-51,772.11	-242,227.89	17.6%
021 TAX COLLECTOR	-43,807.335	0	-43,807.335	-23,561.234.54	-20,246,100.46	53.8%
022 ASSESSOR'S OFFICE	-500	0	-500	-33.50	-466.50	6.7%
030 PUBLIC WORKS ADMIN.	-45,300	0	-45,300	-6,996.03	-38,303.97	15.4%
033 BUILDING INSPECTION	-225,000	0	-225,000	-44,292.00	-180,708.00	19.7%
040 POLICE DEPARTMENT	-88,200	0	-88,200	-3,773.46	-84,426.54	4.3%
042 ANIMAL CONTROL	-750	0	-750	.00	-750.00	.0%
050 HEALTH DEPARTMENT	-25,500	0	-25,500	-1,470.00	-24,030.00	5.8%
053 SENIOR SERVICES	-1,500	0	-1,500	-150.00	-1,350.00	10.0%
054 YOUTH SERVICES	-4,000	0	-4,000	.00	-4,000.00	.0%
060 RECREATION DEPARTMENT	0	0	0	-20.00	-20.00	100.0%
061 LIBRARY	-8,000	0	-8,000	-347.46	-7,652.54	4.3%
206 BOARDS & COMMISSIONS	-9,250	0	-9,250	-663.00	-8,587.00	7.2%
207 STATE OF CONNECTICUT	-5,246.003	0	-5,246.003	-13,625.00	-5,232,378.00	.3%
208 MISCELLANEOUS SOURCES	-717,040	0	-717,040	-99,791.86	-617,248.14	13.9%
999 FUND BALANCE	-879,001	0	-879,001	.00	-879,001.00	.0%
TOTAL GENERAL FUND	-51,351,379	0	-51,351,379	-23,784,168.96	-27,567,210.04	46.3%

A & C COMPUTERS



Sales Service Consulting
Custom Networking

89 CHURCH STREET
EAST HARTFORD, CT 06108
(860) 289-7665

August 9th, 2019

Anthony Salvatore
Town of Cromwell
41 West Street
Cromwell, CT. 06416

Dear Anthony,

Please find below the information that you requested. This is being sent to you after we received a e-mail from Microsoft in June 2019 stating that all support for Windows 7, Office 2010 and Exchange-2010 will be ending on January 14th, 2020. The updates below are the latest updates and will provide you with all the security patches / updates until October of 2025 (as of today).

Windows 10 Upgrades

Microsoft Windows Version 10 Upgrade \$ 199.00 x 42

Microsoft Exchange

Microsoft Exchange Server 2019 \$ 795.00

Microsoft Exchange 100u \$ 8,100.00

Microsoft Office

Microsoft Office 2019 \$ 379.00 x 80

Labor

Complete backup and image of server for data security.. \$ 440.00

Installation and migration from Exchange 2010 to Exchange 2019 (100 Users) \$ 7,200.00

Total Project Cost \$55,213.00

Should you have any questions or concerns about the above quote, please do not hesitate to contact me @ (860) 289-7665.

Thank You,

Mark Austin
SCI Inc
MA/djc

Accepted By: _____

Title : _____

Posted Refund Transaction (s)	TOWN OF CROWMELL	Int Date: 09/03/2019	Date: 09/03/2019	Page: 1
Condition(s) : Bill : _____				
Bill Name	Prop Loc/Vehicle Info.	UniqRef/Reason	Paid Date	Tax
Dist/Susp/Bank Address				
2016-04-0081858 SADINSKY MARC L 7 SUMMER BROOK LN CROWMELL CT 06416-2449	2015/AMBAC3C58FF664606 81856 Sec. 12-129 Refund of Excess Payments.	12/18/2017	0.00 227.75	0.00 0.00
2017-03-0051567 BROWN TIMOTHY P 100 WOODSIDE GRN STAMFORD CT 06905-4901	2014/1FA6P0H75E5402393 51566 Sec. 12-129 Refund of Excess Payments.	8/28/2019	0.00 289.56	0.00 0.00
2017-03-0052308 CHIRICHELLA LISA 2 THISTLE DOWN CROWMELL CT 06416-2713	2009/MAJLK78K09N004407 52313 2007/WVMDR71K1TW206113 53569 Sec. 12-129 Refund of Excess Payments.	7/16/2018	225.87 263.00	0.00 0.00
2017-03-0053563 DONDERO GREGORY P 1 SHANNON CT CROWMELL CT 06416-1224	2015/2HKKM4H58FH647373 55755 Sec. 12-129 Refund of Excess Payments.	7/26/2019	19.20 114.91	0.00 0.00
2017-03-0055750 HONDA LEASE TRUST 600 KELLY WAY HOLYOKE MA 01040-9681	2015/YV440MDJ7E2739291 56163 Sec. 12-129 Refund of Excess Payments.	8/7/2019	342.25 456.34	0.00 0.00
2017-03-0056157 JOHNSON & JOHNSON FINANCE CORPORATION 1 JOHNSON AND JOHNSON PLZ NEW BRUNSWICK NJ 08933-0001	2009/5A4P26K129004659 58795 Sec. 12-129 Refund of Excess Payments.	5/6/2019	372.79 457.05	0.00 0.00
2017-03-0058787 NESTA KEVIN C 437 WEST LN BERLIN CT 06037-1848	2014/1GT125583EF113116 58796 Sec. 12-129 Refund of Excess Payments.	6/7/2019	0.00 1,155.29	0.00 0.00
2017-03-0058788 NESTA KEVIN C + NESTA WENDY A 437 WEST LN BERLIN CT 06037-1848	2010/1HDIK8410AB66034 58797 Sec. 12-129 Refund of Excess Payments.	6/14/2019	0.00 338.55	0.00 0.00
2017-03-0058789 NESTA KEVIN C 8 WINDWOOD DR CROWMELL CT 06416	2014/JTKKPB41E1047036 62621 Sec. 12-129 Refund of Excess Payments.	7/11/2019	75.45 226.53	0.00 0.00
2017-03-0062609 TOYOTA LEASE TRUST 3200 W RAY RD CHANDLER AZ 85226-2455	2017/2T3BFREV6HW552934 62623 Sec. 12-129 Refund of Excess Payments.	7/11/2019	391.76 522.33	0.00 0.00
2017-03-0062611 TOYOTA LEASE TRUST 3200 W RAY RD CHANDLER AZ 85226-2455	2015/2T1BURHE5FC315750 62640 Sec. 12-129 Refund of Excess Payments.	7/11/2019	114.58 274.79	0.00 0.00
2017-03-0062628 TOYOTA LEASE TRUST 3200 W RAY RD CHANDLER AZ 85226-2455	2015/2T1BURHE4FC445843 62641 Sec. 12-129 Refund of Excess Payments.	7/11/2019	160.21 274.79	0.00 0.00
2017-03-0062629 TOYOTA LEASE TRUST 3200 W RAY RD CHANDLER AZ 85226-2455	2016/5TFC25AN7GX024842 62656 Sec. 12-129 Refund of Excess Payments.	7/11/2019	480.66 720.62	0.00 0.00
2017-03-0062644 TOYOTA LEASE TRUST 3200 W RAY RD CHANDLER AZ 85226-2455	2017/5TDB23DC5H5160042 62682 Sec. 12-129 Refund of Excess Payments.	7/11/2019	516.03 885.10	0.00 0.00
2017-03-0062670 TOYOTA LEASE TRUST 3200 W RAY RD CHANDLER AZ 85226-2455	2015/2T1BURHE3FC306366 62702 Sec. 12-129 Refund of Excess Payments.	7/11/2019	183.29 274.79	0.00 0.00
2017-03-0062690 TOYOTA LEASE TRUST 3200 W RAY RD CHANDLER AZ 85226-2455	2015/2T3RFRREV1FW378475 62726 Sec. 12-129 Refund of Excess Payments.	7/11/2019	381.48 457.98	0.00 0.00
2017-03-0062714 TOYOTA LEASE TRUST 3200 W RAY RD CHANDLER AZ 85226-2455	2016/JTMRFRREV7GJ057931 62729 Sec. 12-129 Refund of Excess Payments.	7/11/2019	341.83 512.48	0.00 0.00
2017-03-0062717 TOYOTA LEASE TRUST 3200 W RAY RD CHANDLER AZ 85226-2455	2014/4T1BE1FK6E0444985 62730 Sec. 12-129 Refund of Excess Payments.	7/11/2019	151.18 302.37	0.00 0.00
2017-03-0062718 TOYOTA LEASE TRUST 3200 W RAY RD CHANDLER AZ 85226-2455	2017/5TFDYSF12HX642844 62740 Sec. 12-129 Refund of Excess Payments.	7/11/2019	869.44 948.13	0.00 0.00
2017-03-0062728 TOYOTA LEASE TRUST 3200 W RAY RD CHANDLER AZ 85226-2455	2015/4T1BE1FK0F0989484 285.78 0.00			
2017-03-0062729 TOYOTA LEASE TRUST				

