

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

**REGULAR MEETING AGENDA
Wednesday, September 8, 2021 at 7:00 p.m.**

- A. CALL TO ORDER**
- B. PLEDGE OF ALLEGIANCE**
- C. APPROVAL OF AGENDA**
- D. COMMISSION CHAIRMAN REPORTS/LIAISON REPORT/STAFF REPORTS**
- E. MAYOR'S UPDATE**
- F. TOWN MANAGER'S UPDATE**
- G. FINANCIAL/FINANCE DIRECTOR'S UPDATE**
 - 1. Budget Report
 - 2. Tax Refunds
 - 3. Memo from Town Manager regarding Premium Pay
- H. CHIEF OF POLICE'S UPDATE**
- I. PUBLIC WORKS DIRECTOR'S UPDATE**
- J. CITIZEN COMMENTS**
- K. NEW BUSINESS**
 - 1. Grievance #7262021, IUOE Local #30, Step 3
 - a. Mark McCrann
 - 2. Grievance #8172021, IUOE Local #30, Step 3
 - a. Mike Conant
- L. APPROVAL OF MINUTES**
 - 1. August 18, 2021 Special Meeting Minutes
 - 2. August 18, 2021 Special Meeting Minutes
 - 3. August 26, 2021 Special Meeting/Public Hearing Minutes
- M. RESIGNATIONS**
 - 1. Senior Services Commission
 - a. Shirley Banick

**TOWN OF CROMWELL
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41 WEST STREET, CROMWELL, CT 06416**

N. APPOINTMENTS

1. Conservation Commission

- a. Stacy Dabrowski (R), Regular Member, for a term expiring January 1, 2025

2. Inland Wetlands and Watercourses Agency

- a. Stacy Dabrowski (R), Alternate Member, for a term expiring December 1, 2025

O. INFORMATIONAL ITEMS

P. ADJOURN

TOWN OF CROMWELL

DATE: SEPTEMBER 1, 2021
TO: ANTHONY J. SALVATORE, TOWN MANAGER
FROM: MARIANNE SYLVESTER, FINANCE DIRECTOR
RE: SEPTEMBER TOWN COUNCIL REPORT

I am submitting budget reports for fiscal year 2022 for the Town Council meeting on September 8th. The reports reflect activity through the end of August.

The current fiscal year is pretty straightforward since we are early into the year. At this point, there is no cause for concern on a budgetary level.

The Finance Office is working diligently to close out the records for FY2021 and prepare reports for the auditors. The auditors have been collecting records and information to test and verify transactions. Most of their work is being handled electronically but on-site review will be scheduled as needed.

