

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

**REGULAR MEETING AGENDA
Wednesday, November 9, 2022 at 7:00 p.m.**

- A. CALL TO ORDER**
- B. PLEDGE OF ALLEGIANCE**
- C. APPROVAL OF AGENDA**
- D. POLICE COMMENDATIONS**
- E. COMMISSION CHAIRMAN REPORTS/LIAISON REPORT/STAFF REPORTS**
 - 1. CMS Building Committee**
 - a. Approval of Resolution for CMS Building Committee**
- F. MAYOR'S UPDATE**
- G. TOWN MANAGER'S UPDATE**
- H. APPROVAL OF TOWN MANAGER'S APPOINTMENT OF FINANCE DIRECTOR**
- I. FINANCIAL/FINANCE DIRECTOR'S UPDATE**
 - 1. Budget Report**
 - 2. Tax Refunds**
 - 3. Discussion and possible action to allocate \$200,000 from ARPA Funds for Henderson Field Lighting as requested by Cromwell Little League**
 - 4. Discussion and possible action to appropriate \$200,000 within the CNR Fund for a two-stage project for the Multipurpose Field Project at Cromwell High School**
- J. CHIEF OF POLICE'S UPDATE**
- K. PUBLIC WORKS DIRECTOR'S UPDATE**

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41 WEST STREET, CROMWELL, CT 06416**

- L. CITIZEN COMMENTS** *(limited to 2 minutes per speaker, please be respectful)*
- M. NEW BUSINESS**
 - 1. Review and Approve 2023 Meeting Schedule
- N. APPROVAL OF MINUTES**
 - 1. October 12, 2022 Regular Meeting Minutes
- O. RESIGNATIONS**
- P. APPOINTMENTS**
 - 1. Board of Finance, Julia L Aurigemma (R), Alternate Member for a term expiring 11/2023
- Q. INFORMATIONAL ITEMS**
 - 1. Streets and Sidewalks (grass clippings)
 - 2. Memorandum of Agreement regarding Police Schedule
- R. ADJOURN**




CROMWELL POLICE DEPARTMENT

Denise Lamontagne
Chief of Police

MEMO

TO: Anthony Salvatore
Town Manager

FROM: Chief Denise Lamontagne 

SUBJECT: Commendations

DATE: November 2, 2022

I am requesting commendations be added to the Town Council agenda on November 9, 2022.

The commendations are:

Detective Elizabeth Jones: Medal of Outstanding Service (2 awards)

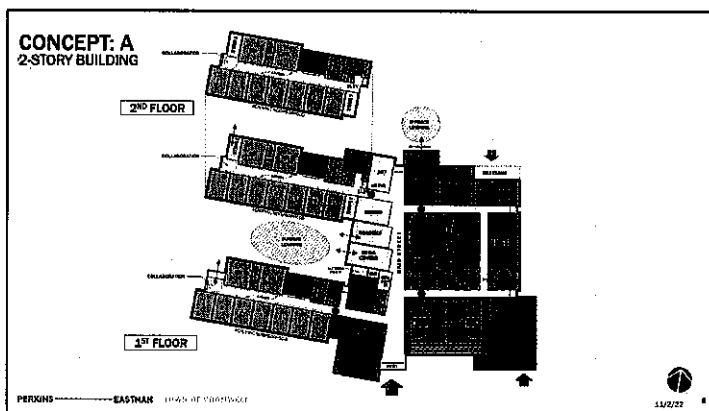
Sergeant William Kogut: Letter of Commendation



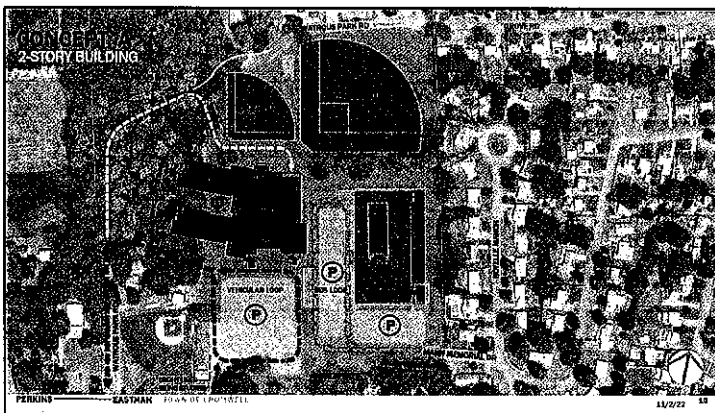
Town Council Report
November 9, 2022
As of 11/3/22

The Building Committee is reviewing potential site plans for the new Cromwell Middle School and Board of Education Central offices. The architect, Perkins Eastman, further developed what they noted as Options 1A and 1B. You can review the [presentation here](#) that lays out all the options. Traffic studies will be conducted to determine what entrance may be better, Geer Street or Watrous Park Road.

At the Nov. 2 meeting, the committee voted to move forward with the below building layout option. The committee will continue to refine this base concept.



Perkins Eastman also provided the updated site plan to accompany this layout.



Perkins Eastman began CMS teacher and staff workshops last month to better understand the educational programming and organization of the school. Many important points were discussed from setup and size of a robotics classroom to durable materials for ease of maintenance and cleaning. We look forward to continuing these discussions.

The Committee established a Design Sub-committee to more efficiently make decisions through the design process. The subcommittee will be responsible for but not limited to:

- Coordinating meetings with faculty and town
- Making basic selection of material
- Providing design suggestions to the committee
- Developing timelines for information gathering
- Researching different design options to narrow down big ticket items

In October, the Building Committee toured the following schools: Beman Middle School, Middletown; Ledyard Middle School, Gales Ferry; and Francis T. Walsh Middle School, Brandford. The Committee has been able to gather a lot of information from these recent school projects.

The committee will also complete the RFQ process for the Construction Manager and the Commissioning Agent this month.

There is an agenda item for tonight's meeting to clarify verbiage in the Town Council resolutions from Dec. 8, 2021 and May 11, 2022 regarding the CMS and Central Office project. This is to ensure the State of Connecticut understands that it was the intent of the council to include the Central Offices as part of the project.

This Month's Meetings

Wednesday, Nov. 16, 7 p.m. CHS Media Center

Wednesday, Nov. 22, 7:30 p.m. CHS Media Center (Special Meeting)

Wednesday, Nov. 30, 7 p.m. CHS Media Center

The Building Committee meets approximately every other week on Wednesdays at Cromwell High School and welcomes feedback from the community. To provide feedback you may give public comment at a meeting or email CMSBuildingCommittee@gmail.com.

Respectfully Submitted,
Rosanna Glynn
Chair, CMS Building Committee

From: Rosanna Glynn <rcglynn77@gmail.com>
Sent: Friday, October 28, 2022 2:48 PM
To: Butkus, John <John.Butkus@arcadis.com>
Cc: Shannon Hughes-Brown <shannon.m.hughes@gmail.com>; Calve, Amanda <acalve@cromwellct.com>; Sifuentes, Emily <Emily.Sifuentes@arcadis.com>
Subject: Re: Town Council Resolution wording

Amanda can we add this to the Nov 11 TC agenda (word for word)? thanks!

Rosanna Glynn

On Oct 28, 2022, at 1:57 PM, Butkus, John <John.Butkus@arcadis.com> wrote:

After discussing the Council resolution problems with OSCGR staff today, my suggested "fix" language is below:

Resolved:

Concerning the resolution made on December 8, 2021 designating a **"building committee"** and the resolutions made on May 11, 2022 concerning authorization for the Superintendent of Schools **"to apply to the Commissioner of Administrative Services"** for a grant and authorizing **"at least the preparation of schematic drawings and...specifications"**, the Council affirms the intent of these actions was to **authorize both the new Middle School and the co-located Board of Education Central Office components of the project.**

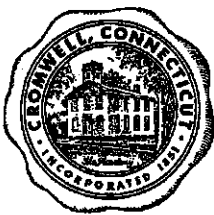
Jack

John J. Butkus, AIA | Licensed Architect CT / NH | CT Building Official (Ret)
Senior Program Manager
Arcadis U.S., Inc.
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Town of Cromwell

Office of the Town Manager

TOWN MANAGER'S REPORT

Date: November 2, 2022

To: Members of the Town Council

From: Anthony J. Salvatore, Town Manager

Subject: Town Manager's Report for 11/2/2022 Town Council Meeting

- We are moving along with Climate/Culture Study. We are planning to have Marianne Sylvester continue to represent the Town with the selected firm regarding the Study.
- We are continuing to move forward with the Cromwell Middle School Project. We have received proposals for the Construction Manager. The interviews for the firms are scheduled for November 21, 2022.
- The Town and our IT Consultant have reached a solution and agreement regarding streaming and storing recordings of meetings on YouTube. There is now a link on the front page of the Town's website to access video/audio recordings of Town Council, Board of Finance, and Planning and Zoning Commission.
- I attended Trick R Trunk on Saturday, October 22nd. It was well organized and very well attended. I commend all Town staff who participated.
- The IUOE Local #30 (Blue Collar) union contract was signed by both parties.
- West Street Sidewalks – Please see attached memo from the Town Engineer regarding closing Lincoln Road between Elm Road and West Street as a result of installing sidewalks along West Street, which I concur with.
- We met with Ann Grasso of CCD and Silver Petrucelli regarding the Sewer Building. Please see the attached update from Silver Petrucelli regarding their recommended renovations based on the anticipated needs and use of the building.
- I attended the Long-Range Capital Planning meeting; the Director of Finance will provide an update.
- I attended the Annual CCM Conference where I participated in various excellent and informational workshops and trainings.

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

Memorandum

To: Anthony Salvatore –Town Manager

CC: Lou Spina
Stuart Popper

From: Jon Harriman, P.E. 

Date: 10/19/2022

Re: Lincoln Road – between Elm Road and West Street

I conducted a public outreach forum at Town Hall to solicit feedback from the residents regarding the proposed sidewalk project along West Street. Several residents expressed concerns about an existing safety issue that may negatively impact the proposed sidewalk route.

Lincoln Road approaches West Street just west of Town Hall at a very sharp angle alignment. This is where the proposed sidewalk project begins. The residents indicated that vehicles on Lincoln Road tend to roll that stop sign while looking over their shoulder back up West Street. There is a proposed cross walk at this location.

I have taken a look at Lincoln Road and agree that the intersection does not meet current design criteria (the intersection is a very acute angle – not perpendicular). There are no driveways along Lincoln Road between Elm Road and West Street. #1 Lincoln Road has a driveway that comes out right at the intersection. My proposal is to remove the section of Lincoln Road between Elm Road and West Street. The disturbed area would be restored as grass lawn and would become part of the Town green/park/open space that exists there today. The driveway at 1 Lincoln Road would extend out to the gutter line of West Street. The proposed sidewalk would run parallel to West Street without the need to cross Elm Road. The section of roadway I proposed eliminating is 230 feet in length. Motor vehicles on Lincoln Road would access West Street via Elm Road.

I have attached a marked-up aerial photo depicting the proposal. I have reached out to the State to amend the grant language to incorporate this work. I have notified Frontier and the gas company of the proposal, and will do so with Police, Fire and School District.



**MAP FOR REFERENCE ONLY
NOT A LEGAL DOCUMENT**

Town of Cromwell, CT makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map.

Geometry updated 6/25/2021
Data updated on a daily basis

Print map scale is approximate.
Critical layout or measurement
activities should not be done using
this resource.



October 28, 2022

Jon Harriman
Town Engineer
Town of Cromwell, CT
Via Email to: jharriman@cromwellct.com

RE: Sewer Department Building – 19 Community Field Road
SP+A Project #: 21.119

Dear Mr. Harriman:

SP+A surveyed the Sewer Building in the summer of 2021. Following a narrative and assessment matrix were developed based on the needs of this Storage building. The 1948 3,200 square foot building is plagued with accessibility and energy efficiency deficiencies. The exterior envelope is in disrepair. Most of the plumbing, HVAC and electrical systems are past or their useful life. There is no fire protection system in place. If the building is converted and a change of use to Business or Assembly is pursued, these items will need to be addressed.

A definitive code review will need to take place once the program is more defined. Based on our understanding, this will likely be changed to Business or Assembly. The change of use will need to go through town planning and zoning. Some noncompliance issues may begin even with the site. The building is surrounded by parking with limited planting areas. If converted to Assembly will there be enough parking requirements? Accessibility from parking to the main entrance of the building will need to be created.

The construction type must also be considered. With the addition of the wood framed roof structure this would classify the building as 3B construction requiring the loadbearing exterior walls to be 2-hour rated. The existing garage door elevation will need to be converted and constructed accordingly. Our initial thoughts of this don't appear to trigger the need for fire protection but once the program and use type are better defined, it may change.

Egress and accessibility compliance will need to be designed throughout this building. With changes on the interior and exterior the new layout would need to be designed to comply with both needs. The occupant load will be calculated and together with the change of use this will determine the amount of restrooms required. There will likely be an increase in the plumbing count, minimally requiring 2 restrooms. As previously mentioned, the building plumbing, HVAC and electrical systems have met their useful life. Regardless these systems would need redesign for the new use. Ventilation, heating, and lighting systems need to meet the minimum code requirements. In addition, the building will need to comply with the International Energy Conservation Code which will require insulating the walls and roof structure.