Posted Refund Transaction (s)	TOWN OF CROMWELL	Int Date: 09/03/2019	Date: 09/03/2019	Page: 2
Condition(s) : Bill : _____				
Bill Name	Prop Loc/Vehicle Info.	Paid Date	Tax	Int
Dist/Susp/Bank Address	UniqID/Reason			L/E
				Total Adjusted
				Overpaid Tax
1 3200 W RAY RD CHANDLER AZ 85226-2455	62741	7/11/2019	338.71	0.00
2017-03-0063048 ALLY FINANCIAL + LOUISVILLE PPC PO BOX 9001951	Sec. 12-129 Refund of Excess Payments. 2015/1C6RR7NT2S607045 63060	7/15/2019	531.45 796.79	0.00 0.00
1 LOUISVILLE KY 40290-1951	Sec. 12-129 Refund of Excess Payments. 2015/1C4BWDG5E7L741073	7/15/2019	458.31	0.00
2017-03-0063052 ALLY FINANCIAL + LOUISVILLE PPC 200 RENAISSANCE CENTER MC482B	Sec. 12-129 Refund of Excess Payments. 2015/1GCVKRC5F2221122	7/15/2019	687.14	0.00
1 LOUISVILLE KY 40290-1951	Sec. 12-129 Refund of Excess Payments. 2015/1GCVKRC5F2221122	7/15/2019	167.59	0.00
2017-03-0063055 ALLY FINANCIAL + LOUISVILLE PPC 200 RENAISSANCE CENTER	Sec. 12-129 Refund of Excess Payments. 2015/2GNTLFEK4F625114	7/15/2019	670.39	0.00
1 LOUISVILLE KY 40290-1951	Sec. 12-129 Refund of Excess Payments. 2015/2GNTLFEK4F625114	7/11/2019	266.71	0.00
2017-03-0063059 ALLY FINANCIAL + LOUISVILLE PPC PO BOX 9001951	Sec. 12-129 Refund of Excess Payments. 2014/1G4GE5G33FE02148	7/11/2019	399.87	0.00
1 LOUISVILLE KY 40290-1951	Sec. 12-129 Refund of Excess Payments. 2014/1G4GE5G33FE02148	7/15/2019	159.16	0.00
2017-03-0063060 ALLY FINANCIAL + LOUISVILLE PPC PO BOX 9001951	Sec. 12-129 Refund of Excess Payments. 2015/1G4GE5G33FE02148	7/15/2019	478.00	0.00
1 LOUISVILLE KY 40290-1951	Sec. 12-129 Refund of Excess Payments. 2015/1G4GE5G33FE02148	7/15/2019	216.58	0.00
2017-03-0063243 VW CREDIT LEASING LTD 1401 FRANKLIN BLVD	Sec. 12-129 Refund of Excess Payments. 2015/WAUEFGFF9F1067348	6/20/2019	519.37	0.00
1 LIBERTYVILLE IL 60048-4460	Sec. 12-129 Refund of Excess Payments. 2018/2T1BURHE8UC04421	6/20/2019	185.42	0.00
2017-04-0082038 TOYOTA LEASE TRUST 3200 W RAY RD	Sec. 12-129 Refund of Excess Payments. 2018/2T1BURHE8UC04421	6/26/2019	417.60	0.00
CHANDLER AZ 85226-2455	Sec. 12-129 Refund of Excess Payments. 2002/1J4EP29P62F731104	8/26/2019	129.74	0.00
2018-03-0050310 ALMEIDA MARIO J 1 LANCASTER RD	Sec. 12-129 Refund of Excess Payments. 2014/1C4RFJVG7EC475850	8/26/2019	141.50	0.00
1 CROMWELL CT 06416-1925	Sec. 12-129 Refund of Excess Payments. 2014/1C4RFJVG7EC475850	7/18/2019	500.20	0.00
2018-03-0050442 APPLIED MOTION SOLUTIONS INC 21 HARRISON DR	Sec. 12-129 Refund of Excess Payments. 2014/1C4RFJVG7EC475850	7/18/2019	600.47	0.00
1 CROMWELL CT 06416-2011	Sec. 12-129 Refund of Excess Payments. 2014/1C4RFJVG7EC475850	7/18/2019	54.17	0.00
2018-03-0051466 BRIDGESTONE RETAIL OPERATIONS LLC + B 200 4TH AVENUE SOUTH SUITE 100	Sec. 12-129 Refund of Excess Payments. 2006/5N1AR18W96C638162	7/31/2019	108.34	0.00
1 NASHVILLE CT 37201	Sec. 12-129 Refund of Excess Payments. 2006/5N1AR18W96C638162	7/31/2019	172.36	0.00
2018-03-0052062 CATERZARO STEEFANT A 8 RYAN CT	Sec. 12-129 Refund of Excess Payments. 2006/5N1AR18W96C638162	7/15/2019	195.06	0.00
1 CROMWELL CT 06416-1111	Sec. 12-129 Refund of Excess Payments. 2006/5N1AR18W96C638162	7/15/2019	194.35	0.00
2018-03-0052342 CHIRICHELLA LISA 2 THISTLE DOWN	Sec. 12-129 Refund of Excess Payments. 2006/5N1AR18W96C638162	7/19/2019	457.35	0.00
1 CROMWELL CT 06416-2713	Sec. 12-129 Refund of Excess Payments. 2006/5N1AR18W96C638162	7/19/2019	14.02	0.00
2018-03-0052584 COOLIDGE EDWARD C + COOLIDGE JOY S 52 MISSIONARY RD APT 5307	Sec. 12-129 Refund of Excess Payments. 2006/5N1AR18W96C638162	8/7/2019	169.08	0.00
1 CROMWELL CT 06416-2170	Sec. 12-129 Refund of Excess Payments. 2006/5N1AR18W96C638162	8/7/2019	112.41	0.00
2018-03-0052702 COUGHLIN DAVID T 11 BRIADON DR	Sec. 12-129 Refund of Excess Payments. 2006/5N1AR18W96C638162	8/14/2019	134.94	0.00
1 CROMWELL CT 06416-1302	Sec. 12-129 Refund of Excess Payments. 2006/5N1AR18W96C638162	8/14/2019	89.63	0.00
2018-03-0053090 DANIELS CHRISTOPHER B 8 ANTHONY AVE	Sec. 12-129 Refund of Excess Payments. 2006/5N1AR18W96C638162	8/7/2019	119.50	0.00
1 CROMWELL CT 06416-1102	Sec. 12-129 Refund of Excess Payments. 2006/5N1AR18W96C638162	8/7/2019	146.58	0.00
2018-03-0053163 DAVIS BENJAMIN S 10 RAYMOND PL	Sec. 12-129 Refund of Excess Payments. 2006/5N1AR18W96C638162	8/7/2019	175.97	0.00
1 CROMWELL CT 06416-1316	Sec. 12-129 Refund of Excess Payments. 2006/5N1AR18W96C638162	8/7/2019	14.18	0.00
2018-03-0053931 ENTERPRISE FM TRUST 600 CORPORATE PARK DR	Sec. 12-129 Refund of Excess Payments. 2006/5N1AR18W96C638162	8/23/2019	170.72	0.00
1 SAINT LOUIS MO 63105-4204	Sec. 12-129 Refund of Excess Payments. 2006/5N1AR18W96C638162	8/23/2019	18.81	0.00
2018-03-0053955 ENTERPRISE FM TRUST 600 CORPORATE PARK DR	Sec. 12-129 Refund of Excess Payments. 2006/5N1AR18W96C638162	8/23/2019	112.61	0.00
1 SAINT LOUIS MO 63105-4204	Sec. 12-129 Refund of Excess Payments. 2006/5N1AR18W96C638162	8/23/2019	16.42	0.00
2018-03-0054885 CODEK KATHRYN L 69 SOUTH ST	Sec. 12-129 Refund of Excess Payments. 2006/5N1AR18W96C638162	7/11/2019	150.42	0.00
1 CROMWELL CT 06416-2262	Sec. 12-129 Refund of Excess Payments. 2006/5N1AR18W96C638162	7/11/2019	212.24	0.00
2018-03-0055021 GRANGER MATTHEW K 139 COLES RD	Sec. 12-129 Refund of Excess Payments. 2006/5N1AR18W96C638162	8/13/2019	231.46	0.00

Posted Refund Transaction (s) : TOWN OF CROWMELL
Condition(s) : Bill :
Bill Name
Dist/Susp/Bank Address

Int Date: 09/03/2019 Date: 09/03/2019 Page: 3
Prop Loc/Vehicle Info.
Uniquely/Reason