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 2022 '02

	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001 GENERAL FUND							
001 TOWN MANAGER'S OFFICE	406,840	0	406,840	49,403.62	3,751.06	353,685.32	13.1%
002 TOWN CLERK'S OFFICE	214,289	0	214,289	27,486.80	20,333.76	166,468.44	22.3%
003 REGISTRAR OF VOTERS	80,184	0	80,184	7,447.72	12,330.19	60,406.09	24.7%
004 PLANNING COMMISSION	3,525	0	3,525	102.24	109.20	3,313.56	6.0%
005 ECONOMIC DEVELOPMENT	23,301	0	23,301	.00	.00	23,301.00	.0%
006 BOARD OF FINANCE	1,350	0	1,350	.00	.00	1,350.00	.0%
008 CHARTER REVISION COMM	3,000	0	3,000	.00	.00	3,000.00	.0%
009 BOARD OF ASSESSMENT APPEALS	1,200	0	1,200	.00	115.80	1,084.20	9.7%
010 ZONING BOARD OF APPEALS	1,250	0	1,250	177.24	109.20	963.56	22.9%
011 INLAND WETLANDS	2,300	0	2,300	.00	.00	2,300.00	.0%
012 COMM. FOR DISABLED PEOPLE	100	0	100	.00	.00	100.00	.0%
013 DONATIONS AND DUES	48,808	0	48,808	40,690.00	8,000.00	118.00	99.8%
014 TOWN COUNCIL	41,361	0	41,361	9,450.00	29,081.25	2,829.75	93.2%
015 LEGAL EXPENSE	227,100	0	227,100	17,403.35	178,396.65	31,300.00	86.2%
016 CENTRAL SERVICES	204,551	0	204,551	55,822.09	125,718.99	23,009.92	88.8%
017 INSURANCE EXPENSE	595,700	0	595,700	136,902.22	407,744.91	51,052.87	91.4%
018 GENERAL EXPENSE	744,002	0	744,002	730,646.81	3,000.00	10,355.19	98.6%
019 DEVELOPER/PLANNER	139,195	0	139,195	25,272.00	2,522.77	111,400.23	20.0%
020 FINANCE DEPARTMENT	437,765	0	437,765	74,913.12	400.63	362,451.25	17.2%
021 TAX COLLECTOR	158,183	0	158,183	26,658.67	60.61	131,463.72	16.9%
022 ASSESSOR'S OFFICE	243,706	0	243,706	42,721.54	5,253.31	195,731.15	19.7%
030 PUBLIC WORKS ADMIN.	292,263	0	292,263	39,284.72	28,136.34	224,841.94	23.1%
031 ENGINEERING	246,304	0	246,304	31,735.79	16,140.21	198,428.00	19.4%
032 SOLID WASTE REMOVAL	723,962	0	723,962	66,981.23	492,046.78	164,933.99	77.2%
033 BUILDING INSPECTION	198,829	0	198,829	26,680.93	3,943.92	168,204.15	15.4%
034 HIGHWAY DEPT.	1,446,517	0	1,446,517	106,525.29	453,416.22	886,575.49	38.7%
035 BUILDING MAINTENANCE	681,727	0	681,727	85,549.84	116,462.95	479,714.21	29.6%
036 PARKS & GROUNDS	443,993	0	443,993	50,033.20	45,046.94	348,912.86	21.4%
037 PUBLIC WORKS-OTHER	424,000	0	424,000	27,039.43	277,876.17	119,084.40	71.9%
038 VEHICLE MAINTENANCE	318,952	0	318,952	29,063.54	106,635.45	183,253.01	42.5%
040 POLICE DEPARTMENT	3,664,392	0	3,664,392	523,981.29	64,367.71	3,076,043.00	16.1%
041 EMERGENCY MANAGEMENT	19,050	0	19,050	1,438.51	2,186.49	15,425.00	19.0%
042 ANIMAL CONTROL	92,822	0	92,822	11,502.62	.00	81,519.38	12.2%
050 HEALTH DEPARTMENT	216,639	0	216,639	39,061.69	45,007.05	132,570.26	38.8%
051 HUMAN SERVICES	132,061	0	132,061	19,066.47	1,090.61	111,903.92	15.3%
053 SENIOR SERVICES	128,121	0	128,121	17,370.06	12,399.28	98,351.66	23.2%
054 YOUTH SERVICES	107,009	0	107,009	10,862.77	3,976.29	92,169.94	13.9%
055 TRANSPORTATION SERVICES	154,230	0	154,230	18,147.72	6,708.50	129,373.78	16.1%
060 RECREATION DEPARTMENT	276,255	0	276,255	46,655.07	20,434.72	209,165.21	24.3%
061 LIBRARY	634,469	0	634,469	116,513.25	43,118.13	474,837.62	25.2%

TOWN OF CROMWELL, CT

YEAR-TO-DATE BUDGET REPORT



FOR 2022 02

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
070 BONDED DEBT	3,651,450	0	3,651,450	349,275.00	.00	3,302,175.00	9.6%
080 EMPLOYEE BENEFITS	4,008,240	0	4,008,240	665,969.25	1,572,833.33	1,769,437.42	55.9%
090 BOARD OF EDUCATION	32,750,000	0	32,750,000	1,583,236.48	.00	31,166,763.52	4.8%
119 DEVELOPMENT COMPLIANCE	113,515	0	113,515	15,628.03	600.46	97,286.51	14.3%
120 CONSERVATION COMMISSION	1,210	0	1,210	.00	.00	1,210.00	.0%
TOTAL GENERAL FUND	54,303,720	0	54,303,720	5,126,499.60	4,109,355.88	45,067,864.52	17.0%
GRAND TOTAL	54,303,720	0	54,303,720	5,126,499.60	4,109,355.88	45,067,864.52	17.0%