Concerns with some of the structure was noted in the report specifically issues with the exterior walls. The masonry has numerous areas of cracking with a significant amount of repointing and brick replacement required. There may be a cavity wall with damp proofing issues as water infiltration is evident throughout the structure. Additionally, there are cracks in parts of the slab. Both the walls and slab should be further investigated and repaired prior to any renovations.

We understand your position in the future planning and conversion of this structure for a new use. We believe that given the existing conditions of this building and the anticipated change of use in correlation with code and accessibility requirements this building will require substantial renovations.

Sincerely,

Michelle Miller, AIA
Project Manager

Silver Petrucelli + Associates
3190 Whitney Avenue | Hamden CT 06518
311 State Street | New London CT 06320
203 230 9007 silverpetrucelli.com



Town of Cromwell Office of the Town Manager

Nathaniel White Building
41 West Street
Cromwell, CT 06416

Anthony J. Salvatore, Sr.
Town Manager

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

Memo

TO: Mayor/Town Council

FROM: Anthony J. Salvatore, Town Manager

DATE: October 24, 2022

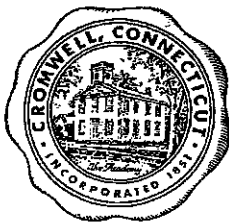
RE: Director of Finance Notice of Retirement and New Appointment

I am writing to inform you that Marianne Sylvester, Director of Finance is retiring from the Town of Cromwell. Her last day will be Friday, December 2, 2022. Marianne has worked for the Town of Cromwell for over 20 years. Her many years of hard work and dedication is greatly appreciated. She will be missed by all.

After some consideration and consultation with Marianne, I am appointing Assistant Finance Director, Sharon DeVoe as Director of Finance effective Monday, December 5, 2022 subject to your approval.

Before Marianne leaves, we invite you to join us in the Belden Room for a farewell lunch on Monday, November 28th between 12:30 p.m. and 2:30 p.m. We hope you'll stop by to wish Marianne all the best in her retirement.

Thank you.



Town of Cromwell

NATHANIEL WHITE BUILDING
41 WEST STREET
CROMWELL, CONNECTICUT 06416

DATE: NOVEMBER 2, 2022
TO: STEVE FORTENBACH, MAYOR
TOWN COUNCIL MEMBERS
FROM: MARIANNE SYLVESTER, DIRECTOR OF FINANCE
RE: SHARON DEVOE -- APPOINTMENT

Marianne

I am pleased to submit a strong endorsement for the Town Council to approve the Town Manager's appointment of Sharon DeVoe to the Director of Finance position upon my retirement.

Sharon quickly became an asset to the Town since she was hired as Assistant Finance Director in 2015. Over the past eight years she has worked closely with me on all financial matters. She is a strong and supportive supervisor of the Finance staff and assists other Departments with budget projections and development, grants, and other various projects. Her prior knowledge of municipal banking and treasury functions has been beneficial in assisting the Town to maximize interest earnings, especially during the low interest rate period. Sharon has worked on several major projects, including the Library Expansion and Renovation, the Public Works Facility, and several major road improvement projects. Her involvement in these projects expanded to include providing support for the issuance of bond issues and working with Bond Counsel and our Underwriter.

Currently, Sharon continues to show her dedication to the Town of Cromwell through her involvement with the new Middle School project by facilitating the selection of the Architect, Project Manager, and Construction Manager in accordance with the Town's purchasing policy. In addition, she will be working closely with the Project Manager to monitor the project budget.

I'm sure that you will all enjoy working with Sharon and will give her the support she needs in this position. Please let me know if you would like to discuss this further.

CC: ANTHONY SALVATORE, TOWN MANAGER; PERSONNEL FILE

TOWN OF CROMWELL

DATE: NOVEMBER 1, 2022
TO: ANTHONY J. SALVATORE, TOWN MANAGER
FROM: MARIANNE SYLVESTER, FINANCE DIRECTOR
RE: NOVEMBER TOWN COUNCIL REPORT

Marianne

I am submitting budget reports for fiscal year 2023 for the Town Council meeting on November 9th. The reports reflect activity through the end of October.

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

Our independent auditors are finishing up the annual comprehensive financial report. The final report will be available in December. The Long-Range Capital Planning committee met again on October 25th to discuss the financial implications of various capital projects in Town and begin to develop strategies for funding. Also in attendance for this meeting was the Town's underwriter for bonding, John Healey with Mesirow Financial. Mr. Healey provided information regarding the cost of borrowing, potential scheduling scenarios, and interest rates.

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

Thank you.

TOWN OF CROMWELL, CT

YEAR-TO-DATE BUDGET REPORT



FOR 2023 04

ACCOUNTS FOR:	GENERAL FUND	ORIGINAL APPROP.	TRANSFRS/ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001								
001	TOWN MANAGER'S OFFICE	387,846	0	387,846	116,971.53	2,838.71	268,035.76	30.9%
002	TOWN CLERK'S OFFICE	215,953	0	215,953	63,105.85	18,789.43	134,057.72	37.9%
003	REGISTRAR OF VOTERS	80,209	0	80,209	24,472.94	8,487.72	47,193.34	41.2%
004	PLANNING COMMISSION	3,525	0	3,525	309.99	562.40	2,489.69	29.4%
005	ECONOMIC DEVELOPMENT	22,302	0	22,302	309.99	.00	21,992.01	1.4%
006	BOARD OF FINANCE	1,350	0	1,350	75.00	.00	1,275.00	5.6%
008	CHARTER REVISION COMM	3,000	0	3,000	71.50	.00	2,928.50	2.4%
009	BOARD OF ASSESSMENT APPEALS	1,200	0	1,200	103.00	.00	1,097.00	8.6%
010	ZONING BOARD OF APPEALS	1,250	0	1,250	147.10	108.87	994.03	20.5%
011	INLAND WETLANDS	1,900	0	1,900	436.00	120.00	1,344.00	29.3%
012	COMM. FOR DISABLED PEOPLE	100	0	100	.00	.00	100.00	.0%
013	DONATIONS AND DUES	49,872	0	49,872	41,837.00	7,500.00	535.00	98.9%
014	TOWN COUNCIL	42,130	0	42,130	22,533.50	17,980.00	1,616.50	96.2%
015	LEGAL EXPENSE	232,100	0	232,100	40,695.65	162,501.85	28,902.50	87.5%
016	CENTRAL SERVICES	210,401	0	210,401	92,186.67	105,760.45	12,453.88	94.1%
017	INSURANCE EXPENSE	607,610	0	607,610	304,001.16	276,522.24	27,086.60	95.5%
018	GENERAL EXPENSE	754,002	0	754,002	746,345.65	2,383.50	5,272.85	99.3%
019	DEVELOPER/PLANNER	140,299	0	140,299	48,215.19	1,355.02	90,728.79	35.3%
020	FINANCE DEPARTMENT	443,179	0	443,179	148,433.77	914.58	293,830.65	33.7%
021	TAX COLLECTOR	159,943	0	159,943	49,757.87	188.92	109,996.21	31.2%
022	ASSESSOR'S OFFICE	246,990	0	246,990	85,890.47	916.60	160,182.93	35.1%
030	PUBLIC WORKS ADMIN.	279,922	0	279,922	81,073.48	23,127.32	175,721.20	37.2%
031	ENGINEERING	246,354	0	246,354	75,805.06	10,505.38	160,043.56	35.0%
032	SOLID WASTE REMOVAL	878,220	0	878,220	192,601.20	534,097.84	151,520.96	82.7%
033	BUILDING INSPECTION	210,771	0	210,771	63,695.53	5,901.15	141,174.32	33.0%
034	HIGHWAY DEPT.	1,505,106	0	1,505,106	294,961.45	245,728.06	964,416.49	35.9%
035	BUILDING MAINTENANCE	656,972	0	656,972	214,150.38	75,977.41	366,844.21	44.2%
036	PARKS & GROUNDS	451,431	0	451,431	130,426.07	42,131.82	278,873.11	38.2%
037	PUBLIC WORKS-OTHER	449,000	0	449,000	130,502.00	273,213.60	45,284.40	89.9%
038	VEHICLE MAINTENANCE	330,200	0	330,200	48,581.34	93,204.41	188,414.25	42.9%
040	POLICE DEPARTMENT	3,837,472	0	3,837,472	1,218,459.08	70,617.03	2,548,395.89	33.6%
041	EMERGENCY MANAGEMENT	21,050	0	21,050	4,552.69	677.32	15,819.99	24.8%
042	ANIMAL CONTROL	95,414	0	95,414	34,761.83	.00	60,652.17	36.4%
050	HEALTH DEPARTMENT	205,377	0	205,377	71,577.96	38,365.16	95,433.88	53.5%
051	HUMAN SERVICES	137,217	0	137,217	43,854.66	89.28	93,273.06	32.0%
053	SENIOR SERVICES	136,972	0	136,972	41,859.42	10,293.98	84,818.60	38.1%
054	YOUTH SERVICES	107,755	0	107,755	25,729.95	3,222.98	78,802.07	26.9%
055	TRANSPORTATION SERVICES	152,064	0	152,064	45,816.80	6,759.18	99,488.02	34.6%
060	RECREATION DEPARTMENT	277,639	0	277,639	99,633.78	10,146.87	167,858.35	39.5%
061	LIBRARY	653,393	0	653,393	208,622.50	68,071.60	376,698.90	42.3%
070	BONDED DEBT	3,429,499	0	3,429,499	457,725.00	.00	2,971,774.00	13.3%
080	EMPLOYEE BENEFITS	4,208,128	0	4,208,128	1,186,600.59	1,249,603.30	1,771,924.11	57.9%
090	BOARD OF EDUCATION	33,996,415	0	33,996,415	6,415,834.85	.00	27,580,580.15	18.9%
119	DEVELOPMENT COMPLIANCE	109,799	0	109,799	34,543.01	1,011.59	74,244.40	32.4%

TOWN OF CROMWELL, CT

YEAR-TO-DATE BUDGET REPORT



FOR 2023-04

ACCOUNTS FOR:
001 GENERAL FUND

	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
120 CONSERVATION COMMISSION	1,210	0	1,210	.00	.00	1,210.00	.0%
TOTAL GENERAL FUND	55,982,541	0	55,982,541	12,907,486.38	3,369,675.57	39,705,379.05	29.1%

TOWN OF CROMWELL, CT

YEAR-TO-DATE BUDGET REPORT



FOR 2023 04

ACCOUNTS FOR:	GENERAL FUND	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
001							
002	TOWN CLERK'S OFFICE	-372,000	0	-372,000	-139,008.96	-232,991.04	37.4%
021	TAX COLLECTOR	-47,894,122	0	-47,894,122	-27,665,607.25	-20,228,514.75	57.8%
022	ASSESSOR'S OFFICE	-500	0	-500	-20.50	-479.50	4.1%
030	PUBLIC WORKS ADMIN.	-45,900	0	-45,900	-12,033.69	-33,866.31	26.2%
033	BUILDING INSPECTION	-350,000	0	-350,000	-150,814.10	-199,185.90	43.1%
040	POLICE DEPARTMENT	-99,800	0	-99,800	-12,252.21	-87,547.79	12.3%
042	ANIMAL CONTROL	-550	0	-550	.00	-550.00	.0%
050	HEALTH DEPARTMENT	-25,000	0	-25,000	-2,705.00	-22,295.00	10.8%
053	SENIOR SERVICES	-500	0	-500	-325.00	-175.00	65.0%
061	LIBRARY	0	0	0	-362.69	362.69	100.0%
206	BOARDS & COMMISSIONS	-9,500	0	-9,500	-9,501.50	1.50	100.0%
207	STATE OF CONNECTICUT	-5,627,265	0	-5,627,265	-428,383.08	-5,198,881.92	7.6%
208	MISCELLANEOUS SOURCES	-578,404	0	-578,404	-276,761.03	-301,642.97	47.8%
999	FUND BALANCE	-979,000	0	-979,000	.00	-979,000.00	.0%
	TOTAL GENERAL FUND	-55,982,541	0	-55,982,541	-28,697,775.01	-27,284,765.99	51.3%