Int Date	Tax	Int	L/F	Total Adjusted	Overpaid Tax
2018-03-0055389	180.46	0.00	0.00	180.46	
HATCH KENNETH A + KRAUTH ELLEN M	226.53	0.00	0.00	226.53	-46.07
22 ALEXANDER DR					
2018-03-0055684	322.78	0.00	0.00	322.78	
CROWMELL CT 06416-1255	483.91	0.00	0.00	483.91	-161.13
HONDA LEASE TRUST					
600 KELLY WAY					
2018-03-0055703	387.16	0.00	0.00	387.16	
HOLYOKE MA 01040-9681	580.43	0.00	0.00	580.43	-193.27
HONDA LEASE TRUST					
600 KELLY WAY					
2018-03-0055746	400.39	0.00	0.00	400.39	
HONDA LEASE TRUST	436.64	0.00	0.00	436.64	-36.25
600 KELLY WAY					
2018-03-0055847	230.89	0.00	0.00	230.89	
HUTTON ALLEN H	251.81	0.00	0.00	251.81	-20.92
7 TWIN OAKS DR					
2018-03-0056122	164.75	0.00	0.00	164.75	
CROWMELL CT 06416-1126	219.64	0.00	0.00	219.64	-54.89
JOHNSON CAROLYN A					
11 HUNTERS RUN					
2018-03-0056443	118.68	0.00	0.00	118.68	
KEITHAN AMY E	142.48	0.00	0.00	142.48	-23.80
4 LANCASTER RD					
2018-03-0056962	180.64	0.00	0.00	180.64	
LARSON JOHN R	196.98	0.00	0.00	196.98	-16.34
59 HILLSTIDE RD					
2018-03-0057803	167.77	0.00	0.00	167.77	
CROWMELL CT 06416-2034	282.68	0.00	0.00	282.68	-114.91
WARSWALL LORENZO T					
224 SKYVIEW DR					
2018-03-0057839	49.28	0.00	0.00	49.28	
MARTINI DALE A	73.87	0.00	0.00	73.87	-24.59
11430 SW PEMROKE DR					
2018-03-0058279	122.81	0.00	0.00	122.81	
MILLETTE CINDY J + MILLETTE DANE P	133.10	0.00	0.00	133.10	-10.29
PORT ST LUCIE FL 34987					
2018-03-0058819	193.90	0.00	0.00	193.90	
NISSAN INFINTITI LT	332.57	0.00	0.00	332.57	-138.67
PO BOX 254648					
2018-03-0058861	228.13	0.00	0.00	228.13	
SACRAMENTO CA 95865-4648	391.33	0.00	0.00	391.33	-163.20
NISSAN INFINTITI LT					
PO BOX 254648					
2018-03-0058892	169.90	0.00	0.00	169.90	
SACRAMENTO CA 95865-4648	510.18	0.00	0.00	510.18	-340.28
NISSAN INFINTITI LT					
PO BOX 254648					
2018-03-0058973	134.37	0.00	0.00	134.37	
SACRAMENTO CA 95865-4648	230.47	0.00	0.00	230.47	-96.10
NISSAN INFINTITI LT					
8900 FREEPORT PKWY					
2018-03-0059555	260.28	0.00	0.00	260.28	
IRVING TX 75063-2409	347.02	0.00	0.00	347.02	-86.74
PELUSO MARK					
16A LEDGE RD					
2018-03-0059557	118.45	0.00	0.00	118.45	
CROWMELL CT 06416-1006	157.92	0.00	0.00	157.92	-39.47
PELUSO MARK					
16A LEDGE RD					
2018-03-0059596	0.00	0.00	0.00	0.00	
PEREZ HERIBERTO + PEREZ CARMEN R	70.59	0.00	0.00	70.59	-70.59
152 SHONPIKE RD					
2018-03-0060015	1,350.13	0.00	0.00	1,350.13	
PORSCHE LEASING LTD	2,315.83	0.00	0.00	2,315.83	-965.70
1 PORSCHE DR					
ATLANTA GA 30354-1654					
2018-03-0060016	688.28	0.00	0.00	688.28	
PORSCHE LEASING LTD	1,180.57	0.00	0.00	1,180.57	-492.29
1 PORSCHE DR					
ATLANTA GA 30354-1654					

Posted Refund Transaction (s)			TOWN OF CROMWELL		Int Date: 09/03/2019		Date: 09/03/2019		Page: 4	
Condition(s) :	Bill :	Name	Prop Loc/Vehicle Info.		Paid Date		Tax		Int	
Bill	Name	Address	UniqueID/Reason		L/F		Total Adjusted		Overpaid Tax	
2018-03-0060021	POST JAMES A + POST JOAN E	629 MAIN ST CROMWELL CT 06416-1431	2006/2D4GP441B6R646698	60021	8/7/2019	73.64 98.17	0.00 0.00	0.00 0.00	73.64 98.17	-24.53
2018-03-0060924	SALAMACHA JUDITH R + SALAMACHA MARK T	472 MAIN ST CROMWELL CT 06416-2040	2005/JTLKT324250212752	60924	8/7/2019	68.09 81.75	0.00 0.00	0.00 0.00	68.09 81.75	-13.66
2018-03-0060999	SANTAMARIA PAUL M	151 WEST ST CROMWELL CT 06416-2424	2015/2GNFLEKXF6180390	60999	8/21/2019	348.92 380.50	0.00 0.00	0.00 0.00	348.92 380.50	-31.58
2018-03-0061889	STONE DEAN F JR	302 ROCK RD CROMWELL CT 06416-2161	Sec. 12-129 Refund of Excess Payments.	61889	8/23/2019	213.40 262.64	0.00 9.28	0.00 5.00	213.40 276.92	-49.24
2018-03-0062600	TOYOTA LEASE TRUST	3200 W RAY RD CHANDLER AZ 85226-2455	2015/2TJ3BFRV4FW294362	62600	7/18/2019	0.00 385.42	0.00 0.00	0.00 0.00	0.00 385.42	-385.42
2018-03-0063660	WOLLSCHLEAGER EDWARD R + WOLLSCHLEAGER	3 MANGOLIA HILL CT CROMWELL CT 06416-1853	Sec. 12-129 Refund of Excess Payments.	63660	8/7/2019	54.96 65.99	0.00 0.00	0.00 0.00	54.96 65.99	-11.03
2018-03-0063780	YOSKOWITZ HAROLD S	15 ROBERTSON RD CROMWELL CT 06416	2008/JM4AL21E78N539026	63780	8/7/2019	93.27 111.96	0.00 0.00	0.00 0.00	93.27 111.96	-18.69
2018-03-0063891	ZILKIC MERVAN	15 SHANNEE CT CROMWELL CT 06416-1224	Sec. 12-129 Refund of Excess Payments.	63891	8/7/2019	372.45 447.14	0.00 0.00	0.00 0.00	372.45 447.14	-74.69
2018-03-0064019	CLEMENT DAVID E JR	12 MYSTIQUE LANE CROMWELL CT 06416	2017/1G1Y12D7H5102664	64019	8/21/2019	1,183.72 1,290.88	0.00 0.00	0.00 0.00	1,183.72 1,290.88	-107.16
TOTAL	70					16,449.63 27,514.86	0.00 9.28	0.00 5.00	16,449.63 27,529.14	-11,065.23



Town of Cromwell Office of the Town Manager

Nathaniel White Building
41 West St
Cromwell, CT 06416

Anthony J. Salvatore, Sr.
Town Manager

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

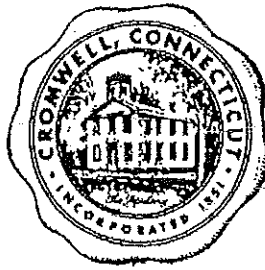
To: Mayor Enzo Faienza
Town Councilors
From: Anthony J. Salvatore
Town Manager
Re: Appropriation for remediation of 49 River Road
Date: September 5, 2019

As a result of a court order (attached) I am requesting \$25,000 so that the Town may remediate blighted conditions and public safety concerns at 49 River Road, since the property owner has failed to do so by a July 25th 2019 deadline. It is our intent with the funding to go on the property (per the court order) and remediate all existing conditions to bring the property up to code.

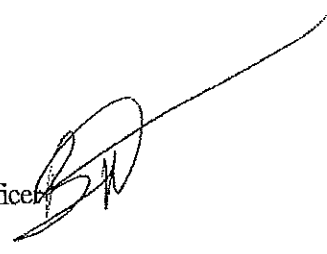
Funds will also allow for the storage/disposal of any unregistered vehicles, ultimately to include junk tractor, boats and other vehicles.

Any costs associated with remediation shall be paid for by the property owner, failure to do so will result in the town filing a lien on the property.

Copy: Marianne Sylvester, Director of Finance
Stuart Popper, Director of Planning and Development
Bruce Driska, Development Compliance Officer
Wes Bell, Health Director



MEMORANDUM

To: Anthony Salvatore, Town Manager
Cc: Stuart Popper, Director of Planning & Development
From: Bruce Driska, CZEO, Zoning & Wetlands Enforcement Officer 
Date: August 15, 2019
Re: Request for Funding for Court Ordered Clean Up of 49 River Road

This correspondence is regarding a Court Ordered cleanup of 49 River Road.

The multi-faceted cleanup required for this property involves clearing thick overgrowth enabling access for the removal and disposal of multiple old motor vehicles, removal and disposal of multiple old boats and trailers, removal and disposal of an old mobile home, removal of piles of scrap metal and junk and removal and disposal of a collapsed garage and its vast contents of scrap/junk.

Estimates were requested from the following debris removal contractors:

- Cherry Hill Construction stated after viewing the property they could not perform the work needed to comply with the Court Order
- CT Junk Removal viewed the property but did not provide an estimate
- Forest City Farms provided an estimate in the amount of \$22,200.
- American Contractors provided an estimate in the amount of \$54,300.

Because the complexity of the cleanup has made it difficult to obtain three contractor estimates I request a bid waiver for this project.

I recommend the selection of Forest City Farms for this project based upon the estimate provided and a previous proven ability to complete a court ordered cleanup project. It is uncertain how many dumpsters will be required for contractor removal of material or what scale disposal fees for material removed will amount to so I am recommending a contingency be added to the Forest City Farms estimate for a total allocation of \$25,000.

I am available to answer any questions you may have regarding this request.

Forest City Farms
20 Shunpike Road
Middletown, CT 06457

Estimate

Date	Estimate #
8/2/2019	113

Name / Address
Town of Cromwell 41 West Street Cromwell, CT 06416

			Project
Description	Qty	Cost	Total
Location: 49 River Road, Cromwell		2,400.00	2,400.00
Brush mow and mechanically remove vegetative growth from the property site. Haul any woody material offsite.			
Remove all accumulated excess rubbish and bulky waste. The standing garage will be demolished and the contents loaded into bulky waste containers. Other broken fence and miscellaneous debris will also be cleaned up. Rock piles will be left in place. Cost of this service is for labor only. All dumpster rental and tipping fees are to be paid by the Town separately.		4,700.00	4,700.00
Remove cars and trucks from the site. All vehicles will be taken to a garage and processed. Minimal scrap value will cover the cost of removal.		0.00	0.00
Grade, rake and seed all disturbed soil areas. Apply hay mulch and leave the site in a manageable mowable condition.		1,400.00	1,400.00
Estimate for bulky waste containers for discarding material. Approximately 6-8 forty yard dumpster cans. Any clean steel scrap will be loaded into steel only container for scrap. Any steel scrap profit will be applied to bulky waste bill.		10,000.00	10,000.00
Remove all boats from the property. Crush and load into containers for bulky removal.		3,700.00	3,700.00
Sales Tax		6.35%	0.00
		Total	\$22,200.00

Customer Signature _____

AMERICAN CONTRACTORS L.L.C.