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

TOWN OF CROMWELL, CT

YEAR-TO-DATE BUDGET REPORT



FOR 2022 02

	ORIGINAL ESTIM REV	ESTIM REV ADJUSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
001 GENERAL FUND						
002 TOWN CLERK'S OFFICE	-294,500	0	-294,500	-67,683.00	-226,817.00	23.0%
021 TAX COLLECTOR	-46,163,159	0	-46,163,159	-25,266,011.83	-20,897,147.17	54.7%
022 ASSESSOR'S OFFICE	-1,000	0	-1,000	-50.00	-950.00	5.0%
030 PUBLIC WORKS ADMIN.	-45,900	0	-45,900	-7,706.34	-38,193.66	16.8%
033 BUILDING INSPECTION	-350,000	0	-350,000	-43,480.00	-306,520.00	12.4%
040 POLICE DEPARTMENT	-86,800	0	-86,800	-5,801.97	-80,998.03	6.7%
042 ANIMAL CONTROL	-550	0	-550	.00	-550.00	.0%
050 HEALTH DEPARTMENT	-25,000	0	-25,000	-220.00	-24,780.00	.9%
053 SENIOR SERVICES	-1,500	0	-1,500	-100.00	-1,400.00	6.7%
061 LIBRARY	-2,500	0	-2,500	-330.21	-2,169.79	13.2%
206 BOARDS & COMMISSIONS	-9,500	0	-9,500	-667.00	-8,833.00	7.0%
207 STATE OF CONNECTICUT	-5,371,399	0	-5,371,399	-137,760.39	-5,233,638.61	2.6%
208 MISCELLANEOUS SOURCES	-531,712	0	-531,712	-86,138.62	-445,573.38	16.2%
999 FUND BALANCE	-1,420,200	0	-1,420,200	.00	-1,420,200.00	.0%
TOTAL GENERAL FUND	-54,303,720	0	-54,303,720	-25,615,949.36	-28,687,770.64	47.2%
GRAND TOTAL	-54,303,720	0	-54,303,720	-25,615,949.36	-28,687,770.64	47.2%