Condition(s) : Bill Dist/Susp/Bank	Name Address	Prop Loc/Vehicle Info. UniquelID/Reason	Paid Date	Tax	Int	L/F	Total Adjusted	Overpaid Tax
2021-03-0052899	DAIMLER TRUST 14372 HERITAGE PARKWAY FORT WORTH TX 76177	2019/WDDSJ74GB6KN702484 52899 Sec. 12-129 Refund of Excess Payments.	9/30/2022	256.73 770.93	0.00 0.00	0.00 0.00	256.73 770.93	-514.20
M005	DAIMLER TRUST 14372 HERITAGE PARKWAY FORT WORTH TX 76177	2019/WDDWJ8EB8KF779220 52908 Sec. 12-129 Refund of Excess Payments.	9/28/2022	77.90 938.42	0.00 0.00	0.00 0.00	77.90 938.42	-860.52
M005	DAIMLER TRUST 14372 HERITAGE PARKWAY FORT WORTH TX 76177	2018/WDCOG4RB0JV069674 52914 Sec. 12-129 Refund of Excess Payments.	9/7/2022	337.04 808.26	0.00 0.00	0.00 0.00	337.04 808.26	-471.22
M005	DAIMLER TRUST 14372 HERITAGE PARKWAY FORT WORTH TX 76177	2019/WBAJA7C57RWM33139 54235 Sec. 12-129 Refund of Excess Payments.	9/29/2022	547.86 939.71	0.00 0.00	0.00 0.00	547.86 939.71	-391.85
M009	HILLIARD OH 43026 FISH WILLIAM S JR 5 THAINSTONE	2004/2HNYD18974H525438 54291 Sec. 12-129 Refund of Excess Payments.	8/24/2022	102.22 112.83	0.00 4.87	0.00 5.00	102.22 122.70	-10.61
2021-03-0055612	CROMWELL CT 06416 HONDA LEASE TRUST 1919 TORRANCE BLVD	2020/5FNYF6H90LB004661 55612 Sec. 12-129 Refund of Excess Payments.	10/12/2022	656.67 984.51	0.00 0.00	0.00 0.00	656.67 984.51	-327.84
M011	TORRANCE CA 90501 NISSAN INFINITI LT LLC P O BOX 254648	2018/3N1AB7A1JY344904 58647 Sec. 12-129 Refund of Excess Payments.	9/30/2022	30.51 367.45	0.00 0.00	0.00 0.00	30.51 367.45	-336.94
M015	SACRAMENTO CA 95865 STROIS RUSSELL M JR 6A COLES RD	2011/1CCRSE3XB2396887 61062 Sec. 12-129 Refund of Excess Payments.	9/21/2022	388.55 418.43	0.00 18.34	0.00 5.00	388.55 441.77	-29.88
2021-03-0061062	CROMWELL CT 06416-2605 WINOSKI RACHEL L 82 NORTH RD	2018/5N1DLOMM4JC529968 63093 Sec. 12-129 Refund of Excess Payments.	10/5/2022	314.83 755.02	0.00 0.00	0.00 0.00	314.83 755.02	-440.19
TOTAL				2,712.31 6,095.56	0.00 23.21	0.00 10.00	2,712.31 6,128.77	-3,383.25

Quote

Date: October 31, 2022
To: Jon Harriman

Project: Cromwell Little League
Cromwell, CT

Quotation Price – Materials Delivered to Job Site and Installation

Baseball Field – 200'/200'/175'\$194,863.00
Sales tax, bonding are not included. Pricing expires November 30, 2022.

Light-Structure System™ with Total Light Control – TLC for LED™ technology

Guaranteed Lighting Performance

- Guaranteed light levels of 50/30 (infield/outfield)
- BallTracker® technology – targeted light, optimizing visibility of the ball in play with no glare in the players typical line-of-sight

System Description

- 4 Pre-cast concrete bases, integrated grounding, 4 Galvanized steel poles
- Factory wired and tested remote electrical component enclosures
- Pole length, factory assembled wire harnesses
- 20 Factory aimed and assembled luminaires, including BallTracker® luminaires

Environmental Light Control

- Spill light minimized

Control Systems and Services

- Control-Link® control and monitoring system to provide remote on/off and dimming (high/medium/low) control with 24/7 customer support
- Product assurance and warranty program that covers materials and onsite labor, eliminating 100% of your maintenance costs for 25 years

Delivery Timing

6 - 8 weeks for delivery of materials to the job site from the time of order, submittal approval, and confirmation of order details including voltage, phase, and pole locations.

Notes

Quote is based on:

- Shipment of entire project together to one location
- Structural code and wind speed = 2015 IBC, 130 mi/h, Exposure C

Mike Mahoney
Phone: 614-352-7438
E-mail: Mike.Mahoney@Musco.com



Calve, Amanda

From: Salvatore, Anthony
Sent: Wednesday, November 2, 2022 3:49 PM
To: Calve, Amanda
Subject: FW: Henderson Field Lighting MOU
Attachments: Materials Only - Evergreen Applied Tech.pdf; Material Only - Musco Lighting.pdf; Full Installation - Musco.pdf; Materials and Installation - Brightway Lighting.pdf; Material Only - Brightway Lighting.pdf; Full Installation - Earthlight Tech.pdf

From: Scott Brown
Sent: Wednesday, September 21, 2022 11:00 AM
To: Salvatore, Anthony <asalvatore@cromwellct.com>
Cc: Calve, Amanda <acalve@cromwellct.com>; jim vinchetti <jvin80@hotmail.com>
Subject: RE: Henderson Field Lighting MOU

Good morning – I wanted to get this ball rolling again and get over what we have for information and hopefully you can give me some guidance on where to go from here or anything additional needed. Attached please find some quotes for the Lights installation at Henderson Field – below are 3 options for the installation and a summary. Some of the quotes have dates from earlier this year but they have confirmed prices remained same or very close. I can request an updated quote with new date if necessary or any further details needed.

Option A – Full Installation
Musco Lighting - \$175,000
Earthlight Tech - \$332,097

Option B – Material and Pole Installation – CLL has a licensed electrician who has volunteered to do the electrical installation
Brightway Lighting - \$123,139

Option C – Material only
Evergreen Applied Technologies – \$72,305
Musco Lighting - \$105,000
Brightway Lighting - \$58,032

From: Salvatore, Anthony <asalvatore@cromwellct.com>
Sent: Tuesday, July 5, 2022 2:06 PM
To: Scott Brown <Scott@EcoScribeSolutions.com>
Cc: Calve, Amanda <acalve@cromwellct.com>; jim vinchetti <jvin80@hotmail.com>; Sylvester, Marianne <msylvester@cromwellct.com>; DeVoe, Sharon <sdevoe@cromwellct.com>
Subject: RE: Henderson Field Lighting MOU

Scott
I will need estimates from all venders.
We will have to follow Town purchasing policy (I'll send you a copy electronically).

I thought this was a \$80,000 project?
Tony

From: Scott Brown <Scott@EcoScribeSolutions.com>
Sent: Tuesday, July 05, 2022 1:50 PM
To: Salvatore, Anthony <asalvatore@cromwellct.com>
Cc: Calve, Amanda <acalve@cromwellct.com>; jim vinchetti <jvin80@hotmail.com>
Subject: RE: Henderson Field Lighting MOU

Hi Tony – circling back to see what else you need from us to see if the town will be able to allocate any funds for the lights.

Thanks

From: Scott Brown
Sent: Sunday, June 26, 2022 10:27 PM
To: Salvatore, Anthony <asalvatore@cromwellct.com>
Cc: Calve, Amanda <acalve@cromwellct.com>; jim vinchetti <jvin80@hotmail.com>
Subject: RE: Henderson Field Lighting MOU

Hi Tony, attached please find the signed MOU. So to answer your questions below, Gill Electric out of Newington will be handling the installation. The lights we are looking to install are \$113k, not the cheapest option out there but our electrician is familiar with this install and also it is the same lights as the football field has installed, Musco Lighting. So there would be consistencies in the systems from a construct and from operating.

We have raised about \$22k in cash and also have a 7 year loan lined up with Key Bank. The more the town could contribute the better to reduce the size of the loan we would need to secure with these steadily rising interest rates.

Thank you

Scott

From: Salvatore, Anthony <asalvatore@cromwellct.com>
Sent: Friday, June 24, 2022 1:11 PM
To: Scott Brown <Scott@EcoScribeSolutions.com>
Cc: jim vinchetti <jvin80@hotmail.com>; Calve, Amanda <acalve@cromwellct.com>
Subject: RE: Henderson Field Lighting MOU

1. How much have you collected?
2. How much more do you need from the Town to complete the project?
3. Answer ALL the questions on the MOA sheet, i.e. certified electrician etc.

Tony

From: Scott Brown <Scott@EcoScribeSolutions.com>
Sent: Tuesday, June 21, 2022 11:23 AM
To: Salvatore, Anthony <asalvatore@cromwellct.com>
Cc: jim vinchetti <jvin80@hotmail.com>
Subject: RE: Henderson Field Lighting MOU

Hi Tony, I was told to reach out to you that there may be some budget funds that could be allocated to our baseball field light project – let me know what info you may need or steps I can take. I have the planning board meeting tonight to look at them approving the project.

Thank you

From: Salvatore, Anthony <asalvatore@cromwellct.com>

Sent: Thursday, March 17, 2022 3:57 PM

To: Scott Brown <Scott@EcoScribeSolutions.com>

Subject: FW: Henderson Field Lighting MOU

From: Calve, Amanda

Sent: Thursday, March 17, 2022 1:14 PM

To: Salvatore, Anthony <asalvatore@cromwellct.com>

Subject: Henderson Field Lighting MOU

See attached as requested.

Thanks!

Amanda Calve

Senior Executive Assistant

Town Manager's Office

Town of Cromwell

41 West Street

Cromwell, CT 06416

P: 860-632-3412

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

Memorandum

To: Anthony Salvatore –Town Manager

CC: Marianne Sylvester
Lou Spina

From: Jon Harriman, P.E. 

Date: 10/19/2022

Re: Multipurpose Field, etc.

I have been looking into assisting the Field Committee with the RFP for the multi-purpose field. The \$100,000 figure the committee provided to the Council was for a multi use synthetic turf field and track improvements. The Town of Cromwell project, as it stands includes additional items that will not be covered by that amount.

As I understand the Cromwell project includes additional parking spaces, relocated/rebuilt tennis courts, concessions stand/bathrooms, bleachers/grand stands, press box, score board and lighting as well as stormwater drainage measures. I am sure the committee may have additional items to be considered.

I would suggest an allocation of \$200,000 for a two-stage project. The first stage would be a feasibility study with conceptual layout and a preliminary estimate of project cost. This first stage would identify potential impacts to the other fields, etc. The second stage would be the development of construction plans/specifications with a final cost estimate based on the outcome of the first stage.

The charge that was given to the committee appears to only include an analysis of the fields at the High School. We have collectively been talking about problems with athletic fields at other locations in Town (Watrous, WIS, Pierson, etc). I think there should be consideration for a master plan/study for all Town athletic fields in Town. This would identify the issues, present solutions and provide cost estimates for funding consideration. To date I have not received feedback from the user groups in Town to begin putting together data to begin such a study. Once we have that feedback, we can determine an allocation amount for the master plan




CROMWELL POLICE DEPARTMENT

Denise Lamontagne
Chief of Police

MEMO

TO: Anthony Salvatore
Town Manager

FROM: Chief Denise Lamontagne 

SUBJECT: Town Council Report

DATE: October 31, 2022

In preparation for the November Town Council meeting, I am providing you the October monthly statistics. I am also providing you a report from K-9 Sergeant John Carlson for activity for the month of October 2022.

Response to Aggression/Resistance: none

Civilian Complaints: none

Training:

- Sergeant Parsons: NTIM: Responder Training Course
- Officer Dean, Dispatcher Cowie and Officer Alassiri: COLLECT Recertification Training
- Officer Thomasson, Officer Chieffo, Officer Camputaro: Impaired Driving with Wet Lab
- Detective Perricone, Detective Jones, and Officer Haughton: Spector Group In-Service training
- Officer Jespersen and Officer Chieffo: Advanced Roadside Impaired Driving Enforcement
- Detective Perricone: Car Seat Recertification
- Department Wide: Firearms and Use of Force Training
- Department Wide: Defensive Tactics and Autism (Adelbrook) Training
- Department Wide: Body Camera and Taser Training

Officer Nathan Cyr is in an extended 3rd phase of the Field Training program.

Dispatcher Pangaro is doing well in her dispatcher training.

We conducted Oral Boards in October. I am hopeful we will find two qualified candidates to send to the academy in December. I have a continuous recruitment effort for certified officers, however, we do not typically attract certified officers.

Fundraising efforts for No Shave November are underway. Officers will have the chance to ditch their razors and grow the world's greatest mustaches in an effort to support the Connecticut Cancer Foundation.