49 River Road
Cromwell, Ct
8/13/19
Building Demolition & Site Cleanup

Clear & dispose invasive vegetation
Remove & dispose wooden stockade fence
Empty & dispose contents of barn, Chevy 1500, camper, van, & shed
Demolish & dispose barn structure
Remove & dispose exterior debris piles
Remove & dispose Chevy 1500, camper, van, farm tractor, skid steer, boar w/trailer
Dispose of tires
Scarify grounds
Seed & mulch

Total \$54,300.00

DIRECT PAY for tipping fee can offer a savings of up to \$3,000

Exclusions; HazMat survey/abatement, rodent inspection/treatment, salvage, erosion control devices, cap water/sewer, permit, tax, demo shed, import topsoil,

50 WALNUT STREET
MIDDLETOWN, CT 06457
TELEPHONE 860-346-1141 • FAX 860-346-5254

Driska, Bruce

From: twalsh@go9junk.com
Sent: Tuesday, August 13, 2019 3:32 PM
To: Driska, Bruce
Subject: CT Junk Removal 49 River Rd Cromwell

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Bruce, as per our conversation earlier today I will be heading to 49 River Rd Cromwell, CT 06416 on Wednesday August 14th around 12pm to assess the property and will email you a quote.

Thanks
-Tim
860-469-5865

~~Driska, Bruce~~

TONY SALVATORE

From: Joseph D. Szerejko <jszerejko@murthalaw.com>
Sent: Wednesday, June 26, 2019 8:38 AM
To: Driska, Bruce
Cc: Kari L. Olson; Salvatore, Anthony; Popper, Stuart
Subject: Town of Cromwell v. Robert Schultz - Order Granting Order of Temporary Injunction - 6-25-19
Attachments: Town of Cromwell v. Robert Schultz - Motion for Temporary Injunction - 4-2-19.PDF;
Town of Cromwell v. Robert Schultz - Order Granting Motion for Temporary Injunction - 6-25-19.PDF

Bruce –

First of all, thanks again for your help and testimony yesterday at the injunction hearing. You were a strong witness and significantly helped me in presenting the Town's evidence to the Court in order to obtain the injunction. I attach a copy of the Court's Order granting our Motion for and Order of Temporary Injunction *in toto*. I also attach a copy of the Motion, which is incorporated by reference.

I will send a copy to Mr. Schultz as well but please calendar **July 25, 2019** as the deadline for Mr. Schultz to complete remediation of all of the violations on the property before the Town can go onto the property and remediate the violations itself. I also will be filing an Affidavit of Attorney's Fees and Bill of Costs for the Court to rule on so that those amounts can be added to the judgment lien that we will place on the property once the amount of any remediation costs and fines becomes finalized. Please let me know if you have any other questions or concerns regarding this matter.

Best,
Joe

JOSEPH D. SZEREJKO | ASSOCIATE

Direct: 860-240-6186 | Fax: 860-240-5861 | jszerejko@murthalaw.com

MURTHACULLINA

Murtha Cullina LLP | Attorneys at Law | www.murthalaw.com
CityPlace 1, 185 Asylum Street | Hartford | CT | 06103-3469

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DOCKET NO: MMXCV196024475S

TOWN OF CROMWELL Et Al
V.
SCHULTZ, ROBERT R.

SUPERIOR COURT

JUDICIAL DISTRICT OF MIDDLESEX
AT MIDDLETOWN

6/25/2019

ORDER 427442

ORDER

ORDER REGARDING:
04/02/2019 100.36 MOTION FOR TEMPORARY INJUNCTION

All Parties Present. Plaintiff Present. Defendant Present.

The foregoing, having been considered by the Court, is hereby:

ORDER: GRANTED
Disposition: JDGACTP - JUDGMENT AFTER COMPLETED TRIAL TO THE COURT FOR THE
PLAINTIFF(S)

Short Calendar Results Automated Mailing (SCRAM) Notice was sent on the underlying motion.

427442

Judge: MATTHEW E FRECHETTE
Processed by: Suphi Philip

This document may be signed or verified electronically and has the same validity and status as a document with a physical (pen-to-paper) signature. For more information, see Section I.E. of the *State of Connecticut Superior Court E-Services Procedures and Technical Standards* (<https://jud.ct.gov/external/super/E-Services/e-standards.pdf>), section 51-193c of the Connecticut General Statutes and Connecticut Practice Book Section 4-4.

RETURN DATE: APRIL 23, 2019

TOWN OF CROMWELL, ET AL.	:	SUPERIOR COURT
v.	:	JUDICIAL DISTRICT OF MIDDLESEX
	:	AT MIDDLETOWN
ROBERT R. SCHULTZ	:	APRIL 2, 2019

**APPLICATION FOR TEMPORARY INJUNCTION AND ORDER TO
SHOW CAUSE**

The Plaintiffs, Town of Cromwell (the "Town") and Bruce Driska, the Development Compliance Officer of the Town of Cromwell (the "Compliance Officer") (collectively, the "Plaintiffs"), hereby make this Application for a Temporary and Permanent Injunction in accordance with its prayer for relief, and respectfully request that Orders be issued against the Defendant, Robert Schultz (the "Defendant"), as follows:

1. A Temporary and Permanent Injunction ordering the Defendant, as well as any and all of his agents, servants, employees, successors, and assigns, to do the following:

- a. Immediately cease and desist all activity on the parcel of real property owned by the Defendant known as 49 River Road, Cromwell, Connecticut (the "Property"), which is in violation of the Town of Cromwell, Connecticut Zoning Regulations (the "Zoning Regulations") and the Town of Cromwell, Connecticut Code of Ordinances (the "Code"), including, but not limited to:
 - i. The allowance of accumulated excess rubbish and bulky waste on the Property;
 - ii. The allowance of accumulated junk construction material and other nonfunctioning equipment on the Property;
 - iii. The allowance of accumulated junk tractors, boats, and other vehicles on the Property; and
 - iv. The storage of unregistered vehicles on the Property.

- b. In connection therewith, for any of the aforementioned items and materials that are being stored on the Property, all such items and materials shall be completely removed from the Property as soon as possible, but by no means later than thirty (30) days after the date of entry of this Order;
- c. Allow the Plaintiffs immediate access to the Property for such period of time as may be necessary to ensure that the violations of the Zoning Regulations and the Code on the Property are corrected as soon as possible as set forth in paragraphs 1.a. and 1.b. above;
- d. If the Defendant fails to remediate the violations of the Zoning Regulations and the Code on the Property as set forth in paragraphs 1.a. through 1.c. above within thirty (30) days of the date of entry of this Order, the Defendant, as well as any and all of his agents, servants, employees, successors, and assigns, shall allow the Plaintiffs immediate access to the Property for such a period of time as is necessary to remediate the violations of the Zoning Regulations and the Code at the Property through its own efforts; and
- e. Should the Plaintiffs have to remediate the violations of the Zoning Regulations and the Code on the Property as set forth in paragraph 1.d. above, the Plaintiffs shall recover from the Defendant monetary damages equal to the costs of carrying out the remediation through its own efforts, and may record a judgment lien on the Property in the amount of said damages until such amount has been paid to the Plaintiffs in full.

2. Pursuant to the Town of Cromwell Code of Ordinances § 97-9(B)(2), the Defendant shall pay to the Town:

- a. Civil penalties in an amount of One Hundred Dollars (\$100.00) per day that the above-referenced violation(s) existed on the Property, or as otherwise determined by this Court;
- b. Costs incurred by the Town for enforcement related to this action;
- and
- c. Reasonable attorney's fees.

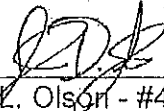
3. The Plaintiffs further respectfully request that the Temporary and

Permanent Injunction requested herein be issued without bond, as the Plaintiffs are a municipality and its agent and they are seeking to protect the public welfare. See Conn. Gen. Stat. § 52-472.

4. The Plaintiffs shall be granted such other relief as this Court deems just and equitable.

THE PLAINTIFFS – TOWN OF CROMWELL,
BRUCE DRISKA, DEVELOPMENT
COMPLIANCE OFFICER FOR THE TOWN
OF CROMWELL, AND WESLEY BELL,
DIRECTOR OF HEALTH FOR THE TOWN
OF CROMWELL

By



Kari L. Olson - #415367
kolson@murthalaw.com
Joseph D. Szerejko - #437426
jszerejko@murthalaw.com

Murtha Cullina LLP
CityPlace I – 185 Asylum Street
Hartford, Connecticut 06103
Telephone: 860.240.6000
Facsimile: 860.240.6150
Their Attorneys




CROMWELL POLICE DEPARTMENT

Denise Lamontagne
Chief of Police

MEMO

TO: Anthony Salvatore
Town Manager

FROM: Chief Denise Lamontagne 

SUBJECT: Educational Assistance

DATE: July 17, 2019

OK Anthony 7/19/19

Officer Pamela Young will be furthering hers education at the University of New Haven enrolling in the fall semester to attain her Masters of Science in Forensic Technology degree.

As per the collective bargaining agreement, upon successful completion of these courses she will be forwarding her grades and seeking up to \$1,000.00 reimbursement for each semester beginning August 26, 2019.

I have approved this request and I am now requesting this be placed on the next Town Council meeting agenda for discussion and approval.

attachment

cc: Officer Pamela Young
Marianne Sylvester, Director of Finance



CROMWELL POLICE DEPARTMENT

Denise Lamontagne
Chief of Police

TO: Chief Lamontagne
FROM: Officer Young
RE: Education
DATE: 07/17/19

Pursuant to Article 26 Section 1 of the Cromwell Police Union, NIPSEU contract, I am submitting this formal request to enroll in the University of New Haven's Masters of Science in Forensic Technology. This degree will consist of a maximum of 14 classes (42 credits). The coordinator advised me that she may be able to waive 4 classes based on my law enforcement training/experience. If this is the case, the program will be reduced to 10 classes (30 credits) that fall within the police science and/or criminal justice topics.