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

Condition(s) :	Name	Prop Loc/Vehicle Info.	Paid Date	Tax	Int	L/F	Total Adjusted	Overpaid Tax
Bill Dist/Susp/Bank Address	UniqeID/Reason							
2019-01-0000709 CORELOGIC CENTRALIZED REFUNDS	7 WATCH HILL CIRCLE							
1 PO BOX 9202	00255800		12/28/2020	3,624.12	0.00	0.00	3,624.12	
92 COPPELL TX 75019-9760	Sec. 12-129 Refund of Excess Payments.			5,436.18	0.00	0.00	5,436.18	-1,812.06
2019-01-0005142 STARON KAZ	1116 CROMWELL HILLS DRIVE 1-11							
1 20 WEST RIDGE DRIVE	00493800		8/4/2020	1,613.28	0.00	0.00	1,613.28	
2019-03-0053715 DUFFY COLEEN H + DUFFY RICHARD R	Sec. 12-129 Refund of Excess Payments.			2,040.56	0.00	0.00	2,040.56	-427.28
19 NORTH RD	2006/1J8HG48N46C204838							
CROMWELL CT 06416-2614	53713		8/12/2021	12.31	0.00	0.00	12.31	
2019-03-0056224 JP MORGAN CHASE BANK NA	Sec. 12-129 Refund of Excess Payments.			148.39	0.00	0.00	148.39	-136.08
PO BOX 901098	2016/JM1GJ1U53G1453704							
2019-03-0059022 NORFLEET MARK R	56223		5/27/2021	52.03	0.00	0.00	52.03	
180 GRILLETTOWN RD UNIT 5	Sec. 12-129 Refund of Excess Payments.			311.56	0.00	0.00	311.56	-259.53
WATERBURY CT 06704-5406	2007/ZAMFE39AX70030489							
2020-01-0004768 L WATCH HILL CIRCLE G05	59020		8/12/2021	0.00	0.00	0.00	0.00	
19 SENATOR DRIVE	10500800			468.81	0.00	0.00	468.81	-468.81
CROMWELL CT 06416			7/30/2021	217.00	0.00	0.00	217.00	
2020-01-0005494 VALENTE CHRISTOPHER A	155 SKYVIEW DRIVE J-2			281.30	0.00	0.00	281.30	-64.30
1 155 SKYVIEW DRIVE, Unit J-2	00391900		7/24/2021	4,001.28	0.00	0.00	4,001.28	
92 CROMWELL CT 06416	14 ALCAP RIDGE			6,001.92	0.00	0.00	6,001.92	-2,000.64
2020-02-0000099 ATHLETES TRAINING INSTITUTE NE LLC	41601000		7/29/2021	1,155.22	0.00	0.00	1,155.22	
14 ALCAP RIDGE	2018/1Z9Z1AC18U1445706			1,522.22	0.00	0.00	1,522.22	-367.00
CROMWELL CT 06416	50372		7/15/2021	82.99	0.00	0.00	82.99	
2020-03-0050372 ANDERSON CURTIS R	Sec. 12-129 Refund of Excess Payments.			155.96	0.00	0.00	155.96	-72.97
15 RIDGE RD	2015/JTHDFREXFD160039							
CROMWELL CT 06416-1516	50389		8/12/2021	375.09	0.00	0.00	375.09	
2020-03-0050389 ANDERSON MICHAEL T	2017/1G1RD6S54HU148799			450.29	0.00	0.00	450.29	-75.20
7 NEWBURY RD	50419		8/13/2021	219.31	0.00	0.00	219.31	
CROMWELL CT 06416-1666	Sec. 12-129 Refund of Excess Payments.			657.93	0.00	0.00	657.93	-438.62
2020-03-0050419 LYNN GIUFFRIDA	2008/1GCEC14X38Z107383							
8224 TOWN RIDGE	50629		8/12/2021	163.22	0.00	0.00	163.22	
MIDDLETOWN CT 06457-1606	2018/4JA8014T1JG124824			177.98	0.00	0.00	177.98	-14.76
2020-03-0050629 ATLNTC VNTG EQUIP CO INC	50930		8/12/2021	42.56	0.00	0.00	42.56	
125 SEBETH DR	2014/1C4RDJAG6EC595200			72.99	0.00	0.00	72.99	-30.43
CROMWELL CT 06416-1033	51612		8/12/2021	357.30	0.00	0.00	357.30	
2020-03-0050930 BECIROVIC MURAT	2005/4F2CZ96195KM00772			389.63	0.00	0.00	389.63	-32.33
8 MILLENNIUM DR	51700		8/12/2021	44.33	0.00	0.00	44.33	
CROMWELL CT 06416-1129	2002/JTHBN30F420072224			88.66	0.00	0.00	88.66	-44.33
7 LANCASTER RD	52909		8/19/2021	106.35	0.00	0.00	106.35	
CROMWELL CT 06416-1947	Sec. 12-129 Refund of Excess Payments.			115.99	0.00	0.00	115.99	-9.64
2020-03-0051612 BUDZIK ANTHONY T + BUDZIK MICHELE L	2006/1J4FA44S16P728155							
8224 TOWN RIDGE	53040		7/2/2021	145.16	0.00	0.00	145.16	
MIDDLETOWN CT 06457-1606	Sec. 12-129 Refund of Excess Payments.			248.98	0.00	0.00	248.98	-103.82
2020-03-0050629 ATLNTC VNTG EQUIP CO INC	2003/WAULT64B93N020867		7/30/2021	65.99	0.00	0.00	65.99	
125 SEBETH DR	53887			131.98	0.00	0.00	131.98	-65.99
CROMWELL CT 06416-1033	2009/JHMGE88409C000743		8/12/2021	95.76	0.00	0.00	95.76	
2020-03-0050930 BECIROVIC MURAT	54649			127.65	0.00	0.00	127.65	-31.89
8 MILLENNIUM DR	2010/4T1BF3EK9AU539984		7/19/2021	161.65	0.00	0.00	161.65	
CROMWELL CT 06416-1129	55786			165.00	0.00	0.00	165.00	-3.35
7 LANCASTER RD	Sec. 12-81 (20) Servicemen Having Disability Rating.							
CROMWELL CT 06416-2473	2009/JH2PC40099K203149		8/12/2021	106.89	0.00	0.00	106.89	
HUDSON SANDRA L	55813			128.32	0.00	0.00	128.32	-21.43
40 BROAD ST APT 801	2014/3GYFNB38ES577623		8/12/2021	191.42	0.00	0.00	191.42	
MIDDLETOWN CT 06457-1608	57170			328.30	0.00	0.00	328.30	-136.88
2020-03-0055813 HUNT JEFFREY S								
41 CEDARLAND CT								
2020-03-0057170 LEWIS JEFFREY F								
CROMWELL CT 06416-1748								
57 GEER ST								



Town of Cromwell Office of the Town Manager

Nathaniel White Building
41 West St
Cromwell, CT 06416

Anthony J. Salvatore, Sr.
Town Manager

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

Memo

TO: TOWN COUNCIL

FROM: ANTHONY J. SALVATORE, TOWN MANAGER

DATE: SEPTEMBER 1, 2021

RE: PREMIUM PAY FOR TOWN EMPLOYEES

After careful consideration and review of the American Rescue Plan Act Interim Final Rule, and discussion with the Director of Finance, I am recommending that the Town Council approve a \$165,000 appropriation for premium pay to Town employees and the four elected officials. These employees continued to provide essential services by physically reporting to work and being present to meet the daily needs of the community while putting themselves at a higher risk of contracting COVID-19 before vaccines were available. I am proposing this premium pay be paid to employees who worked during the height of the pandemic, beginning March 1, 2020 through March 31, 2021, and are still employed by the Town, after approval of this appropriation by both the Town Council and Board of Finance.

Additionally, since the Fire District does not receive a direct benefit from this Act, I am recommending the Fire District and Water Division employees be included in this request under the same conditions.