Incident Statistics Report

10/01/2022 00:00 Thru 10/31/2022 23:59

Call Type Description	Total for Period
911 Hang Up Call	12
Administrative Matter	17
Alarm - All types	9
ALARM-FALSE BILLABLE	25
Animal Complaint	35
Assist Motorist	21
Assist Other Agency	17
Burglary	5
Car Seat Installation	2
CAR WASH	36
Civil Matter	2
Criminal Mischief / Vandalism	2
Dis Conduct/BOP	4
Domestic Incident	7
DUI	4
Dumping	1
Escort	2
False Pretenses/Swindling	1
Fight/Disturbance	1
Fingerprinting	19
FV Protocol / P.A.	4
Identity Theft	4
Impaired / Intox Person	3
Impersonation	1
Juvenile Incident	14
K-9 Assist	2
Larceny - From Building	1
Larceny - From MV	10
Larceny - MV Parts/Access	15
Larceny -Shoplifting	19
Larceny- Other	1
MEDICAL - OXYGEN REPLACEMENT	2
Medical Emergency	51
MEDICATION DISPOSAL BOX	1
Missing Person	2
MV Accident	32
MV - Recovered	1
MV Parking Violation	4
MV Theft	6

Incident Statistics Report

10/01/2022 00:00 Thru 10/31/2022 23:59

Call Type Description	Total for Period
MV Violation	59
MV VIOLATION ATTEMPTED	3
MVA NR PRIV PROP	10
Neighbor Dispute	1
Noise Complaint	6
Nursing Home Fax Report	6
Prescription Forgery	1
Property Check	412
Property Lost/Found	8
Property Seized	3
Record Only Call	7
Report of Gunshot	3
Road Cond/TCS Out	15
ROBBERY	1
See Complainant	30
Serve Warrant INFO	3
Suspicious Activity	49
TEST CALL	3
Threaten/Harass/Intimidation	1
Town Ordinance	4
Traffic Assignment	19
Trespassing	5
Unfounded Complaint	29
Unwanted Person	8
Well Being Check	27
Total:	1108

Monthly NIBRS Statistics

10/01/2022 00:00 Thru 10/31/2022 23:59

Call Description		Curr Mth	Prev Mth	% Chg	Prev Year	% Chg	Year To Date	Year To Date 2021	% Chg
		10/ 2022	09/ 2022	Mth to Mth	10/2021	Mth to Yr	1/1 - 10/31/2022	1/1 - 10/31/2021	2022 / 2021
100	Kidnap/Abduction	0	0	% 0	0	% 0	1	0	% +100
11A	Forcible Rape	0	1	% 100	0	% 0	2	0	% +200
11D	Forcible Fondling	0	2	% 50	0	% 0	9	4	% +125
120	Robbery	1	0	% +100	0	% +100	2	3	% -33
13A	Aggravated Assault	0	0	% 0	1	% 100	5	1	% +400
13B	Simple Assault	4	4	% 0	2	% +100	36	40	% -10
13C	Intimidation	0	2	% 50	3	% 33.3	23	41	% -43
200	Arson	0	0	% 0	0	% 0	0	1	% -100
210	Extortion/Blackmail	0	0	% 0	0	% 0	1	0	% +100
220	Burglary/Breaking and Enter	3	4	% -25	0	% +300	24	21	% +14.2
23A	Pocket-Picking	0	1	% 100	0	% 0	2	0	% +200
23B	Purse-Snatching	0	2	% 50	0	% 0	2	0	% +200
23C	Shoplifting	7	14	% -50	14	% -50	144	115	% +25.2
23D	Theft From Building	2	4	% -50	1	% +100	22	17	% +29.4
23F	Theft From Vehicle	12	4	% +200	5	% +140	59	21	% +180
23G	Theft of MV Parts or Access	14	1	% +1300	5	% +180	66	42	% +57.1
23H	All other Larceny	1	2	% -50	1	% 0	20	11	% +81.8
240	Motor Vehicle Theft	5	1	% +400	1	% +400	24	19	% +26.3
250	Counterfeiting/Forgery	1	1	% 0	1	% 0	16	6	% +166
26A	False Pretenses/Swindle/Con	1	5	% -80	3	% -66	10	13	% -23
26B	Credit Card/Automatic Telle	2	4	% -50	1	% +100	21	11	% +90.9
26C	Impersonation	1	0	% +100	0	% +100	2	3	% -33
26E	Wire Fraud	0	0	% 0	0	% 0	4	4	% 0
26F	Identity Theft	4	2	% +100	2	% +100	22	12	% +83.3
26G	Hacking/Computer	0	0	% 0	0	% 0	0	1	% -100
270	Embezzlement	0	0	% 0	1	% 100	3	4	% -25
290	Destruction/Damage/Vandalis	17	7	% +142	6	% +183	91	47	% +93.6
35A	Drug Narcotic Violations	1	3	% -66	2	% -50	16	13	% +23.0
35B	Drug Equipment Violations	0	4	% 25	1	% 100	23	11	% +109
36B	Statutory Rape	0	0	% 0	0	% 0	1	0	% +100
40A	Prostitution	0	0	% 0	0	% 0	0	4	% -25
520	Weapon Law Violations	1	0	% +100	1	% 0	4	5	% -20
720	Animal Cruelty	0	0	% 0	0	% 0	0	1	% -100
90A	Fraud-Insufficient Funds Ch	0	1	% 100	0	% 0	1	1	% 0
90C	Disorderly Conduct	3	3	% 0	2	% +50	38	24	% +58.3
90D	Driving under the Influence	3	1	% +200	3	% 0	28	26	% +7.69
90F	Family Offenses, Nonviolent	3	0	% +300	0	% +300	6	9	% -33
90J	Trespass of Real Property	5	3	% +66.6	5	% 0	33	40	% -17
90Z	All Other Offenses	1	9	% -88	4	% -75	72	54	% +33.3
Report Totals:		92	85	% +8.23	65	% +41.5	833	625	% +33.2



CROMWELL POLICE DEPARTMENT

Denise Lamontagne
Chief of Police

TO: Chief Denise Lamontagne

FROM: K-9 Sergeant John Carlson

SUBJECT: Monthly K-9 Activity October 2022

DATE: 10/31/2022

Beginning October 1, 2022 through October 31, 2022 I am reporting the following activities for the K-9 unit:

October 4, 2022 – Case #22-11227 – K-9 tracking assist for burglary suspects who fled on foot from Red Lion – Bane successfully conducted a track, at which point clothing the suspects discarded was located along with two suspects.

October 5, 2022 – Case #22-11248 – K-9 tracking assist for wanted person who fled from officers on foot into Middletown – Bane conducted a track to a condominium complex where it was believed the suspect had resided at.

October 19, 2022 – K-9 patrol monthly in-service (Recertification) Middlefield – 8 Hours

Nothing further at this time.



CROMWELL POLICE DEPARTMENT

Denise Lamontagne
Chief of Police

MEMO

TO: Captain Frederick Sifodaskalakis

FROM: Sergeant Steven Penn

SUBJECT: Detective Division Report October 2022

DATE: October 31, 2022

During the month of October, the Detective Division conducted multiple background investigations for the open position of Police Officer. The Detective Division also served (1) one arrest warrant. The warrant was approved by the court after lengthy investigation conducted by Detective Jones.

1. On June 17, 2021 the complainant contacted the Cromwell Police Department and reported her home was burglarized. The investigation was assigned to Detective Jones. After an extensive investigation, and multiple search warrants Det Jones was able to establish a suspect.
 - Det. Jones was able to secure an arrest warrant for Leighann Olsen (DOB: 09/28/1978) and was charged with Conspiracy to Commit Burglary 3rd Degree, CGS 53a-103/53a-48, Conspiracy to Commit Larceny 6th Degree, CGS 53a-125b/53a-48, Illegal Use of a Payment Card, CGS 53a-128d, and Identity Theft 2nd Degree, CGS 53a-129c. The Olsen was arrested on 10/27/2022 and unable to post the \$75,000.00 cash/surety bond so she was presented at GA#09 for same day arraignment.



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

MEMORANDUM

To: Anthony J. Salvatore, Town Manager

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

Date: November 2, 2022

Re: **Town Council Updates**

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

- 1) The drainage study of various locations through Town, funded by ARPA, is now out to bid. Bids open early December, hope to have a consultant identified before the end of December.
- 2) West Street sidewalks. Considering eliminating Lincoln Road from West Street to Elm Road. Collecting traffic count data and citizen comments from abutters. I think this might be an agenda item for discussion.
- 3) Working on a multi-use field facility RFP. Will advertise once a funding allocation is completed.
- 4) Pierson Park improvements (football field). The grant contract is not yet finalized. Will solicit a design consultant once that is in place.
- 5) The following roads were recently resurfaced: Reimen Dr., Forest Rd., Douglas Dr., South St. (Main to River), Pleasant St., and School St.
- 6) Curbside leaf collection to begin Monday, November 14th. We will do east side of town first week, central part of town the second week, and west side of town the third week. Weather permitting, crews will take a second pass once whole town has been completed.
- 7) Chief Mechanic position has been offered/accepted, we hope to have him start sometime in mid-November.
- 8) A purchase order has been sent to U.S. Pitch-Care. The scope of work includes: re-sodding, replacing in-field clay mix and laser grading the CHS Varsity Baseball field. Also, replacing in-field clay mix, improving lips and laser grading of the CHS Varsity Softball field.

Town Council Meeting Dates 2023

The Town Council meets on the second Wednesday of each month in the Town Hall Council Chambers at Cromwell Town Hall, 41 West Street, Cromwell, CT 06416 at 7:00 p.m.

January 11, 2023

February 8, 2023

March 8, 2023

April 12, 2023

May 10, 2023

June 14, 2023

July 12, 2023

August 9, 2023

September 13, 2023

October 11, 2023

November 8, 2023

December 13, 2023

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

Wednesday, October 12, 2022 - 7:00 p.m.

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

Also Present: Town Manager Salvatore, Chief LaMontagne, Captain Sifodaskalakis, Public Works Director Lou Spina, Finance Director Marianne Sylvester, Assistant Finance Director Sharon DeVoe

A. CALL TO ORDER

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

B. PLEDGE OF ALLEGIANCE

The Town Council stood to recite the Pledge of Allegiance.

C. APPROVAL OF AGENDA

Motion made by J. Henehan and **seconded** by J. Demetriades to approve the agenda.

Councilman Henehan and Councilman Demetriades withdrew their motion and second.

Motion made by J. Henehan and **seconded** by J. Demetriades to amend the agenda to add under New Business:

4. To Re-appropriate the \$50,000 in CNR for the Cromwell High School Renovation to the Varsity Baseball and Varsity Softball Fields.

5. To approve a Bid Waiver for utilizing US Pitchcare LLC for the renovation of Cromwell High School Varsity Baseball and Varsity Softball Fields.

All in favor.

Motion carried.

D. COMMISSION CHAIRMAN REPORTS/LIAISON REPORT/STAFF REPORTS

1. CMS Building Committee Update

Rosanna Glynn was in attendance to present the Building Committee Update to the Town Council. *See Attachment A.*

She provided the following updates to her report from October 6:

- In the second paragraph, she said the RFQ for the Construction Manager was submitted to the State on Friday, October 7.
- In the last section of the report, she said the approval to the new process for the purchasing policy was all set.
- On the last page of her report, she updated the Council that they conducted the tour of Ledyard today, they will be touring Middletown on Thursday and Branford next week.

2. Board of Education

Celina Kelleher Board of Education Chairman was present and updated the Town Council on the following:

- There are ongoing facilities concerns. They are depleting the budget due to maintenance repairs such as the boiler issue, a rooftop heating/cooling unit, issues with a solar panel at ECS. Their Building Maintenance person suggests having an infrastructure assessment conducted.
- The electrical panel for the Cromwell High School Kitchen is arriving in November instead of January.
- They continue to experience an ongoing bussing issue due to a shortage of bus drivers. They are working through this and hoping not to have to cancel any more trips or sports events.

E. MAYOR'S UPDATE

Mayor Fortenbach reported the following:

- He was invited to speak at Covenant Living next week. He said it was a great turn out with about 80 people in attendance. He appreciates being invited and encouraged others to attend. He added they are a great group of people.
- He reported that the High School Football team has not lost a game in 19 games. They are 5-0 this season. He encouraged all to attend.
- The High School soccer team's Pink Out Game raised a lot of money for Middlesex Hospital.
- He reminded everyone that Trick R Trunk is on Saturday, October 22nd.

F. TOWN MANAGER'S UPDATE

The Town Manager provided a written report to the Town Council. In addition to his report he provided the following updates:

- The Town Engineer is working with the Athletic Field Committee. They want to go out for RFP. He informed the Council that he is going to ask the Athletic Field Committee to hold off until after the Long Range Capital Planning meeting.

- He received a notification that the Department of Energy and Environmental Protection that fundraising in the form of carwashes is only allowed at the Firehouse as there are concerns about the material that comes off the cars such as, asphalt, antifreeze, etc. and runs into the storm drains. There is no system that separates and discharges the water.

G. FINANCIAL/FINANCE DIRECTOR'S UPDATE

1. Budget Report

Finance Director Marianne Sylvester was in attendance to present her Budget Report to the Town Council.

2. Tax Refunds

Motion made by A. Waters and **seconded** by J. Henehan to approve Tax Refunds 1-41.

All in favor. Motion carried.

3. Discuss and approve an appropriation from the CNR Fund for the Organizational Culture Assessment

Finance Director Marianne Sylvester presented the memo provided to the Town Council. *See Attachment B.*

Councilwoman Donohue, Deputy Mayor Henehan, and Councilman Polke of the Town Council felt that it was a significant amount of money. A was a brief discussion continued regarding the amount of the requested appropriation.

Councilman Demetriades expressed that he is excited to work with the firm selected, they exhibited a great level of professionalism and expertise.

Motion made by A. Waters and **seconded** by P. Luna to approve an appropriation in the amount of \$100,000 within the CNR Fund for the Organizational Culture Assessment.

All in favor. Motion carried.

4. To Re-appropriate the \$50,000 in CNR for the Cromwell High School Renovation to the Varsity Baseball and Varsity Softball Fields.