This degree is typically traditional semesters (fall and spring) if a student is attending on a full-time basis. However, since I will be attending on a part-time basis, I will only be taking two classes (6 credits) per semester. Doing classes at this rate, I was told that I could complete the degree in roughly two and a half years. I plan to begin in the Fall 2019 semester which starts on 08/26/19. I will be submitting proper documentation and requesting reimbursement upon completion of each class.



Officer Pamela Young #125



CROMWELL POLICE DEPARTMENT

Denise Lamontagne
Chief of Police

TO: Chief Lamontagne
FROM: Officer Young
RE: Master's Degree
DATE: 07/15/19

Chief,

Pursuant to Article 26 Section 1 of the NIPSEU Cromwell Police Union contract, I am requesting approval to enroll in Principles of Forensic Science 1 as part of my Master of Science Degree in Forensic Technology at the University of New Haven. This class would begin at the end of August and run through mid-December 2019.

Respectfully submitted,

Officer Pamela Young #125

15 JUL '19 AM 7:08



CROMWELL POLICE DEPARTMENT

Denise Lamontagne
Chief of Police

TO: Chief Lamontagne
FROM: Officer Young
RE: Master's Degree
DATE: 07/15/19

Chief,

Pursuant to Article 26 Section 1 of the NIPSEU Cromwell Police Union contract, I am requesting approval to enroll in Advanced Crime Scene as part of my Master of Science Degree in Forensic Technology at the University of New Haven. This class would begin at the end of August and run through mid-December 2019.

Respectfully submitted,

Officer Pamela Young #125

15 JUL '19 AM 7:08



Town of Cromwell Office of the Town Manager

Nathaniel White Building
41 West St
Cromwell, CT 06416

Anthony J. Salvatore, Sr.
Town Manager

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

To: Mayor Faienza
Town Council

From: Anthony J. Salvatore
Town Manager

RE: Proposed Transfer Station Rules Change

Date: September 3, 2019

I am requesting Town Council's consideration to the following below changes to the Transfer Station Rules:

BRUSH

Recommendation is a diameter of six (6) inches, plus or minus and a length of Eight (8) feet, plus or minus.

For contractors cleaning a Residents property, Resident must sign an affidavit that brush is coming from their property (as they do now) and accompany contractor to Transfer Station (new).

GRASS

Recommendation is that if a contractor is disposing of a resident's grass they shall follow the same procedure as stated above for brush (new).

Copy: Lou Spina, Director of Public Works
Carl Townsley, Transfer Station Foreman
Jon Harriman, Assistant Director Public Works



TRANSFER STATION - ONE DAY PASS

ISSUE DATE: ____ / ____ / 2019

ORIGIN OF MATERIAL(S):

NAME _____
RESIDENT OR ORGANIZATION

ADDRESS _____

TELEPHONE _____
RESIDENT OR ORGANIZATION

DESCRIPTION OF WASTE _____

Property Owner's Signature _____

I hereby declare the information provided for this application to be accurate. I also understand that making a false statement may be punishable by imprisonment and/or a fine, as stated in Section 53a-157 of the Connecticut General Statutes.

Carrier's Signature _____

I hereby declare the information provided for this application to be accurate. I also understand that making a false statement may be punishable by imprisonment and/or a fine, as stated in Section 53a-157 of the Connecticut General Statutes.

Office personnel fill in bottom portion

ISSUED BY _____

AUTHORIZED CARRIER:

NAME _____
AS IT APPEARS ON DRIVER'S LICENSE

ADDRESS _____

CITY/TOWN _____ TELEPHONE _____

VALID ON ANY DAY DURING NORMAL OPERATING HOURS - PASS EXPIRES 12/31/19
PASS TO BE USED IN ACCORDANCE WITH THE ACCEPTABLE ITEMS LIST AND MUST BE
ACCOMPANIED WITH RESIDENTS' TRANSFER STATION PASS
TRANSFER STATION HOURS: TUESDAY, THURSDAY, SATURDAY 8AM-3PM
DIRECT QUESTIONS TO PUBLIC WORKS (860) 632-3420 M-F 8:30AM-4:00PM



Town of Cromwell **Transfer Station Rules & Regulations**

TUESDAY, THURSDAY & SATURDAY
HOURS: 8:00AM - 3:00PM
PHONE # (860) 632-3420

**Transfer Station is located at 100 County Line Drive off Rte. 3 (Shunpike Rd)
at the Rocky Hill Border**

RULES AND REGULATIONS

For items requiring a pass, there is a fee of \$25.00; in the form of cash, check or money order payable to the Town of Cromwell. Each Cromwell residential property is permitted one pass per year. There is a charge of \$25 for lost passes.

Passes may be obtained at the Cromwell Town Hall Public Works Department, Monday - Friday 8:30 a.m.—4:00 p.m. Acceptable payment is cash, check or money order.

Passes may be obtained at the Transfer Station on Tuesdays, Thursdays & Saturdays 8:00 a.m. – 3:00 p.m. by check or money order. **NO** cash will be accepted at the Transfer Station.

Residents are required to present valid Driver's License / ID with current transfer station pass. The address on the pass must match the Driver's License / ID of vehicle occupant. Pass may be subject to confiscation by Transfer Station Operator(s) and may be returned only upon review by management. Non-residents property owners will not be permitted to access the Transfer Station.

Residents obtaining assistance in the transporting of materials from their residence must obtain a One Day Pass either at Town Hall Public Works Department or the Transfer Station. The One-Day Pass must be presented along with the resident's valid Transfer Station Pass to gain access to the facility.

No trucks or trailers exceeding 10' in length permitted. No hydraulic dump beds and/or hydraulic dump trailers will be allowed to operate in metal or C & D (Construction & Demolition) areas. Hydraulic dumps may be allowed in the brush area at the discretion of the Transfer Station Operator.

Violators of the Transfer Station policy(s) are subject to fines and/or loss of privileges.

Facility is DEEP permitted for Cromwell residential use only. No exceptions.

Unauthorized vehicles, non-residents are subject to criminal prosecution.

**FOR THEIR SAFETY AT THE TRANSFER STATION, CHILDREN UNDER 12 & PETS
MUST REMAIN IN VEHICLE AT ALL TIMES – NO EXCEPTIONS**

UNACCEPTABLE ITEMS

HOUSEHOLD TRASH (each resident is responsible to hire their own private trash hauler)

HOUSEHOLD HAZARDOUS WASTE (see Hazwaste Collection Handout provided at Transfer Station or the Cromwell Website: www.cromwellct.com)

PAINTS & STAINS: Oil Based paint / stains: oil-based paint and stains should be taken to a local Household Hazardous Waste collection center or one-day collection event.

GASOLINE

DIRT

STUMPS

ROCKS

ACCEPTABLE ITEMS

Transfer station operators may refuse any and all materials they deem to be unacceptable per DEEP permit compliance and vendor hauling restrictions

Items marked with an * (asterisk) require a pass

ANTI-FREEZE (Spent): Anti-freeze only (Maximum 5-gallons per day)

***APPLIANCES- FREON CONTAINING** : Air conditioners, dehumidifiers, freezers, and refrigerators, all doors must be removed - limit 2 items per day

USED BATTERIES (Used): Lead Acid- automobile, truck, motorcycle, boat etc, Nickel Cadmium- Cell phones with or without batteries (alkaline batteries may be thrown in the household trash or taken to the HHW events)

BRUSH: Brush and tree limbs - maximum length 8'

***C & D**: (Construction & Demolition) materials - 8' length maximum, roofing & siding - 1 square per day - Total load is limited to 3 cubic yards per day

***CLEAN-CONCRETE**: ONLY Concrete, bricks & asphalt (No dirt, metal, wood, etc.) - 3 cubic yards maximum per day

***CLEAN WOOD**: Non-painted, non-stained & non-treated wood. —placed in designated area.

CLOTHES AND SHOES: Clean garments only in plastic bags - place inside clothing container (no loose clothing or shoes)

COOKING OIL: Used – Pour oil in tank provided. (Maximum of 5 gallons per day)

CORRUGATED CARDBOARD: Flattened and place in recycling container

ELECTRONICS: Computers, Computer Monitors, Computer Mice, Computer Keyboards, Printers, TV's, VCR's, and DVD Players - Place in E-Waste container

FLOURESCENT BULBS (Spent): Place in designated container.

GLASS FOOD CONTAINERS: Place in recycling container (containers must be rinsed and contaminate free)

LEAVES: Unbagged, dumped in assigned area

MATTRESSES & BOX SPRINGS: Place in container provided. (Limit 6 units per year)

METAL FOOD CONTAINERS: Place in recycling container (containers must be rinsed and contaminate free)

***MSW: (oversized)** Household furniture, non-metal fixtures etc.

NEWSPAPER: Place in recycling container

OIL (Used): Crank case, transmission, kerosene, diesel and hydraulic - not from machines
(Maximum of 5 gallons per day)

OIL FILTERS (Used): Drain oil into oil tank provided at facility before discarding into oil filter recycle barrel

PLASTIC CONTAINERS (coded #1 thru #7 within recycling triangle on container) ONLY:
Place in recycling container

PROPANE TANKS (Empty): Limit of 2 – 20lb or smaller cylinders per day

PHONE BOOKS/MAGAZINES: Assorted catalogs & magazines accepted- place in recycling container

SCRAP METAL: Bicycle, tools, water heaters, lawn chairs, bed frames, washers, dryers, microwaves
(all non-metal materials must be removed prior to dumping)

***TIRES:** Maximum of 4 tires per day. (Maximum 12 per year. Tires up to 23", high performance passenger tire and 19.5" light truck are acceptable. ALL TIRES MUST BE OFF RIMS.