Our recommendation would be as follows:

Full-time employees and elected officials (Town Clerk & Tax Collector) - \$1,000.00
Part-time employees and elected officials (Registrars) - \$500.00

cc: Marianne Sylvester, Director of Finance




CROMWELL POLICE DEPARTMENT

Denise Lamontagne
Chief of Police

MEMO

TO: Anthony Salvatore
Town Manager

FROM: Chief Denise Lamontagne 

SUBJECT: Town Council Report

DATE: September 1, 2021

In preparation for the September Town Council meeting, I am providing you the August monthly statistics. I will also provide you a report from K-9 Officer John Carlson for activity for the month of August 2021 during the meeting.

Response to Aggression/Resistance: one incident (3 officers)

Civilian Complaints: none

Training:

- Dispatcher Ayotte: Telecommunicator Class (Now State Certified)
- Off. Bialko: TASER instructor Recertification
- Sgt. Parsons: FBI-LEEDA (2nd of trilogy)
- Capt. Sifodaskalakis: COLLECT Recertification

Officer Haughton, Detective Young, Officer Carlson and Detective Jones provided me with their letters of interest and resumes for the Sergeant's promotional process. The written and oral test are later this month.

The Cromwell Police received a \$35,000 Coronavirus Relief Funds Grant from the Office of Policy and Management (OPM). The Grant was made available to support unbudgeted, unanticipated payroll expenses occurring between August 9, 2021 and December 31, 2021. All funds must be obligated by December 31, 2021. The funds may be used for payroll expenses for personnel substantially devoted to mitigating or responding to

COVID-19 related crimes. An example of these related crimes are car thefts, car breaks, and burglaries.

The Police Department will focus on two areas which will be funded by the grant. The first area will focus on the challenge of training our patrol officers on the importance of collecting physical evidence from crime scenes such as recovered stolen cars, car breaks, and burglaries into convenient/gas stations during the overnight hours. This can be accomplished by one of our department members who is a POSTC instructor. The class would be focused on basic crime scene evidence collection for patrol officers. A majority of patrol officers do not have the opportunity to attend an evidence collection class as they are designed for a detective.

The second area will focus on is Proactive Policing. Proactive Policing will help the Cromwell Police Department get out in front of events in the expectation of preventing crimes and working with community members to reduce crimes. This will assist in targeting pandemic-related crimes by adding officers on patrol to be visible and proactive by making motor vehicle stops, stopping at convenient stores/gas stations and talking to business owners and residents.

Incident Statistics Report

08/01/2021 00:00 Thru 08/31/2021 23:59

Call Type Description	Total for Period
911 Hang Up Call	18
Administrative Matter	46
Alarm - All types	10
ALARM-FALSE BILLABLE	31
All Other Offenses	1
Animal Complaint	22
Assault, Simple	1
Assist Motorist	28
Assist Other Agency	20
Burglary	3
Car Seat Installation	1
CAR WASH	43
Civil Matter	7
Credit Card/ATM Fraud	1
Dis Conduct/BOP	2
Domestic Incident	3
DUI	1
Dumping	1
Escort	2
False Pretenses/Swindling	1
Fight/Disturbance	2
Fingerprinting	29
Follow Up	1
FV Protocol / P.A.	8
Harrassing Phone Calls	1
Identity Theft	4
Impaired / Intox Person	2
Impersonation	1
Juvenile Incident	4
K-9 Assist	4
Larceny - From Building	3
Larceny - From MV	2
Larceny - MV Parts/Access	2
Larceny -Shoplifting	17
Larceny- Other	3
Medical Emergency	44
MEDICATION DISPOSAL BOX	2
Missing Person	1
MV Accident	31

Incident Statistics Report
08/01/2021 00:00 Thru 08/31/2021 23:59

Call Type Description	Total for Period
MV Abandoned	1
MV Parking Violation	3
MV Theft	1
MV Violation	128
MV VIOLATION ATTEMPTED	1
MVA NR PRIV PROP	15
Noise Complaint	5
Nursing Home Fax Report	1
Property Check	373
Property Lost/Found	7
Property Seized	2
Record Only Call	10
Road Cond/TCS Out	22
ROBBERY	1
See Complainant	41
Serve Warrant INFO	10
Suspicious Activity	45
TEST CALL	3
Threaten/Harass/Intimidation	3
Town Ordinance	1
Traffic Assignment	45
Trespassing	10
Unfounded Complaint	27
Untimely Death	4
Unwanted Person	10
Well Being Check	20
Total:	1192