Public Works Director Lou Spina was in attendance to ask for the re-appropriation explaining that the original appropriation was only for the Varsity Baseball Field, and he would like to be able to use these funds for the Varsity Softball Field as well.

Motion made by A. Waters and **seconded** by J. Henehan to re-appropriate the \$50,000 in CNR for the Cromwell High School Renovation to the Varsity Baseball and Varsity Softball Fields.

All in favor. Motion carried.

5. To approve a Bid Waiver for utilizing US Pitchcare LLC for the renovation of Cromwell High School Varsity Baseball and Varsity Softball Fields.

Public Works Director Spina explained that he is asking for the bid waiver in the event that US Pitchcare LLC is not part of the consortium that satisfies our procurement. He added, our neighboring towns such as Berlin and Rocky Hill have used this company before and are satisfied with their work.

Motion made by P. Luna and **seconded** by J. Demetriades to approve a Bid Waiver to utilize US Pitchcare LLC for the renovation of Cromwell High School Varsity Baseball and Varsity Softball Fields.

All in favor. Motion carried.

H. CHIEF OF POLICE'S UPDATE

Police Chief LaMontagne was in attendance to present her update to the Town Council. She recognized Detective Jones, Detective Perricone, and Sargent Carlson in conjunction with the Middletown Police Department on an outstanding job during the incident from Sunday afternoon. She said they did a significant amount of work in a small amount of time and were able to capture the assailant.

I. PUBLIC WORKS DIRECTOR'S UPDATE

Public Works Director Lou Spina provided a written report to the Town Council. In addition to his report he provided the following updates:

- Regarding the RFP for the Athletic Field Master Plan – Jon is putting a lot of work into this. He said vendors lose interest by not having the funding in place ahead of time.
- He has had conversations with Councilwoman Luna and Councilman Waters. He plans to attend the Senior Services Commission Meeting next week as some misinformation was shared at their last meeting that he wishes to clarify.

J. CITIZEN COMMENTS

Mayor Fortenbach read a letter from Mr. and Mrs. Sinicrope, 28 Court Street into the record. *See Attachment C.*

Rich Waters, 84 South Street asked the Town Council to use their microphones because he's 81 years old and he cannot hear them, it sounds as though they are whispering. He asked why we waited until the Fall to do paving when the Town has all summer. His concern is the leaves coming off the trees into the asphalt and the frost mixing with the asphalt will not allow it to set properly. He stressed that paving roads is important and if we do not keep up with it, it will only get worse every year. He also expressed his concern that there are trees laying on powerlines. He stated that he informed Public Works Director Spina of the trees on the powerlines and that his response was that it is an Eversource Issue. Mr. Waters strongly disagreed and stated that it is a Town issue as it is a Town Tree. In addition, he said the brook under trestle smells badly and this should be addressed. He continued, if water smells bad, something is wrong and something should be done. He also mentioned the underpass on Nooks Hill Road. He said there is a manhole that sticks up when you drive over it and it causes your vehicle to bounce. He indicated that this will tear apart a plow and will end up costing the town a significant amount of money. Lastly, he asked the Council why they voted to give Town Manager Salvatore a raise when we have a 5 Million Dollar lawsuit going on. He expressed that the Town Council works for the people and that this has to stop.

K. NEW BUSINESS

1. Status Update on Sewer Garage Rehabilitation

Information regarding the status update on the Sewer Garage Rehabilitation was provided to the Town Council. See *Attachment D*. Councilman Demetriades recused himself from the discussion. Mayor Fortenbach suggested drafting a Memorandum of Understanding (MOU) between the Town of Cromwell and the Cromwell Creative District to outline the responsibility of both parties. He suggested that the East and West end of the building needs to be painted sooner rather than later and that it should be outlined in the MOU as well.

Motion made by P. Luna and **Seconded** by J. Henahan to authorize the Town Manager to enter into an MOU with the Cromwell Creative District for the Renovation of the Sewer Garage.

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

Abstained: J. Demetriades **Motion carried.**

Ann Grasso, 70 Strand Circle addressed the Council and expressed her appreciation for the Town advocating for this project, for the Council's support and for bringing forward the MOU to ensure they all work together.

2. Review Ordinance Limiting the Number of Cannabis Establishments that Distribute Cannabis Products for Recreational Use

The Connecticut General Assembly took away the 25,000-population requirement that was originally presented. Therefore, we drafted an ordinance to limit the number of Cannabis Establishments in Town. This Ordinance will only allow two (2) Recreational Establishments and one (1) Medical Establishment to prevent an influx in these facilities. There was a brief discussion clarifying the number of establishments this ordinance will allow.

Motion made by A. Waters and **seconded** by P. Luna to approve the Ordinance Limiting the Number of Cannabis Establishments that Distribute Cannabis Products for Recreational Use as presented.

All in favor. Motion carried.

L. APPROVAL OF MINUTES

1. September 14, 2022 Regular Meeting

Motion made by J. Henahan and **seconded** by P. Luna to approve the minutes of the September 14, 2022 Regular Meeting.

All in favor. Motion carried.

2. September 26, 2022 Special Meeting

Motion made by J. Donohue and **seconded** by J. Demetriades to approve the September 26, 2022 Special Meeting.

All in favor. Motion carried.

M. RESIGNATIONS

None.

N. APPOINTMENTS AND REAPPOINTMENTS

1. Reappointment

a. Senior Services Commission, Bonnie Sprague (D)

Motion made by J. Donohue and **seconded** by A. Waters to reappoint Bonnie Sprague (D) to the Senior Services Commission as a regular member for a term expiring 4/2024.

All in favor. Motion carried.

2. Appointments

a. Athletic Field Committee, James Vinchetti (R), alternate member

Motion made by J. Donohue and **seconded** by A. Waters to appoint James Vinchetti (R) to the Athletic Field Committee as an alternate member.

All in favor. Motion carried.

- b. **Senior Services Commission**, Linda Worden (D), regular member for a term expiring 4/2024

Motion made by A. Waters and **seconded** by J. Henahan to appoint Linda Worden (D) to the Senior Services Commission as a regular member for a term expiring 4/2024.

All in favor. Motion carried.

O. INFORMATIONAL ITEMS

- Councilwoman Donohue asked about the storage facility Chief LaMontagne indicated she was going to need in the near future. She asked the Mayor to look into it for Long Range Capital Planning. Town Manager Salvatore replied that she will need more of an impound yard than an actual building.
- Councilman Demetriades informed everyone that the CCD Tricked Out Scarecrow contest is coming up. He invited residents and visitors to vote for their favorite scarecrow. CCD provided the Town Council with flyers for the contest. *See Attachment E.*

P. ADJOURN

Motion made by J. Donohue and **seconded** by J. Henahan to adjourn.

All in favor. Motion carried.

The meeting adjourned at 8:18 p.m.

Respectfully submitted,



Amanda Calve
Secretary



**Town Council Report
As of October 6, 2022**

In September, the Town Manager approved the selection committee's recommendation for both the Architectural/Engineering Firm and a Project Management Firm to provide their services for the new Cromwell Middle School.

- Perkins Eastman is the architectural/ engineering firm. Perkins Eastman has completed over ten public school projects in eight Connecticut public school districts in the last ten years.
- Arcadis is the project management firm. Arcadis has managed state-funded, K-12 projects totaling over \$2 billion.

The Building Committee is now into the design phase of the project. Over the next few months, the committee will evaluate the educational specifications and work with the architect to create the next iteration of a schematic design for the school and Board of Education Central Offices.

The Town Manager also approved the Selection Committees for the Construction Manager and the Commissioning Agent. The selection committees will open the RFQs as soon as possible and will conduct interviews in late October / early November.

At its last meeting, the Building Committee reviewed the Committee's charge and the Town Purchasing policy with the Project Manager and Town Manager to clarify how the two documents interact and to ensure the Town of Cromwell satisfies the expectations of the State of Connecticut. The committee wants to ensure the process used to bring on firms and contractors does not put the state reimbursement at risk. The committee proposed a process to the Town Manager that follows the town purchasing policy and has the committee review and vote on the short list selections and then also review and vote on the finalist selections. At the finalist selection stage of the process there are three possible outcomes:

1. The lowest bid is acceptable. The committee votes and approves the lowest bid selection. The selected firm goes to the town manager for review. No rejection expected.
2. All bids exceed the budgeted allotment for the firm. The BC works with the town to have all firms renegotiate costs.
3. Preferred firm is within 2% of lowest bid and/or another situation

unforeseen comes up where the lowest bid firm is not advised. The BC will then initiate conversations with the town manager to come up with an agreement prior to vote.

The Building Committee has tours scheduled for newly constructed middle schools in Middletown, Ledyard, and Branford. The committee looks forward to these opportunities to see other designs and gain further insights about the design and building process.

We appreciate the Town Council's support of this project and your attendance and participation at our Building Committee meetings. The Building Committee meets approximately every other week on Wednesdays at Cromwell High School and welcomes feedback from the community.

Respectfully Submitted,
Rosanna Glynn
Chair, CMS Building Committee

TOWN OF CROMWELL

DATE: OCTOBER 12, 2022
 TO: ANTHONY J. SALVATORE, TOWN MANAGER
 FROM: MARIANNE SYLVESTER, DIRECTOR OF FINANCE/ ON BEHALF OF
 THE SELECTION COMMITTEE
 RE: ORGANIZATIONAL CULTURE ASSESSMENT

On Wednesday August 31st, the Town received 9 submissions for Organizational Culture Assessment. The Selection Committee, consisting of two Town Council members, an HR staff member, and myself, reviewed those submissions and narrowed down the group for further consideration to four firms.

The four identified firms were interviewed on October 6th. After the interviews three firms were "short-listed" for this project based on qualifications and approach. Subsequently, fee proposals were opened for those three firms. The low bid was received from Berry Dunn.

Pricing stands as follows:

	Phase I	Phase II	Additional
Berry Dunn	\$51,800	\$41,400	Travel Est = \$4,500; Phase 2.3
additional hourly rate of \$240			
Letterman White	\$75,000	\$50,000	
Raftelis	\$99,500	negotiable	provided hourly rate for Phase II but
did not provide "not to exceed"			

The selection committee is comfortable that Berry Dunn has the team and resources to work on this assessment for the Town of Cromwell. We are requesting your approval to award the contract to Berry Dunn for Phase I, with the option to move forward with Phase II if it is deemed necessary.

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

Approved
Anthony J. Salvatore
10/12/2022

10/05/2022

Mr. Steven Fortenbach, Mayor

Mr. Anthony Salvatore, Town Manager

And members of the Cromwell Town Council

Dear Sirs and Madams:

Since we moved to Court Street in 1973 across the street from Edna C. Stevens school we've watched the traffic grow every year. It has become more and more a danger to the students and their parents to the point where it surprises us there have not yet been any deadly traffic accidents. The speed limit is usually not obeyed by most drivers, and this includes many commercial vehicles which are so heavy they would not have the ability to slow down and stop if a child should suddenly dart out in front of them.

The parents' vehicles parked on the road in front of the school take up so much of the east-bound lane that other vehicles travelling east are dangerously close to the parked cars. They are so squeezed for space that they tend to cross into the west-bound lane thus inviting a collision with a west-bound vehicle.

We suggest a traffic engineer be asked to study the situation and offer recommendations to make this area safer for everyone.

Sincerely,

Robert Sinicrope

Robert Sinicrope

Dolores Sinicrope

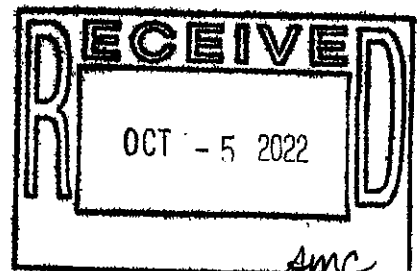
Dolores Sinicrope

28 Court Street


Cromwell, CT

860/632/1380

bobdeesinicrope@gmail.com



Attachment D

To: Anthony J Salvatore, Town Manager
From: John Egan, Chief Building Official 
cc: Lou Spina, Public Works Director; Jon Harriman, Assistant Public Works Director;
John Smigel, Assistant Building Official

Date: 10/6/2022

Re: Memo As requested

Re-Use of Former Town Sewer Garage - 19 Community Field Road

For Cromwell Creative District – Assembly Use

Based upon the following information being presented, the costs associated with the above project to be in compliance with The 2018 Connecticut State Building Code as an Assembly Group A occupancy are estimated at \$ 983,175 (**** See additional revised cost below). This cost is quite substantial and should be carefully reviewed prior to the final approval of this project. This cost is only an estimate and may be higher once the project is costed out for construction.

A meeting on June 22, 2022 with Ann Grasso representative of the Cromwell Creative District, Stewart Popper -Town Planner, John Egan - Chief Building Official and John Smigel- Assistant Building Official took place to discuss the possible re-use of the former Sewer Garage as a potential assembly use.

The Cromwell Creative District representative Ann Grasso presented their conceptual plan to improve the existing facility for their future Assembly use. The improvements include:

- Paint exterior of building.