ALTERNATE SITES FOR DISPOSAL - Information on this service is provided as a courtesy and in no way implies Town of Cromwell endorsement.

Demolition and Bulky Waste:

CWPM

Christian Lane, Berlin, CT

(860) 828-1162 for information

Website: cwpm.net

Hours of Operation:

Monday-Friday 5:00 a.m. – 3:30 p.m.

Saturday 5:00 a.m. – 10:30 a.m.

**TOWN OF CROMWELL
TOWN COUNCIL REGULAR MEETING
WEDNESDAY, JULY 10, 2019
7:00 P.M. TOWN HALL COUNCIL CHAMBERS**

RECEIVED FOR RECORD
JUL 12 2019 03:45P
BEN AHLQUIST
TOWN CLERK
CROMWELL, CT

MINUTES

Present: Mayor Faienza, Deputy Mayor R. Newton, F. Emanuele, J. Donohue,
A. Waters, J. Demetriades

Absent: M. Johnson

Also Present: Town Manager A. Salvatore, Senior/Human/Youth Services Director A. Saada, Revenue Collector D. Sienna, Chief of Police D. Lamontagne, Finance Director M. Sylvester, and Director of Public Works L. Spina

A. CALL TO ORDER

Mayor Faienza called the Regular Meeting to order at 7 p.m.

B. PLEDGE OF ALLEGIANCE

J. Demetriades led the Pledge of Allegiance.

C. APPROVAL OF AGENDA

Mayor Faienza added under K. Financial, 4. Discussion and action to approve Interdepartmental Transfers as attached to minutes. Change M. New Business to Resignations, 1. Mattabassett District Representative, a. Tom Tokarz.

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

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

D. NEW BUSINESS

1. Discussion and possible action for Tax Deferral Appeal.
Director A. Saada presented the request. Town Manager Salvatore recommended that the deferral be granted.

Motion made by R. Newton seconded by A. Waters and *unanimously carried* to approve the exception and grant the Tax Deferral.

2. Discussion and possible action for Revenue Collector to collect \$20.00 for immediate lean releases.
Revenue Collector D. Sienna presented the request.

Motion made by A. Waters seconded by R. Newton and *unanimously carried*

to allow the Revenue Collector to impose the cost of \$20.00 to immediately release liens; pending statue review.

E. COMMISSION CHAIRMAN REPORTS/LIASON REPORT/STAFF REPORTS

None

F. CITIZEN COMMENTS

1. Rich Waters, South Street - Spoke regarding road paving.

G. MAYOR'S UPDATE

Mayor Faienza reported:

- The Regular August Town Manager's Meeting will be canceled.
- A Special Meeting will be held toward the end of August for the Town Manager's yearly review, which is per his contact. If you need information please let me know and it will be provided. Tony will submit his annual self-evaluation.
- Traveler's Championship was a great success, I have heard nothing but great things.
- The 2019 Mayor's Gala will be held on September 28th at the TPC's new clubhouse. Proceeds from this year's event will benefit Adelbrook of Cromwell. The award recipients this year are Rich Donohue for Humanitarian/Civil Award. Rich Donohue for all he does for our town when it comes to the Arts, History and giving of his time. The second award is for Volunteerism and that will be presented to two individuals that have done a great deal to help make our town a better place; Jeff and Heather Polke.
- The Grand Opening of Connecticut Dermatology, 1 Willowbrook Road, Suite #2 is being held next Thursday July 18th at noon.

H. TOWN MANAGER'S UPDATE

Town Manager Salvatore reported:

- Gave kudos to all that were involved in the Traveler's Championship.
- Congratulated the Finance Department for receiving the GFOA Certificate of Achievement for Excellence in Financial Reporting for FY ending in 2018.
- Presented image of message board that will be installed at RT3 and 372.
- Presented image of sign that will be installed at County Line Road.
- The Christmas tree was replaced and electricals installed on WW1 Green across from the Police Department.
- Informed the Council that a Vietnam-era Veterans Recognition will be held on July 22nd at CHS at 5:00 p.m.
- Last Wednesday's movie night was a great success. The Recreation Department will be alternating movies and concerts on Wednesday evening throughout the summer.
- The area was leveled and seeded in the overflow parking area of Frisbee Park.

- They are looking at options to either replace or remove the wall on the corner of Iron Gate and Main Street.
- A staff meeting was held earlier in the week. It was the best one yet. He was pleased to report that Staff is really working together to provide better services to the town.
- The Library opened Monday. Kudos to Library Director Canney and Asst. Public Works Director Harriman for their efforts during the construction.
- Human Services had a two-day food drive at the new Shop-Rite. Over 600 pounds of food was collected along with some cash.
- Our recent Medical Insurance change over didn't go as smoothly as he would have liked. They are still working to iron out some issues.
- CIRMA our Worker's Compensation carrier notified us that we will be receiving a refund check for a little over \$49,000 because of a good experience year.
- He is pleased to report he contacted the DOT regarding the need of a review of the Route 9, exit 19 area to reduce the congestion in that area. They will review the request and have issued a (proposed) project number. They wish to provide updates to the Town Manager only.

I. CHIEF OF POLICE'S UPDATE

Chief Lamontagne reported:

- June statistics provided
- Officer Lima graduated the academy June 26th and in the FTO program.
- Officer Dean and Officer Chater have completed their FTO program and are now on their own.
- We are currently in the process of hiring 3 officers for the October academy.
- We have hired a dispatcher who is a former employee.
- Travelers Golf Tournament- a tremendous event that was a muddy event midweek. We altered some of the parking and on Saturday and Sunday traffic was changed which helped significantly in assisting exiting traffic. Thank you: all the members of the Cromwell Police Department, Cromwell Public Works Department, all the police agencies who helped, the National Guard, Arborio Corporation. A special thank you to Margie Dellafiore and Mary Niver who processed all of the payroll. I want to commend Captain Kevin VanderSloot for all the pre-tournament scheduling, coordinating and assistance he provided the tournament. The behind the scenes operation was exceptional.
- Officer Carlson and Officer Wobrock assisted on the river with Middletown fireworks.

J. FINANCE DIRECTOR'S UPDATE

Finance Director Sylvester reported:

- They are working on closing out FY 18/19
- An operating surplus is expected due to tax collection, building permits and state aid exceeded budgeted amount.
- The Auditors are on site this week.

K. FINANCIAL

1. Budget Reports

2. Tax Refunds

Motion made by A. Waters seconded by J. Demetriades and *unanimously carried* to approve tax refunds 1-6.

3. Discussion and action to approve \$8,550 appropriation from Capital Non-Recurring for 2019 Bulletproof Vest Grant Partnership Grant (50% will be reimbursed to the Town).

Chief Lamontagne presented the request.

Motion made by F. Emanuele seconded by R. Newton and *unanimously carried* to approve \$8550.00 appropriation form CNR for Bulletproof Vest Grant Partnership Grant.

4. Discussion and action to approve Interdepartmental Transfers as attached to minutes.

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

L. PUBLIC WORK'S DIRECTOR UPDATE

Director Spina reported:

- DPW Facility - Relocation of transfer station is progressing; anticipate making applications to inland wetlands and planning & zoning this month.
- Coles Road - ready to advertise for bids as soon as DOT project authorization letter is received - should be here any day now. Hope to start later this year.
- North Road Extension Bridge Replacement - variance approved by ZBA last night (lot size reduction on private property to accommodate bridge). 90% design plans submitted to DOT last week. Construction in 2020.
- Library - renovated portions of the library are now open. Expansion should complete early August

- Cromwell Landing - We had to remove 31 trees late last month that were diseased with Emerald Ash Borer. We did treat some that we hope to save.
- Valor Green -the Veteran's Memorial is substantially complete. Most of work done prior to July 4th.
- Dog Park - crews out repairing the walking trail.

M. RESIGNATIONS

1. Mattabassett District

a. Tom Tokarz

Motion made by R. Newton seconded by A. Waters and *unanimously carried* to accept Mr. Tokarz' s resignation with regret.

N. APPROVAL OF MINUTES

1. Regular Meeting, May 8, 2019 -Tabled

Motion made by R. Newton seconded by F. Emanuele and *carried* to remove from the table.

This item was tabled to give M. Johnson a chance to find an item that he was questioning. Since he is not in attendance this evening the Council decided to approve the minutes.

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

Abstained: J. Donohue (was not a member of the Council at this meeting)

Motion made by R. Newton seconded by F. Emanuele and *carried* to approve the minutes of May 8, 2019.

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

Abstained: J. Donohue (was not a member of the Council at this meeting)

2. Regular Meeting, June 12, 2019

Motion made by R. Newton seconded by A. Waters and *unanimously carried* To approve the minutes of June 12, 2019.

O. COUNCIL LIAISON REPORTS

A. Waters-Historical Society

J. Donohue-Fire Commission

E. Faienza-Working with Chairman Camilleri and the Board of Education on a Cultural Diversity Program on a Community level.

R. Newton -Cromwell Water Pollution Control Authority

F. Emanuele-Board of Education

J. Demetriades-Planning and Zoning, Committee to Support People with Disabilities, LGBTQ Committee and the Cromwell Creative District.