Monthly NIBRS Statistics

08/01/2021 00:00 Thru 08/31/2021 23:59

Call Description	Curr Mth	Prev Mth	% Chg	Prev Year	% Chg	Year To Date	Year To Date 2020	% Chg
	08/t 2021	07/ 2021	Mth to Mth	08/2020	Mth to Yr	1/1 - 08/31/2021	1/1 - 08/31/2020	2021 / 2020
11A Forcible Rape	0	0	% 0	0	% 0	0	2	% -50
11B Forcible Sodomy	0	0	% 0	0	% 0	0	1	% -100
11D Forcible Fondling	2	0	% +200	0	% +200	5	2	% +150
120 Robbery	1	0	% +100	0	% +100	2	4	% -50
13A Aggravated Assault	0	0	% 0	0	% 0	0	2	% -50
13B Simple Assault	2	7	% -71.	2	% 0	32	21	% +52.3
13C Intimidation	2	10	% -80	2	% 0	34	15	% +126.
200 Arson	0	0	% 0	0	% 0	1	5	% -80
210 Extortion/Blackmail	0	0	% 0	0	% 0	0	1	% -100
220 Burglary/Breaking and Enter	3	4	% -25	3	% 0	17	18	% -5.5
23C Shoplifting	16	11	% +45.4	31	% -48.	88	147	% -40.
23D Theft From Building	2	4	% -50	2	% 0	14	10	% +40
23F Theft From Vehicle	1	2	% -50	12	% -91.	15	39	% -61.
23G Theft of MV Parts or Access	3	7	% -57.	0	% +300	35	5	% +600
23H All other Larceny	1	1	% 0	1	% 0	11	10	% +10
240 Motor Vehicle Theft	1	5	% -80	6	% -83.	15	16	% -6.2
250 Counterfeiting/Forgery	1	0	% +100	0	% +100	4	12	% -66.
26A False Pretenses/Swindle/Con	1	1	% 0	3	% -66.	9	14	% -35.
26B Credit Card/Automatic Telle	2	1	% +100	2	% 0	7	8	% -12.
26C Impersonation	0	0	% 0	0	% 0	1	0	% +100
26E Wire Fraud	0	1	% 100	0	% 0	3	1	% +200
26F Identity Theft	3	0	% +300	2	% +50	11	19	% -42.
26G Hacking/Computer	0	0	% 0	0	% 0	0	1	% -100
270 Embezzlement	0	0	% 0	0	% 0	3	1	% +200
280 Stolen Property Offenses	0	0	% 0	0	% 0	0	1	% -100
290 Destruction/Damage/Vandalis	2	6	% -66.	6	% -66.	35	27	% +29.6
35A Drug Narcotic Violations	0	1	% 100	0	% 0	11	8	% +37.5
35B Drug Equipment Violations	0	1	% 100	1	% 100	10	10	% 0
40A Prostitution	0	0	% 0	0	% 0	4	0	% +400
520 Weapon Law Violations	1	0	% +100	0	% +100	3	4	% -25
720 Animal Cruelty	0	0	% 0	0	% 0	1	0	% +100
90A Fraud-Insufficient Funds Ch	0	0	% 0	0	% 0	1	0	% +100
90C Disorderly Conduct	0	6	% 16.6	0	% 0	18	13	% +38.4
90D Driving under the Influence	2	3	% -33.	4	% -50	20	18	% +11.1
90F Family Offenses, Nonviolent	1	1	% 0	2	% -50	9	5	% +80
90I Runaway	0	0	% 0	0	% 0	0	1	% -100
90J Trespass of Real Property	7	9	% -22.	5	% +40	29	15	% +93.3
90Z All Other Offenses	2	13	% -84.	1	% +100	43	51	% -15.
Report Totals:	56	94	% -40.	85	% -34.	491	507	% -3.1

**TOWN OF CROMWELL
TOWN COUNCIL
TOWN HALL COUNCIL CHAMBERS
41 WEST STREET, CROMWELL, CT 06416
August 18, 2021 Special Meeting Minutes**

A. CALL TO ORDER

Mayor Faienza called the meeting to order at 6:00 p.m.

B. APPROVAL OF AGENDA

Motion **made** by J. Donohue and **seconded** by S. Fortenbach to approve the Special Meeting Agenda of August 18, 2021.

In favor: E. Faienza, J. Donohue, P. Ahlquist, J. Demetriades, J. Henahan, S. Fortenbach, A. Waters. ***Motion carried.***

Mayor Faienza invited Town Manager Salvatore into Executive Session.

Motion **made** by J. Henahan and **seconded** by J. Demetriades to go into Executive Session.