- Install new sliding doors on south side of building (garage doors currently occupy this space).
- Install T-111 infill on south side of building and paint.
- Infill windows on east side of building and paint.
- Infill windows on north side of building and paint.
- Infill windows on west side of building and paint.
- Building an exterior accessible ramp and landing.
- Building two accessible bathrooms.
- Install drop down stairs to mechanical loft.
- Remove interior brick wall dividing garage bays.
- Infill existing grease pit.
- Add lighting and ceiling fans.
- Paint interior.

The costs for these items to be constructed was brought to the attention of Ann Grasso and discussed in detail. Ann indicated a donation may be applied to this project as well as a STEAP Grant being applied for.

A report prepared by Silver Petrocelli & Associates, Inc. regarding the minimum building corrective actions to bring the building up to minimum standards was submitted on August 11, 2021.

The findings in the report indicated many areas of concern that would need to be addressed. The following areas as described indicate the estimated costs to complete this work.

- Site conditions improvements - \$200,000
- Hazardous materials abatement - \$60,350
- Exterior conditions improvements - \$284,400
- Interior conditions improvements - \$199,000
- Plumbing/ Fire Protection improvements - \$14,500

- Mechanical Systems improvements – \$29,700
- Electrical Systems improvements - \$46,725

Total Estimated Costs \$834,675

Reductions to this figure may be taken based upon the work proposed by the Cromwell Creative District as follows.

- Windows to be infilled and not replaced \$8,000
- Side wall exhaust fan above work table \$3,500
- Garage bay area ventilation (bays being converted) \$25,000

Costs added back in would be for the additional accessible bathroom facilities, frame/fur out walls/ insulate/ sheetrock and replace HVAC system added as follows.

- One additional Accessible bathroom facility \$25,000
- Stud/ Fur out walls, insulate and Sheetrock \$85,000
- Replace HVAC system \$75,000

The total estimated costs less cost of work being given credits for would be \$983,175 based upon the estimated costs provided by Silver Petrucelli & associates, Inc. and estimated current construction costs for items not included in the Matrix costs. Please see attached Capital Needs Assessment Matrix for detailed estimated costs.

****** As requested on 10/6/2022 a revised alternate cost estimate to be considered based upon Matrix costs Priority Rank of categories 1 and 2 not to include 3 and 4 rankings at the present time for work to be completed in order to receive a Certificate of Occupancy. The estimated cost would be \$845,000. These costs do not include replacement of the roof or heating system and are based on cost estimates in the Silver Petrucelli and Associates, Inc. report and current construction cost estimates.**

****** Before building plans and cost estimates are finalized by the Cromwell Creative District, it would be a requirement to meet on site with representatives from Silver Petrucelli and Associates Inc. to field review the list of items in the Matrix cost estimate list in detail. This would clarify the full scope of recommendations affecting this buildings repairs and reconstruction.**

Note: additional cost may be incurred for the preparation of architectural plans and **specifications** required for review and approval prior to Building Permit issuance.

In conclusion as indicated in the Report Findings of the Silver Petrucelli & Associates, Inc. of august 11, 2021 Feasibility / Space Needs Study. This building will need to be substantially repaired, improved and brought up to code compliance, safety conformity and enhanced to meet general needs of the intended occupancy and incorporate further improvements when converting from a Storage/Garage use to an Assembly use. This would include all of the work as described above. This will be a significant alteration to this building.

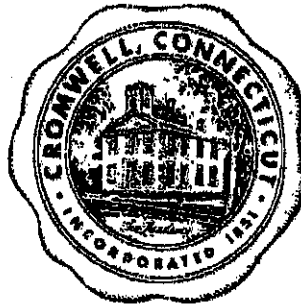
Permit applications and plans will need to be submitted for review and permits issued for this change in use of this building.

PLUMBING/FIRE PROTECTION									
P01	Exterior gas piping surface corrosion is present	General	4				provide corrosion inhibitor and paint gas piping	\$ 1,000	
P02	The electric water heater does not have hot water recirculation	General					Provide domestic hot water recirculating pump and specialties	\$ 500	
P03	The current code-required thermal expansion tank and ASSE1017 mixing valve were not found	General					Provide mixing valve and expansion tank	\$ 2,000	
P04	Emergency Eyewash	OSHA					Water heater and mixing valve to provide tempered water to eyewash	\$ 9,000	
P05	The fixtures are either at the end or beyond their useful service life	General		2			Plumbing fixtures are included in architectural, see A12, provide misc. piping and piping insulation	\$ 2,000	
PLUMBING/FP SUBTOTAL								\$ 14,500	
MECHANICAL SYSTEMS									
M01	There is no exhaust provided in the toilet room.	General					provide new fan and associated ductwork	\$ 1,200	
M02	Replace sidewall mounted exhaust fan above worktable	General	4				provide new fan with associated duct and louver	\$ 3,500	
M03	Bay Area ventilation	IMC chapter 4					Provide active ventilation with CO/NO2 monitoring	\$ 25,000	
MECHANICAL SUBTOTAL								\$ 29,700	
ELECTRICAL SYSTEMS									
E1	Power Distribution System	General	3				Replacement of Distribution Panel	\$ 2,125	
E2	Power Receptacles	General	3				Replacement of power receptacles and associated conduits	\$ 11,000	
E3	New Mechanical Equip. Power	General	3				New mechanical equip. power connection	\$ 5,000	
E4	Generator	General	3				Cost for maintenance and testing	\$ 2,500	
E5	Lighting System	General	3				Replacement of light fixtures and associated controls	\$ 13,000	
E6	Emergency Light System	General					Provision of illuminated exit signs and emergency relays	\$ 3,100	
E7	Communication System	General	4				Provision of voice system	\$ 2,000	
E8	Fire Alarm System	General		2			Provision of a complete fire alarm system	\$ 8,000	
ELECTRICAL SUBTOTAL								\$ 46,725	
TOTAL ESTIMATED COSTS								\$ 89,475	

LEGEND PRIORITY - RANK

1	Urgent priority - These items should be corrected as soon as possible and most likely encompass code, health and life safety issues.
2	High priority - These items should be corrected within a reasonable amount of time after the highest priorities referenced above. These may be associated with high priority maintenance issues or accessibility issues for the physically challenged. Maintenance items have a remaining useful life from 1-3 years.
3	Moderate priority - These items may be associated with aesthetic or general maintenance issues. Remaining useful life of 3-5 years.
4	Low priority - These items include maintenance and aesthetic issues that are not in current need of replacement, but should continue to be monitored on a regular basis. These items typically have a remaining useful life of 5-10 years or greater.

**CROMWELL TOWN HALL SENIOR
CENTER, 19 COMMUNITY FIELD
ROAD & 20 JAMES MARTIN DRIVE
FEASIBILITY / SPACE NEEDS
STUDY**



Phase 1: Former Public Works Garages

Assessment Report

8/11/2021



SILVER/PETRUCELLI ASSOCIATES



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MHAIN & ASSOCIATES

SECTION I – INTRODUCTION

Acknowledgements

Silver Petrucelli & Associates would like to thank the town of Cromwell for the opportunity to serve the town with the preparation of this study. We would also like to thank the participating members for their enthusiasm, helpfulness, and input.

Report Overview and Purpose

This report is the result of a study commissioned by the Town of Cromwell, to determine and assess the current conditions of 3 town garages in anticipation of future conversion to other town uses.

This report analyzes the current facilities and grounds regarding code compliance, accessibility (ADA), on-going and future maintenance needs, and recommendations or modifications for programmatic needs.

* The issues addressed in this report include the assessment of the current physical plant deficiencies at each station. The conditions include a broad range from building and fire code conformance, including accessibility and the Americans with Disabilities Act guidelines for barrier-free buildings (Title II ADA), health and life safety issues, mechanical, electrical, and plumbing system conditions, site, technology, and on-going and long-term maintenance issues. These concerns are addressed and are included in this report. The conditions are assigned a priority ranking and specific conceptual cost. This Capital Needs Assessment is the first tool to create a Master Plan.

* The code compliance effort has been undertaken to determine the relative compliance of the facility and grounds and their architectural, mechanical, plumbing, or electrical systems with the current building and life safety codes. The State of Connecticut's Building, Fire, and Health Codes as well as Federal OSHA and Americans with Disabilities Act (ADA) requirements are incorporated into the review of the facility. The Connecticut Fire Safety Code is the only retroactive and "immediately" enforceable code. The balance of the code conditions noted are "prescriptive" and apply to future projects with local and state authorities having jurisdiction. Should any of the code conformance or renovation work disturb existing hazardous materials or systems, the required abatement work would need to be performed.

This report was prepared by the architectural and engineering firm of Silver Petrucelli + Associates, Inc., (S/P+A) of Hamden Connecticut, a firm specializing in municipal programming, planning and design, feasibility analyses and building condition investigations including building envelope surveys, window and roof repair and replacements.

* Process

S/P+A gathered the information in this report through walk throughs of each station and associated discussions with various members of the department.

Architects, mechanical and electrical engineers conducted extensive on-site facility evaluations and investigations. Town records including many of the buildings floor plans and

construction documents were also reviewed.

This data was organized and appears in sections of this report in the form of building condition narratives and matrices detailing the specific code, repair or maintenance issues or deficiencies, with suggested recommendations including corrective actions, prioritization, and associated cost estimates.

Codes

The following is a list of the current building codes which are applicable for the State of Connecticut, and these codes were used as the basis for the code review for this study. Please note that not all these codes have been thoroughly reviewed for this study, but major codes with significant cost and life safety implications were reviewed.

State and Federal Codes

Current Building Codes

State of Connecticut

Effective October 1, 2018

2015 International Building Code

2009 ICC/ANSI A117.1 Accessible and Usable Buildings and Facilities

2015 International Existing Building Code

2015 International Plumbing Code

2015 International Mechanical Code

2015 International Energy Conservation Code

2017 NFPA 70, National Electrical Code, of the National Fire Protection Association Inc.

2015 International Residential Code of the International Code Council, Inc.

2010 Americans with Disabilities Act (ADA)

- Title I Employment
- Title II Government Facilities
- Title III Public Accommodations

As the codes are updated, they will affect the pertinence of the information contained in this report, and the facilities should be reviewed for the applicable changes in the codes, revising the report accordingly. Most importantly, the codes that are in effect at the time the building permits are obtained by a Contractor, are the ultimate determinant codes so changes in the codes and their adoption dates should be closely monitored and planned for.

The building was surveyed to determine compliance with current fire safety, building and health codes and regulations. Most areas of the buildings were investigated, and mechanical, plumbing, and electrical violations range from inaccessible (not ADA compliant) plumbing fixtures to inadequate combustion air provisions. The violations observed are noted within the document.

* This report is preliminary in nature and not a Construction Document but represents a reasonable accounting of most significant code challenges at this building. However, the definitive determination of code compliance lies in a set of construction documents ready for permitting with the local authorities, primarily the Building Official, Fire Marshal, 504/ADA Coordinator, and Regional Health Director.

Report Findings

- * This report identifies the individual needs of each of the three garages which will assist the town in determining how to continue with their current usage. Overall, many physical needs arose out of the facility needs assessment. All of the garages need some physical improvements and upgrades especially if converting to another use such as business or assembly.
- * If the town is planning on keeping these buildings, the recommendation herein is to proceed with focused improvements to all the buildings. The pedagogy existing today is beginning to "age in place" and cannot remain stagnant. These buildings need to be repaired, improved, brought up to code compliance, safety conformity and enhanced to meet the general standards. If conversion to another occupancy such as business or assembly, further work needs to be conducted to bring each building up to a higher level of standards including but not limited to code and the overall finish of these buildings.
- * These garages have not seen many improvements over the decades. There is a distinction in the age of these buildings regarding their needs. The Sewer garage is the oldest of the three garages. While the highway building is not quite as old, they both require extensive work to the exterior of the building envelope. Both have significant cracking in the slabs. However, the slab settlement issues at the Highway garage are more concerning and should be evaluated by a geotechnical engineer. Overall, they are generally in the poorest condition. All the buildings require some infrastructure and code upgrades no matter the future usage of each building.
- * Together these 3 garages have a rather large list of facility assessment needs. The buildings infrastructure needs significant improvements including its building systems. Many items date to the original construction and have outlived their life expectancy. Additionally, many Americans with Disabilities Act (ADA) and building code violations need to be rectified and finish upgrades are needed. To maintain current usage these items should be addressed. In order to convert these structures to a new use such as a Business or Assembly, further upgrades and renovations will need to occur.

**LIMITED DUE DILIGENCE HAZARDOUS BUILDING
MATERIALS VISUAL SURVEY REPORT AND
ABATEMENT COST ESTIMATE**

for

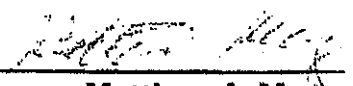
**Garage/Office Structures
Mechanics and Highway Department
20 James Martin Drive
(End of Community Field Road)
Sewer Department Building
19 Community Field Road
Cromwell, Connecticut 06416**

Prepared For:

**William Silver, AIA
Principal
Silver/Petrucelli & Associates
3190 Whitney Avenue
Building 2
Hamden, Connecticut 06518**

Prepared By:

**Langan CT, Inc.
555 Long Wharf Drive
New Haven, Connecticut 06511**


**Matthew A. Myers
Senior Project Manager
21 June 2021
140236401**

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to be removed/replaced during maintenance/renovation/demolition activities. The removal, handling, recycling, and disposal must be performed in accordance with applicable Federal, State, and local regulations.