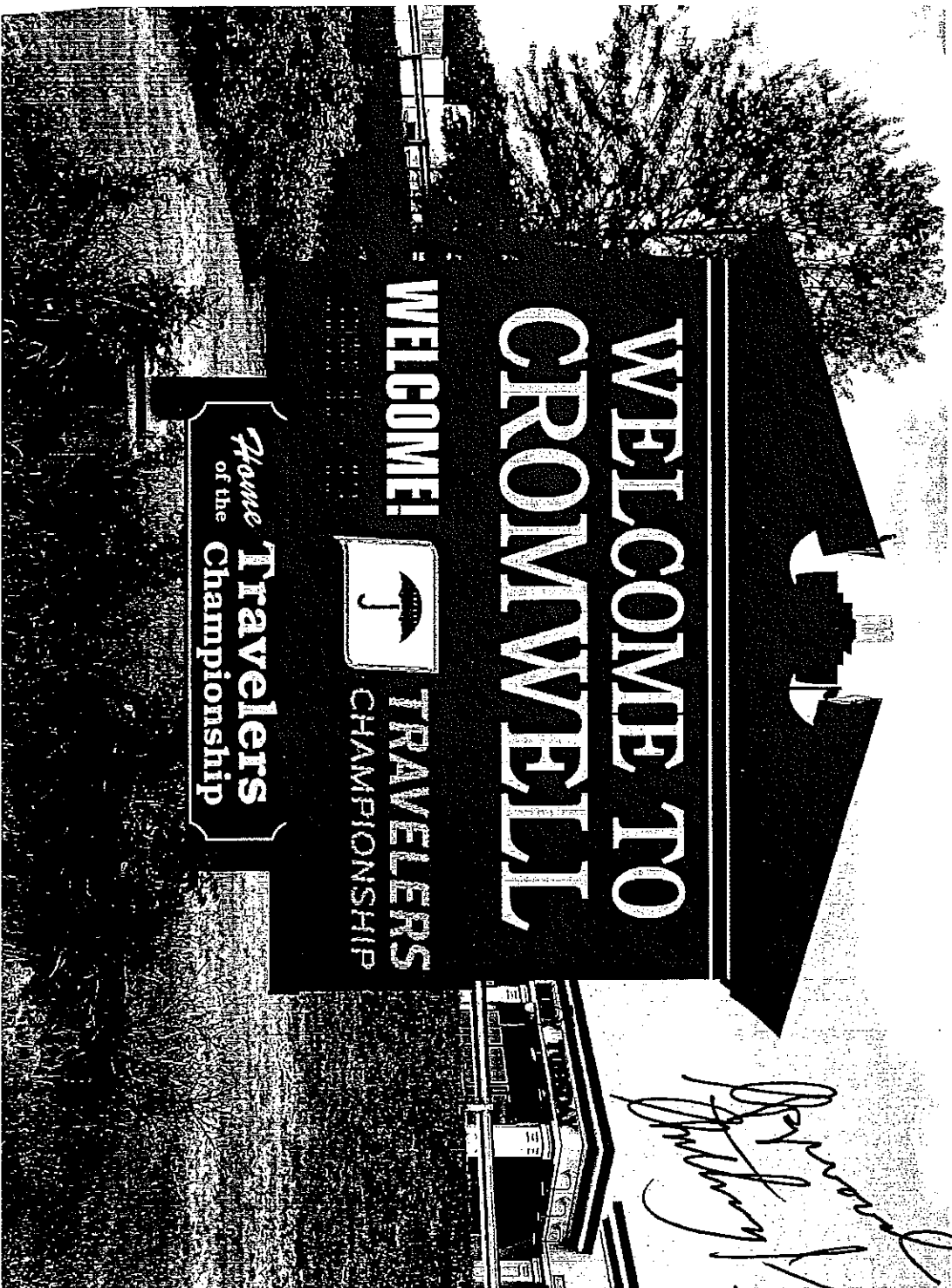
P. ADJOURN

Motion made by J. Donohue seconded by A. Waters and *unanimously carried* to adjourn at 8:21 p.m.

Respectfully submitted,



Re Matus
Secretary



Approved by
6/19/2019

Photo rendering is only conceptual. Actual size ratio and color may differ slightly from finished sign.

Customer Approval: ☐ APPROVED ☐ APPROVED AS NOTED ☐ REVISE & RESUBMIT

PRINT SIGN DATE

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Design option : B3

Main

- ☐ Pantone 294 c
- ☐ Pantone 285 cp
- ☐ Pantone 7401 cp
- ☐ Black
- ☐ White

Rider panel

- ☐ Pantone 477 c
- ☐ Pantone 7401 cp

Town of Cromwell

Project Address:
 Cromwell, CT

SPI WO #:49229
 Issue Date: May 22, 2019

Salesperson: Bruce Conneau
 Designer: KRC

DRAWINGS ARE NOT TO SCALE
 UNLESS OTHERWISE NOTED

SPI Revisions:
 Rev1 KRC 05/30/2019
 Rev2 KRC 06/19/2019

SIGN PRO
 60 Westfield Drive
 Plantsville, CT 06479
 860.229.1812
 signpro-usa.com



SIGN TYPE
 Exterior

PAGE
 3 of 4

Town of Cromwell

Project Address:
Cromwell, CT

SPI WO #: 17156
Issue Date: June 18, 2019

Salesperson: Bruce Cormeau
Designer: KRC

DRAWINGS ARE NOT TO SCALE
UNLESS OTHERWISE NOTED

SPI Revisions:



Design option : A

Cabinet

- 84" H x 84" W
- Square feet: 49
- Double sided
- Aluminum construction

Panels

- Level 1: 12" H x 78" W
- Level 2: 8.25" H x 78" W
- Level 3: 8.25" H x 38.5" W

Posts

- 8" H x 8" W Post with decorative cap and footer
- 30" H x 20" W Base with 2" cap
- Faux stone veneer

Quantity: 1

Customer Approval: ☐ APPROVED ☐ APPROVED AS NOTED ☐ REVISE & RESUBMIT

PRINT

SIGN

DATE

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60 Westfield Drive
Plantville, CT 06479
860.229.1812



SIGN TYPE
Monument

PAGE

2 of 3

Salvatore, Anthony

From: Washburn, Marissa <Marissa.Washburn@ct.gov>
Sent: Wednesday, June 26, 2019 9:32 AM
To: 'Robert Haramut'; Salvatore, Anthony
Cc: Wynkoop, Edgar A; Sabourin, Edward
Subject: RE: Cromwell RT 9 Project

Good Morning Robert and Town Manager Salvatore,

This email is to inform you that the CTDOT's Highway Management Unit (formerly the Project Development Unit) has initiated a review of the Route 9 Exit 19 area with the intention of scoping congestion improvements. While we have begun to gather information and analyze the existing conditions in the area, there is currently no schedule for when our analysis will be complete or when conceptual improvements may be identified. The HMU will periodically provide updates to the Town of Cromwell via Town Manager Salvatore as our progress develops and we encourage the Town to reach out to us if they have any questions. This concept can be referenced as PP_033_006 (proposed project) in all future communications.

Thank you,
Marissa

Marissa L Washburn P.E.
Project Manager
Highway Management Unit
Connecticut Department of Transportation
2800 Berlin Turnpike, Room 4414
Newington, CT 06131
Phone: (860) 594-3358

From: Robert Haramut <RHaramut@rivercog.org>
Sent: Thursday, May 23, 2019 1:15 PM
To: Washburn, Marissa <Marissa.Washburn@ct.gov>
Cc: Wynkoop, Edgar A <Edgar.Wynkoop@ct.gov>
Subject: Cromwell RT 9 Project

Hi Marissa,

A while back, at the annual capital program meeting, you mentioned contacting the PCU regarding potential future projects. The Cromwell Town Manager and others in town have concerns about the RT 9 exit 19 ramp with RT 371/RT 3 and delay at this intersection. I think this may have been studied as part of project 82-279 in the early 2000s but cannot seem to find any specifics. Can the PCU take a look at the intersection and provide any thoughts on what could possibly be done to alleviate congestion in this area? Anthony Salvatore is the Town Manager and can be reached at asalvatore@cromwellct.com or (860) 632-3412 if you wish to speak with him directly regarding his specific concerns. He says the right off the ramp followed by the right onto RT 3 creates much of the delay problems in the area. Any suggestions on how to proceed would be appreciated. If you have any questions or need additional information, please contact me. Thanks.

Rob

Robert Haramut, Senior Transportation Planner

Incident Statistics Report

06/01/2019 00:00 Thru 06/30/2019 23:59

Call Type Description	Total for Period
911 Hang Up Call	11
Administrative Matter	12
Alarm - All types	29
ALARM-FALSE BILLABLE	44
All Other Offenses	2
Animal Complaint	40
Assist Motorist	28
Assist Other Agency	28
Car Seat Installation	4
CAR WASH	54
Civil Matter	1
Credit Card/ATM Fraud	2
Criminal Mischief / Vandalism	1
Dis Conduct/BOP	1
Domestic Incident	5
Drug/Narcotic Violation	1
DUI	3
Escort	3
Family Offenses, Nonviolent	3
Fingerprinting	31
FV Protocol / P.A.	5
Harrassing Phone Calls	1
Identity Theft	6
Impaired / Intox Person	3
Juvenile Incident	6
K-9 Assist	6
Larceny - From Building	4
Larceny - From MV	1
Larceny -Shoplifting	22
Larceny- Other	5
Medical Emergency	60
MV Accident	34
MV Abandoned	2
MV Parking Violation	19
MV Theft	1
MV Violation	143
MVA NR PRIV PROP	16
Neighbor Dispute	2
Noise Complaint	14

Incident Statistics Report

06/01/2019 00:00 Thru 06/30/2019 23:59

Call Type Description	Total for Period
Nursing Home Fax Report	3
Property Check	279
Property Lost/Found	17
Property Seized	1
Record Only Call	12
Road Cond/TCS Out	13
See Complainant	35
Serve Warrant INFO	8
Suspicious Activity	52
TEST CALL	3
Threaten/Harass/Intimidation	1
Town Ordinance	1
Traffic Assignment	27
Trespassing	5
Unfounded Complaint	17
Untimely Death	2
Unwanted Person	6
Weapon Law Violations	1
Well Being Check	14
Total:	1150

TOWN OF CROMWELL

DATE: JULY 9, 2019

TO: ANTHONY SALVATORE, TOWN MANAGER

FROM: MARIANNE SYLVESTER, FINANCE DIRECTOR

RE: INTERDEPARTMENTAL TRANSFERS

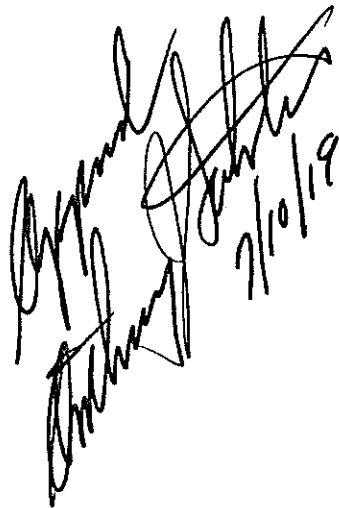
I would like to request Town Council and Board of Finance approval for the following interdepartmental transfers.