In favor: E. Faienza, J. Donohue, P. Ahlquist, J. Demetriades, J. Henahan, S. Fortenbach, A. Waters. ***Motion carried.***

The Town Council went into Executive Session at 6:01 p.m.

C. EXECUTIVE SESSION

To discuss the performance of a public officer. *Action Possible.*

The Town Council came out of Executive Session at 7:07 p.m.

Motion **made** by J. Donohue and **seconded** by S. Fortenbach that after completing our review and going through the goals and objectives that were set forward that Tony has met those goals and objectives in his efforts to guide and lead the town, therefore, overall, we give him a positive review.

In favor: E. Faienza, J. Donohue, P. Ahlquist, J. Demetriades, J. Henahan, S. Fortenbach, A. Waters. ***Motion carried.***

As a positive review was conducted, a motion was **made** by S. Fortenbach and **seconded** by J. Henahan to extend the Town Manager's contract by 2-years and add a 2.35% cost of living increase to his salary.

In favor: E. Faienza, J. Henehan, J. Donohue, S. Fortenbach

Opposed: J. Demetriades, A. Waters

Abstentions: P. Ahlquist

Motion carried.

D. ADJOURN

Motion **made** by J. Donohue and **seconded** by S. Fortenbach to adjourn.

In favor: E. Faienza, J. Donohue, P. Ahlquist, J. Demetriades, J. Henehan, S. Fortenbach, A. Waters. ***Motion carried.***

The meeting adjourned at 7:11 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Amanda Calve".

Amanda Calve
Secretary

**TOWN OF CROMWELL
TOWN COUNCIL
TOWN HALL COUNCIL CHAMBERS
41 WEST STREET, CROMWELL, CT 06416
August 18, 2021 Special Meeting Minutes**

Present: Mayor E. Faienza, Deputy Mayor J. Donohue, P. Ahlquist, J. Demetriades, J. Henahan, S. Fortenbach, A. Waters

Also Present: Town Manager A. Salvatore, Director of Finance M. Sylvester, Chief of Police D. Lamontagne, Assistant Director of Public Works J. Harriman

A. CALL TO ORDER

Mayor Faienza called the meeting to order at 7:14 p.m.

B. PLEDGE OF ALLEGIANCE

The Town Council stood to recite the Pledge of Allegiance.

C. APPROVAL OF AGENDA

Motion made by J. Donohue and **seconded** by S. Fortenbach to approve the Town Council Meeting Agenda of August 18, 2021.

In favor: E. Faienza, J. Donohue, P. Ahlquist, J. Demetriades, J. Henahan, S. Fortenbach, A. Waters. **Motion carried.**

D. COMMISSION CHAIRMAN REPORTS/LIAISON REPORT/STAFF REPORTS

None.

E. MAYOR'S UPDATE

Mayor Faienza reported:

- The Revaluation interviews are complete. They made the decision to hire Northeast Municipal Resources after many questions. They are a local company and are going to focus on public communication.
- There will be a 9/11 Ceremony on Saturday, September 11th at 8:30 at Frisbee Park. He encouraged the public to attend.
- Economic Development is progressing in town. He expressed that he is grateful to have been a part of this through the years, but added he still has some work to do in the next couple of months.
- He would like to do some business visitations before the end of his term

F. TOWN MANAGER'S UPDATE

Town Manager Salvatore reported:

- He agreed with the Mayor on the Revaluation Company selected. They did an outstanding job in their interview, he ensured the Council that the people they met with for the interview would be the prime individuals doing the revaluation.

- We are monitoring COVID recommendations and will enforce additional restrictions if necessary.
- The new library space has been named "The Belden Room" after the individual who opened the Belden Library.
- The Highway Division now has a sign posted that says, "Your Tax Dollars at Work". A message to the taxpayers that the Public Works crew is working on behalf of the residents.
- Sidewalks came in underbid. He is in discussions with the Town Engineer regarding extending the sidewalks.
- The wall on Main Street came in \$200,000 under budget. Any remaining money will be moved to CNR.
- He worked with David Geer on another movie, with scenes filmed at Cromwell Landing, River Road, and the Council Chambers. This was great for Economic Development, as the crew members stayed at the Marriot and purchased food from local restaurants.
- Feasibility Space Study was completed. It will cost \$830,000 to bring the 3,200 SF Sewer Building up to code, \$1M to bring the Old Highway Building up to code, and \$250,000 to wrap up the Mechanic's Building (Phase 1). He intends to look at the Highway and Mechanic space to see if it is feasible to combine them and add a Community Room or Senior Center and to look at entire footprint for adequate parking and a potential fueling station on the property.
- Job description project is nearing completion. He hopes to bring the job descriptions to the September meeting.
- Finance Director Marianne Sylvester is researching permitted uses for the ARPA grant. They are still working on this and will eventually give a presentation to the Town Council.
- They are in discussions with individuals interested in the Red Lion. The property is up to date on their property taxes.