6.0 MISCELLANEOUS ENVIRONMENTAL CONDITIONS

Visual observations noted that some areas of the buildings also have had oils, chemicals, liquids, etc. used for maintenance operations and visible floor/ground staining and floor drains/trenches are present. Should these building be repurposed and/or demolished, further environmental evaluation(s)/assessment(s), including possibly indoor air quality sampling, may be warranted given there is a potential for releases of contaminants to indoor air and to the subsurface.

7.0 ABATEMENT COST ESTIMATE

ACM or Presumed ACM	Estimated Quantity of ACM or Presumed ACM	Unit Price	Budgetary Estimate
Sewer Department Building – 19 Community Field Road			
Interior and Exterior Older Window and Door Caulking and Glazing Compounds (Visible in Some Locations, Assumed Behind Newer Caulking Compounds in Other Locations) (Assumed to be PCB Containing Bulk Product Waste Also)	Exterior and Interior – 12 Openings	\$300/Opening	\$3,600 Labor \$3,400 Disposal
Roof Field and Flashing Materials	Assumed Throughout Above Ceilings and Below Pitched Roof – Unknown - Estimate 3,200 Square Feet (SF)	\$12/SF	\$0 - \$38,400
Sheetrock/Taping Compounds	Garage above Garage Doors, Entry Area Room, Toilet Room and Adjacent Room, Loft – 600 Square Feet	\$12/SF	\$0 - \$7,200
Slate Blackboard/Wall Adhesives	Room Adjacent Entry Area Room – 16 Square Feet	\$2,250/One Containment	\$0 - \$2,250
Duct and Floor Caulking Compounds	Room Adjacent Entry Area Room and Garage Areas – Unknown Amount		\$0 - \$5,000

Fire Door Insulation	Doors - Unknown		\$0 - \$500
Visual Estimate Total			\$7,000 - \$60,350
Highway Department Garage Building - 20 James Martin Drive (End of Community Field Road)			
12"x12" Floor Tiles and Mastic	Throughout Loft - 600 Square Feet	\$10/SF	\$0 - \$6,000
Cove Base/Adhesive	First Floor Office and Throughout Loft - 200 Linear Feet (LF)	\$25/LF	\$0 - \$5,000
Sheetrock/Taping Compounds	First Floor Entry Room, Toilet Room and Office and Throughout Loft - 2,500 Square Feet	\$10/SF	\$0 - \$25,000
Interior/Exterior Window, Door, Door Window, Louver/Vent, Pipe, Shower Caulking and Glazing Compounds	Throughout - 23 Openings (Window/Door/Louver/Vent - Varying Sizes) and 25 Linear Feet	\$425/Opening \$50/LF	\$0 - \$11,025
Visual Estimate Total			\$0 - \$47,025
Mechanics Department Garage Building - 20 James Martin Drive (End of Community Field Road)			
12"x12" Floor Tiles and Mastic	Loft Bathroom - 100 Square Feet	\$2,500/One Containment	\$0 - \$2,500
Cove Base/Adhesive	Loft Bathroom - 40 Linear Feet	\$2,500/One Containment	\$0 - \$2,500
Sheetrock/Taping Compounds	Loft Areas - 750 Square Feet	\$5,000/One Containment	\$0 - \$5,000
Interior/Exterior Louver/Vent, Pipe, Shower, Hatch, Duct, Air Conditioning Unit Caulking Compounds	Throughout - 100 Linear Feet	\$35/LF	\$0 - \$3,500
Visual Estimate Total			\$0 - \$13,500
Estimated Total Abatement Budget Based on Visual Survey Only and Assumptions			\$7,000 - \$120,875

Additional survey(s) that include bulk sampling of building materials would be necessary to confirm the presence of asbestos and other regulated materials throughout the structures. This sampling could result in changes to these estimated abatement budgets depending on the findings/results. This estimate is based on the following core assumptions:

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CHAPTER _____ : RETAIL CANNABIS ESTABLISHMENTS

ARTICLE I: ORDINANCE LIMITING THE NUMBER OF CANNABIS ESTABLISHMENTS
THAT DISTRIBUTE CANNABIS PRODUCTS FOR RECREATIONAL AND MEDICAL USE

_____ - **Section 1. Authority**

This ordinance is adopted pursuant to General Statutes Section 7-148(c)(7)(H), as amended by Public Act 21-1 (June 2021 Special Session) which allows municipalities to regulate businesses in the Town of Cromwell in the interest of public health and safety.

_____ - **Section 2. Definitions**

For purposes of this Chapter, the Town of Cromwell adopts the definitions used in Public Act 21-1 (June 2021 Special Session), Public Act 22-70, Public Act 22-103, and General Statutes Sections 21a-408 and 21a-420, as the same may be amended from time to time.

_____ - **Section 3. Recreational and Medical Cannabis Retail Establishments**

A. There shall be no more than two (2) Cannabis Establishments that distribute any Cannabis Products for recreational use located within the Town of Cromwell, whether a Retailer or Hybrid Retailer establishment.

B. There shall be no more than one (1) Cannabis Establishment that distributes any Cannabis Products or Medical Marijuana Products for palliative or medical use located within the Town of Cromwell, whether a Dispensary Facility or Hybrid Retailer establishment.

C. Each Cannabis Establishment shall be subject to approval from the Town of Cromwell Planning and Zoning Commission in accordance with its regulations, as the same may be amended from time to time.

_____ - **Section 4. Effective Date**

This ordinance shall take effect thirty (30) days after publication of a summary of its provisions pursuant to Town of Cromwell Town Charter Article II, Section 2.11(b).

Effective date: _____.



Attachment F

CROMWELL CREATIVE DISTRICT

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

41 West Street, Cromwell, CT 06416

www.cromwellcreativedistrict.org/ cromwellcreativedistrict@gmail.com



It is Scarecrow Season 2022



CCD is holding a contest for the town to vote on

The Best Fall Display for

TRICKED OUT SCARECROWS

October 16 - October 30



**Cromwell residents & visitors
will vote for their favorite
Business Display #inthedistrict**

WIN \$100

Raffle draw from all who vote for the winning display

three ways to vote

1. Social media: CCD's FB poll
2. ccdscarecrow@gmail.com
3. In person at Cromwell Town Hall entry

Rethink How You See Cromwell

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




CROMWELL POLICE DEPARTMENT

Denise Lamontagne
Chief of Police

MEMO

TO: Anthony Salvatore
Town Manager

FROM: Chief Denise Lamontagne 

SUBJECT: Town Code 204 Streets and Sidewalks

DATE: October 31, 2022

During the October 12, 2022 Town Council meeting, Town Counselor Al Waters questioned who was responsible for grass clippings in the roadway.

According to the Town code 204-26 an Obstruction is defined as:

“Any impediment on a public highway that interferes with the removal of snow and ice from a public highway or interferes with the safe and orderly flow or passage of motor vehicle or pedestrian traffic. Such impediments may include, but are not limited to, grass clippings, brush, leaves, sand, gravel, stones, litter, vegetable and animal matter, refuse and rubbish. ”

204-27 states it is unlawful for any person to place an obstruction on a public highway in the Town. 204-28 states a person who places the obstruction on a public highway is subject to a fine.

I do not believe grass clippings in the normal course of mowing a lawn interferes with the safe and orderly flow or passage of motor vehicles or pedestrian traffic, therefore it is not a violation of the Town Ordinance. However, if a bag of grass clippings was dumped on the highway, then I believe it would constitute a violation.

Chapter 204. Streets and Sidewalks

Article VII. Removal of Obstructions on Highways

[Adopted BOS 10-13-2004]

§ 204-26. Definitions.

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

OBSTRUCTION

Any impediment on a public highway that interferes with the removal of snow and ice from a public highway or interferes with the safe and orderly flow or passage of motor vehicle or pedestrian traffic. Such impediments may include, but are not limited to, grass clippings, brush, leaves, sand, gravel, stones, litter, vegetable and animal matter, refuse and rubbish.

PERSON

Any individual, corporation, association or other aggregation of individuals.

PUBLIC HIGHWAY

Any public streets, avenues, boulevards, roads, drives, parkways, alleys and other travel ways within the Town.

§ 204-27. Obstructions restricted; removal procedure; placement of leaves on public property.

- A. It shall be unlawful for any person to place an obstruction on a public highway in the Town. The Police Department shall be responsible for enforcing the provisions of this article. Upon notification of a police officer, the property owner or occupant of the property that adjoins a public highway must remove the obstruction. If the obstruction is deemed by the police officer as an immediate public highway hazard, such police officer shall immediately notify the Department of Public Works for its prompt removal. If the obstruction interferes with or obstructs any public works project or operation, any public works employee may remove such obstruction or interference from the highway. The Town, for the cost of such removal, may bill the owner or occupant of the property. This billing will also apply to any unscheduled leaf collection provided to Town residents as a result of the placement of leaves that are determined to be an obstruction on a public highway.
- B. Placement of leaves on public property. Nothing contained in this article shall prohibit a person who owns or occupies property along a public highway from placing leaves on public property adjacent to or in front of their own property for the purposes of collection only. However, no person shall be permitted to place leaves or other material on public property that is not in front of or along side of the property he or she owns or occupies. At no time shall leaves or other materials be placed upon the paved portion of a public highway.

[Added BOS 12-14-2005]

§ 204-28. Enforcement; violations and penalties.

[Amended BOS 12-14-2005]

Any person observed placing an obstruction on a public highway or any person who places leaves on public property in violation of § 204-27B shall be subject to a fine of \$50. Any property owner adjoining a public highway on which an obstruction is placed shall be subject to a fine of \$50 for failure to remove such obstruction within 48 hours of notification by a police officer, and may be subject to a fine of \$50 per day thereafter for every day the obstruction is on the public highway in violation of this article. If the Department of Public Works removes the obstruction, as provided in § 204-27, the adjoining property owner shall be billed for the expense of said removal in addition to the penalties provided in this section.



CROMWELL POLICE DEPARTMENT

Denise Lamontagne
Chief of Police

MEMO

TO: Anthony Salvatore
Town Manager

FROM: Chief Denise Lamontagne 

SUBJECT: MOU-Schedule

DATE: October 31, 2022

The police union (NIPSEU) has requested and negotiated a draft Memorandum of Understanding with the Town regarding a trial schedule change. I believe the schedule change, which would be a bid shift by seniority, would be beneficial to the department in a multitude of ways.

The hiring of qualified police officers has become very difficult and we seldom attract certified officers. One of the main factors officers from other towns/cities are not applying in Cromwell is our schedule.

Another benefit to this trial schedule would be keeping the officers we currently employ. Our quality officers with more than two years may look to seek employment elsewhere for better schedules.

In FY21/22 budget process, I requested and was granted promoting an additional Sergeant (Administrative Sergeant), who would be responsible for accreditation, as well as other duties. Sergeant Ryan Bengtson has filled that position and is doing a tremendous job.

In moving to a trial bid shift Sergeant Bengtson would be moved back to the Patrol Division, as we would need six (6) Patrol Sergeants to staff this schedule. Sergeant Bengtson would remain as the accreditation manager and a Patrol Officer would fill the Administrative Officer's position. Sergeant Bengtson would oversee the Administrative Officer and continue to work on accreditation with this person.

This trial schedule will cost approx. \$20,000 in overtime as we do not have enough officers to fill all of the positions. There will be 7-8 open shifts that need to be covered. Once we have two (2) officers who have completed the Field Training Program there will be no open shifts, except in the normal course of business (day off/training, etc.). The cost will be absorbed through our "Regular Wages" line item, as we have a budgeted open position which has gone unfilled in this fiscal year.

While I realize that moving the Administrative Sergeant back to patrol is not what I was looking for when I asked for this position during a previous budget, I believe it is in the best interest of the department to try the proposed schedule.

I have included a six (6) month sample schedule.