To: Elections (Registrar of Voters)	\$650.00
From: General Expense	\$650.00

To: Legal Expense	\$10,000.00
From: Insurance Expense	\$10,000.00

To fund unanticipated expenses due to additional requirements in the Elections Department and regarding legal matters.

Thank you.


7/10/19

TOWN OF CROMWELL
TOWN COUNCIL
SPECIAL MEETING AUGUST 28, 2019
5:30 P.M. TOWN HALL COUNCIL CHAMBERS

MINUTES

Present: Mayor E. Faienza, Deputy Mayor R. Newton, J. Donohue, F. Emanuele,
J. Demetriades, A. Waters, M. Johnson (arrived at 5:36 p.m.)

Absent:

Also Present: Town Manager A. Salvatore

A. CALL TO ORDER

Mayor Faienza called the Special Meeting to order at 5:30 p.m.

B. EXECUTIVE SESSION

1. Personnel Matter
 - a. Town Manager's Annual Review
 1. Performance Evaluation
 2. Term of Employment
 3. Salary

Motion made by A. Waters seconded by F. Emanuele and *unanimously carried*
to go into Executive Session to discuss the above items at 5:30 p.m.

Town Manager A. Salvatore was invited into Executive Session.
M. Johnson arrived at 5:36 p.m.

Motion made by A. Waters seconded by R. Newton and *unanimously carried*
to come out of Executive Session at 7:59 p.m.

- a. Town Manager's Annual Review
 1. Performance Evaluation

Motion made by R. Newton seconded by F. Emanuele and *carried* to move that
we establish that the performance review of the Town Manager for the past
year was a good one.

Aye: A. Water, J. Donohue, E. Faienza, R. Newton, F. Emanuele, J. Demetriades

Nay: M. Johnson

Motion carried

2. Term of Employment

Motion made by R. Newton seconded by F. Emanuele and *carried* to extend the contract of the Town Manager for a period of two (2) years from the end of current contract (August 2022)

Aye: J. Donohue, E. Faienza, R. Newton, F. Emanuele,

Nay: A. Waters, M. Johnson, J. Demetriades

Motion carried

3. Salary

Motion made by R. Newton seconded by F. Emanuele and *carried* to increase the salary of the Town Manager for the next year of the contract, retro to August 16, 2019, to \$150,000 per year.

Aye: J. Donohue, E. Faienza, R. Newton, F. Emanuele,

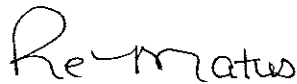
Nay: A. Waters, M. Johnson, J. Demetriades

Motion carried

C. ADJOURN

Motion made by D. Newton seconded by F. Emanuele and *unanimously carried* to adjourn at 8:06 p.m.

Respectfully submitted,



Re Matus
Secretary



RSM US LLP

June 17, 2019

157 Church Street, 11th Floor
New Haven, CT 06510

Town Council
Town of Cromwell, Connecticut
41 West Street
Cromwell, CT 06416

O +1 203 773 1909
F +1 203 773 0591

www.rsmus.com

Attention: Mr. Enzo Faienza, Mayor

This letter is intended to communicate certain matters related to the planned scope and timing of our audit of the Town of Cromwell, Connecticut's financial statements and compliance as of and for the year ending June 30, 2019.

Communication

Effective two-way communication between our Firm and the Town Council is important to understanding matters related to the audit and developing a constructive working relationship.

Your insights may assist us in understanding the Town of Cromwell, Connecticut and its environment, identifying appropriate sources of audit evidence and providing information about specific transactions or events. We will discuss with you your oversight of the effectiveness of internal control and any areas where you request additional procedures to be undertaken. We expect that you will timely communicate to us any matters you consider relevant to the audit. Such matters might include strategic decisions that may significantly affect the nature, timing and extent of audit procedures, your suspicion or detection of fraud or abuse, or any concerns you may have about the integrity or competence of senior management.

We will timely communicate to you any fraud involving senior management and other known or likely fraud, noncompliance with provisions of laws, regulations, contracts or grant agreements or abuse that are likely to have a material effect on the financial statements. We will also communicate illegal acts, instances of noncompliance, fraud or abuse that come to our attention (unless they are clearly inconsequential), and disagreements with management and other serious difficulties encountered in performing the audit. We also will communicate to you [and to management] any significant deficiencies or material weaknesses in internal control that become known to us during the course of the audit. Other matters arising from the audit that are, in our professional judgment, significant and relevant to you in your oversight of the financial reporting process will be communicated to you in writing after the audit.

Independence

Our independence policies and procedures are designed to provide reasonable assurance that our firm and its personnel comply with applicable professional independence standards. Our policies address financial interests, business and family relationships, and non-audit services that may be thought to bear on independence. For example, without our permission no partner or professional employee of RSM US LLP is permitted to have any direct financial interest or a material indirect financial interest in a client or any affiliate of a client. Also, if an immediate family member or close relative of a partner or professional employee is employed by a client in a key position, the incident must be reported and resolved in accordance with firm policy. In addition, our policies restrict certain non-audit services that may be provided by RSM US LLP and require audit clients to accept certain responsibilities in connection with the provision of permitted non-attest services.

THE POWER OF BEING UNDERSTOOD
AUDIT | TAX | CONSULTING

The Audit Planning Process

Our audit approach places a strong emphasis on obtaining an understanding of how your entity functions. This enables us to identify key audit components and tailor our procedures to the unique aspects of your operations. The development of a specific audit plan will begin by meeting with you and with management to obtain an understanding of business objectives, strategies, risks and performance.

As part of obtaining an understanding of your organization and its environment, we will obtain an understanding of internal control. We will use this understanding to identify risks of material misstatement and noncompliance, which will provide us with a basis for designing and implementing responses to the assessed risks of material misstatement and noncompliance. We will also obtain an understanding of the users of the financial statements in order to establish an overall materiality level for audit purposes. We will conduct formal discussions among engagement team members to consider how and where your financial statements might be susceptible to material misstatement due to fraud or error or to instances of noncompliance, including abuse.

The Concept of Materiality in Planning and Executing the Audit

We apply the concept of materiality in both planning and performing the audit, evaluating the effect of identified misstatements or noncompliance on the audit and the effect of uncorrected misstatements, if any, on the financial statements, forming the opinion in our report on the financial statements, and determining or reporting in accordance with *Government Auditing Standards* and other compliance reporting requirements. Our determination of materiality is a matter of professional judgment and is affected by our perception of the financial and compliance informational needs of users of the financial statements. We establish performance materiality at an amount less than materiality for the financial statements as a whole to allow for the risk of misstatements that may not be detected by the audit. We use performance materiality for purposes of assessing the risks of material misstatement and determining the nature, timing and extent of further audit procedures. Our assessment of materiality throughout the audit will be based on both quantitative and qualitative considerations. Because of the interaction of quantitative and qualitative considerations, misstatements of a relatively small amount could have a material effect on the current financial statements as well as financial statements of future periods. We will accumulate misstatements identified during the audit, other than those that are clearly trivial. At the end of the audit, we will inform you of all individual uncorrected misstatements aggregated by us in connection with our evaluation of our audit test results.

Our Approach to Internal Control and Compliance Relevant to the Audit

Our audit of the financial statements, including compliance, will include obtaining an understanding of internal control sufficient to plan the audit and determine the nature, timing and extent of audit procedures to be performed. An audit is not designed to provide assurance on internal control or identify significant deficiencies or material weaknesses. Our review and understanding of the entity's internal control is not undertaken for the purpose of expressing an opinion on the effectiveness of internal control.

We will issue reports on internal control related to the financial statements and major programs. These reports describe the scope of testing of internal control and the results of our tests of internal control. Our reports on internal control will include any significant deficiencies and material weaknesses in the system of which we become aware as a result of obtaining an understanding of internal control and performing tests of internal control consistent with the requirements of *Government Auditing Standards* issued by the Comptroller General of the United States, the Single Audit Act, and *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* at 2 CFR 200 (Uniform Guidance) and the Connecticut State Single Audit Act.

We will issue reports on compliance with laws, statutes, regulations, and the terms and conditions of federal awards. We will report on any noncompliance that could have a material effect on the financial statements and any noncompliance that could have a direct and material effect on each major program. Our reports on compliance will address material errors, fraud, abuse, violations of compliance requirements, and other responsibilities imposed by state and federal statutes and regulations and

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assumed contracts; and any state or federal grant, entitlement or loan program questioned costs of which we become aware, consistent with the requirements of the standards identified above.

Timing of the Audit

We have scheduled preliminary audit field work for July 8, 2019, with final field work commencing the week of September 30, 2019. Management's adherence to its closing schedule and timely completion of information used by us in performance of the audit is essential to timely completion of the audit.

Closing

We will be pleased to respond to any questions you have about the foregoing. We appreciate the opportunity to be of service to the Town of Cromwell, Connecticut.

This communication is intended solely for the information and use of the Town Council and is not intended to be, and should not be, used by anyone other than this specified party.

RSM VS LLP