Days	Name	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon								
Sergeant 1	Bengson	1/1	1/2	1/3	1/4	1/5	1/6	1/7	1/8	1/9	1/10	1/11	1/12	1/13	1/14	1/15	1/16	1/17	1/18	1/19	1/20	1/21	1/22	1/23	1/24	1/25	1/26	1/27	1/28	1/29	1/30	1/31
Sergeant 2	Parsons	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 1	Houghton	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 2	Chieffo	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 3	Thomasson	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 4																																
Patrol 5																																
Accreditation	Perlini																															
Sergeants		2	1	1	1	1	1	1	2	2	1	1	1	1	1	1	2	2	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol		2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
Total Coverage		4	3	3	3	3	3	3	3	4	3	3	3	3	3	3	4	3	4	3	3	3	3	3	3	3	3	3	3	3	3	3

Eves	Name	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon
Sergeant 1	Kogut	1/1	1/2	1/3	1/4	1/5	1/6	1/7	1/8	1/9	1/10	1/11	1/12	1/13	1/14	1/15	1/16	1/17	1/18	1/19	1/20	1/21	1/22	1/23
Sergeant 2	Maslauskas	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
Patrol 1	Campulano	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
Patrol 2	Alasiri	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
Patrol 3	Blako	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
Patrol 4	Jespersen	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
Patrol 5																								
Late Eves																								
Sergeants		2	1	1	1	1	1	1	2	2	1	1	1	1	1	1	2	2	1	1	1	1	1	
Patrol		3	3	2	2	2	2	2	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	
Total Coverage		5	4	3	3	3	3	4	5	5	4	3	3	3	3	4	5	5	4	3	3	3	3	

Mids	Name	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon
Sergeant 1	McCarter	1/1	1/2	1/3	1/4	1/5	1/6	1/7	1/8	1/9	1/10	1/11	1/12	1/13	1/14	1/15	1/16	1/17	1/18	1/19	1/20	1/21	1/22	1/23
Sergeant 2	Carlson	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
Patrol 1	Dorals	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
Patrol 2	Dean	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
Patrol 3	Ellison	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
Patrol 4																								
Patrol 5																								
Late Eves																								
Sergeants		2	1	1	1	1	1	1	2	2	1	1	1	1	1	1	2	2	1	1	1	1	1	
Patrol		2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	
Total Coverage		4	3	2	3	3	3	3	4	4	3	2	3	3	3	3	4	4	3	2	3	3	3	

Days	Name	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed
Sergeant 1	Bengston	1/31	2/1	2/2	2/3	2/4	2/5	2/6	2/7	2/8	2/9	2/10	2/11	2/12	2/13	2/14	2/15	2/16	2/17	2/18	2/19	2/20	2/21	2/22
Sergeant 2	Parsons	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 1	Haughton	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 2	Chieffo	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 3	Thomasson	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 4																								
Patrol 5																								
Accreditation	Perlini																							
Sergeants		1	2	2	1	1	1	1	1	1	1	2	2	1	1	1	1	1	1	2	2	1	1	1
Patrol		2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
Total Coverage		3	3	4	3	3	3	3	3	3	3	4	4	3	3	3	3	3	3	4	4	3	3	3

Eves	Name	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed
Sergeant 1	Kogut	1/31	2/1	2/2	2/3	2/4	2/5	2/6	2/7	2/8	2/9	2/10	2/11	2/12	2/13	2/14	2/15	2/16	2/17	2/18	2/19	2/20	2/21	2/22
Sergeant 2	Maslauskas	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 1	Computaro	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 2	Alasiri	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 3	Blako	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 4	Jespersen	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 5																								
Late Eves																								
Sergeants		1	2	2	1	1	1	1	1	1	1	2	2	1	1	1	1	1	1	2	2	1	1	1
Patrol		3	3	3	3	2	2	2	2	2	2	3	3	2	2	2	2	2	3	3	3	3	2	2
Total Coverage		4	5	5	4	3	3	3	3	4	5	5	4	3	3	3	3	3	4	5	5	4	3	3

Mids	Name	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed
Sergeant 1	McCarter	1/31	2/1	2/2	2/3	2/4	2/5	2/6	2/7	2/8	2/9	2/10	2/11	2/12	2/13	2/14	2/15	2/16	2/17	2/18	2/19	2/20	2/21	2/22
Sergeant 2	Carlson	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 1	Dorais	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 2	Dean	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 3	Ellison	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 4																								
Patrol 5																								
Late Eves																								
Sergeants		1	2	2	1	1	1	1	1	1	1	2	2	1	1	1	1	1	1	2	2	1	1	1
Patrol		2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
Total Coverage		3	4	4	3	2	3	3	3	3	4	4	3	2	3	3	3	3	4	4	4	3	2	2

Days	Name	Thu.	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri
Sergeant 1	Bengston	3/2	3/3	3/4	3/5	3/6	3/7	3/8	3/9	3/10	3/11	3/12	3/13	3/14	3/15	3/16	3/17
Sergeant 2	Parsons		1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 1	Haughton	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 2	Chieffo	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 3	Thomasson	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 4																	
Patrol 5																	
Accreditation	Perlini																
Sergeants		1	1	1	2	2	1	1	1	1	1	1	2	2	1	1	1
Patrol		2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
Total Coverage		3	3	3	4	4	3	3	3	3	3	3	4	4	3	3	3

Eves	Name	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri
Sergeant 1	Kogut	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Sergeant 2	Maslauskas	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 1	Camputaro	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 2	Alasiri	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 3	Blako	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 4	Jespersen	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 5																								
Late Eves																								
Sergeants		1	1	1	2	2	1	1	1	1	1	1	1	1	2	2	1	1	1	1	1	2	2	1
Patrol		2	2	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3
Total		3	3	4	5	5	4	4	4	4	4	4	4	5	5	4	4	4	4	4	5	5	4	4

Mids	Name	3/2	3/3	3/4	3/5	3/6	3/7	3/8	3/9	3/10	3/11	3/12	3/13	3/14	3/15	3/16	3/17	3/18	3/19	3/20	3/21	3/22	3/23	3/24	3/25	3/26	3/27	3/28	3/29	3/30	3/31
Sergeant 1	McCartier	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Sergeant 2	Carlson	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 1	Dorais	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 2	Dean	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 3	Ellison	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 4																															
Patrol 5																															
Late Eves																															
Sergeants		1	1	1	2	2	1	1	1	1	1	1	2	2	1	1	1	1	1	1	2	2	1	2	2	1	1	1	2	2	1
Patrol		2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
Total		6	6	6	7	7	6	6	6	6	6	6	7	7	6	6	6	6	6	6	7	7	6	7	7	6	6	6	7	7	6

Days	Sat		Sun		Mon		Tue		Wed		Thu		Fri		Sat		Sun		Mon		Tue		Wed		Thu		Fri		Sat		Sun	
	4/1	4/2	4/3	4/4	4/5	4/6	4/7	4/8	4/9	4/10	4/11	4/12	4/13	4/14	4/15	4/16	4/17	4/18	4/19	4/20	4/21	4/22	4/23	4/24	4/25	4/26	4/27	4/28	4/29	4/30		
Sergeant 1	1	1	0	0	0	0	1	1	1	1	0	0	0	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1		
Sergeant 2	0	0	0	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1		
Patrol 1	0	0	0	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1		
Patrol 2	1	1	1	1	0	0	0	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1		
Patrol 3	1	1	1	1	1	1	0	0	1	1	1	1	1	0	0	0	1	1	1	1	1	1	0	1	1	1	1	1	1	1		
Patrol 4																																
Patrol 5																																
Accreditation																																
Sergeants	1	1	1	1	1	1	2	1	1	1	1	1	1	2	2	1	1	1	1	1	1	2	2	1	1	1	1	1	1	2		
Patrol	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2		
Total Coverage	3	3	3	3	3	3	3	3	3	3	3	3	3	3	4	3	3	3	3	3	3	4	3	3	3	3	3	3	3	3		

Eves	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun														
Name	4/1	4/2	4/3	4/4	4/5	4/6	4/7	4/8	4/9	4/10	4/11	4/12	4/13	4/14	4/15	4/16	4/17	4/18	4/19	4/20	4/21	4/22	4/23	4/24	4/25	4/26	4/27	4/28	4/29	4/30
Sergeant 1 Kogut	1	1				1	1	1	1	1				1	1	1	1		1				1	1	1					
Sergeant 2 Masiauskas			1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 1 Computaro								1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 2 Alasiri	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 3 Blalto			1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 4 Jespersen	1				1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 5																														
Late Eves																														
Sergeants	1	1	1	1	1	2	2	1	1	1	1	1	1	1	2	1	1	1	1	1	1	2	2	1	1	1	1	1	1	2
Patrol	2	2	2	2	3	3	3	3	2	2	2	2	3	3	3	3	2	2	2	2	2	3	3	3	3	2	2	2	3	3

Mid's	Name	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun
		4/1	4/2	4/3	4/4	4/5	4/6	4/7	4/8	4/9	4/10	4/11	4/12	4/13	4/14	4/15	4/16	4/17	4/18	4/19	4/20	4/21	4/22	4/23
Sergeant 1	McCartier	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
Sergeant 2	Carlson	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
Patrol 1	Dorais	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
Patrol 2	Dean	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
Patrol 3	Ellison	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
Patrol 4																								
Patrol 5																								
Late Eves																								
Sergeants		1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
Patrol		2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	
Total Coverage		2	3	3	3	3	4	4	3	2	3	3	3	3	4	4	3	2	3	3	3	3	3	

Days	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue
Sergeant 1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
Sergeant 2	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
Patrol 1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
Patrol 2	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
Patrol 3	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
Patrol 4																							
Patrol 5																							
Accreditation																							
Sergeants	2	1	1	1	1	1	1	2	2	1	1	1	1	1	1	1	2	2	1	1	1	1	
Patrol	2	2	2	2	2	2	2	3	4	3	3	3	3	3	3	3	4	3	3	3	3	3	
Total Coverage	4	3	3	3	3	3	3	5	6	4	4	4	4	4	4	4	6	6	4	4	4	4	

	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue									
Eves	Name	5/1	5/2	5/3	5/4	5/5	5/6	5/7	5/8	5/9	5/10	5/11	5/12	5/13	5/14	5/15	5/16	5/17	5/18	5/19	5/20	5/21	5/22	5/23	5/24	5/25	5/26	5/27	5/28	5/29	5/30	
Sergeant 1	Kogut	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
Sergeant 2	Maslaukas	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
Patrol 1	Camputaro	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
Patrol 2	Alasiri	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
Patrol 3	Blako	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
Patrol 4	Jespersen	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
Patrol 5																																
Late Eves																																
Sergeants		2	1	1	1	1	1	1	2	2	1	1	1	1	1	1	2	2	1	1	1	1	1	1	2	2	1	1	1	1	1	
Patrol		3	3	2	2	2	2	3	3	3	3	2	2	2	2	3	3	3	3	2	2	2	2	3	3	3	3	2	2	2	2	2

Mids	Name	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue
Sergeant 1	McCarter	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
Sergeant 2	Carlson	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
Patrol 1	Dorais	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
Patrol 2	Dean	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
Patrol 3	Ellison	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
Patrol 4																								
Patrol 5																								
Late Eves																								
Sergeants		2	1	1	1	1	1	1	1	1	2	2	1	1	1	1	2	2	1	1	1	1	1	
Patrol		2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	
Total Coverage		4	3	3	3	3	4	4	4	4	4	4	3	2	3	3	3	4	4	3	2	3	3	

Days	Name	5/31	6/1	6/2	6/3	6/4	6/5	6/6	6/7	6/8	6/9	6/10	6/11	6/12	6/13	6/14	6/15	6/16	6/17	6/18	6/19	6/20	6/21	6/22	6/23	6/24	6/25	6/26	6/27	6/28	6/29
Sergeant 1	Bergston	0	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Sergeant 2	Parsons	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 1	Haughton	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 2	Chieffo	0	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 3	Thomasson	1	0	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 4																															
Patrol 5																															
Accreditation	Perfili																														
Sergeants		1	2	2	1	1	1	1	1	1	2	2	1	1	1	1	1	1	1	2	1	1	1	1	1	1	2	2	1	1	1
Patrol		2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
Total Coverage		3	4	4	3	3	3	3	3	3	4	4	3	3	3	3	3	3	3	4	3	3	3	3	3	3	4	4	3	3	3

Eves	Name	5/31	6/1	6/2	6/3	6/4	6/5	6/6	6/7	6/8	6/9	6/10	6/11	6/12	6/13	6/14	6/15	6/16	6/17	6/18	6/19	6/20	6/21	6/22	6/23	6/24	6/25	6/26	6/27	6/28	6/29
Sergeant 1	Kogut	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Sergeant 2	Maslauskas	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 1	Camputaro	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 2	Alasiri	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 3	Blanko	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 4	Jespersen	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 5																															
Late Eves																															
Sergeants		1	2	2	1	1	1	1	1	1	2	2	1	1	1	1	1	1	1	2	1	1	1	1	1	1	2	2	1	1	1
Patrol		3	3	3	2	2	2	2	2	3	3	3	3	3	2	2	2	2	3	3	3	2	2	2	2	2	3	3	3	2	2
Total Coverage		4	5	5	4	3	3	3	3	4	5	5	4	3	3	3	3	4	5	5	4	3	3	3	3	3	4	5	4	3	3

Mids	Name	5/31	6/1	6/2	6/3	6/4	6/5	6/6	6/7	6/8	6/9	6/10	6/11	6/12	6/13	6/14	6/15	6/16	6/17	6/18	6/19	6/20	6/21	6/22	6/23	6/24	6/25	6/26	6/27	6/28	6/29
Sergeant 1	McCarter	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Sergeant 2	Carlson	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 1	Dorais	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 2	Dean	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 3	Ellison	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Patrol 4																															
Patrol 5																															
Late Eves																															
Sergeants		1	2	2	1	1	1	1	1	1	2	2	1	1	1	1	1	1	2	2	1	1	1	1	1	1	2	2	1	1	1
Patrol		2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
Total Coverage		3	4	4	3	2	3	3	3	3	4	4	3	2	3	3	3	3	4	4	3	2	3	3	3	3	4	4	3	2	3