G. FINANCIAL/FINANCE DIRECTOR'S UPDATE

Finance Director Marianne Sylvester submitted a written report and presented it to the Town Council.

1. Appropriate \$397,200 for the Community Connectivity Grant Program (CCGP). Payment of CCGP funds will be on a "grant basis", not a "reimbursement basis". The grant has been approved by the State for the installation of sidewalks along the south side of Geer Street and west side of Main Street.

Town Engineer Jon Harriman was present and clarified that this is not a reimbursement, the Town will receive a check for the amount requested. He stated the approval of the Town Council is the last step to receive the funds.

Motion made by J. Demetriades and **seconded** by S. Fortenbach to Appropriate \$397,200 for the Community Connectivity Grant Program (CCGP). Payment of CCGP funds will be on a "grant basis", not a "reimbursement basis", as outlined in Agenda Item G.1.

In favor: E. Faienza, J. Donohue, P. Ahlquist, J. Demetriades, J. Henehan, S. Fortenbach, A. Waters. **Motion carried.**

H. CHIEF OF POLICE'S UPDATE

Police Chief LaMontagne submitted a written report and read it to the Town Council. She informed the Council that she and the Captain applied for a grant administered by OPM for funding up to \$35,000 for incidents with a correlation between the pandemic and youth crime.

I. PUBLIC WORKS DIRECTOR'S UPDATE

Assistant Public Works Director Jon Harriman was present and reported:

- Public Works is in summer maintenance mode: a lot of mowing, catch basin replacement, fixing drainage issues (popped up during rain events).
- The Fall paving schedule will be starting starting soon, the paving will take place on: Eastwood Road, Edgewood Street, Marlon Place, Kowal Drive, and Fenwood Drive.
- They plan to widen an area on Kowal Drive, in addition to replacing a number of sidewalk ramps where they intersect Main Street.
- Cedar Drive – They are looking at a way to mitigate some drainage issues by taking drainage coming down and routing it through an existing drainage easement to get it away from the low point at the entrance where it has been flooding. He believes a larger study will be required to fix the issue.
- They are having internal discussion regarding extending the sidewalks.
- Feasibility Study – they are close to a complete punch list. They are presently in a dispute resolution mitigation with the contractor. A brief discussion was held regarding remaining issues on the punch list.
- Cromwell Landing – There are a couple of items remaining. An interpretive sign has been designed by Mr. Donohue and the Cromwell Historic District that describes the history of the river, it will be mounted on a post down by the fishing pier. Eversource is committed to hooking up the light on Monday and once that is done, everything there should be complete.

J. CITIZEN COMMENTS

None.

K. NEW BUSINESS

1. Discussion and possible action regarding creating an Events Committee/creating a unified town calendar

Councilman Fortenbach informed the Council that he talked to the High School Principal about a high school student doing this either as a Senior Capstone Project or having a school club create and maintain this as a Google Calendar.

Motion **made** by J. Donohue and **seconded** by S. Fortenbach to table this item.

In favor: E. Faienza, J. Donohue, P. Ahlquist, J. Demetriades, J. Henehan, S. Fortenbach, A. Waters. ***Motion carried.***

2. Discussion and possible action regarding Request for Waiver of Bidding Process for Board of Education

Ann Burke was present on behalf of Tom Litwinczyk from the Board of Education. She explained that the Waiver of Bidding Process request is for the asbestos removal and the architectural work so that the renovation of the culinary kitchen at Cromwell High School can be moved along quickly.

Motion **made** by P. Ahlquist and **seconded** by J. Henehan to waive the bidding process for the architectural work for the renovation of the high school culinary kitchen.

In favor: E. Faienza, J. Donohue, P. Ahlquist, J. Demetriades, J. Henehan, S. Fortenbach, A. Waters. ***Motion carried.***

Motion **made** by P. Ahlquist and **seconded** by J. Henehan to waive the bidding process for the asbestos remediation process in conjunction with the Cromwell High School Kitchen Renovation.

In favor: E. Faienza, J. Donohue, P. Ahlquist, J. Demetriades, J. Henehan, S. Fortenbach, A. Waters. ***Motion carried.***

3. Discussion and possible action regarding Tax Abatement Request for Modification

Mark Forlenza was in attendance representing Cromwell Village Associates, LLC. He requested a modification of the tax abatement approved in 2019. A brief discussion was held.

Motion **made** by P. Ahlquist and **seconded** by J. Henehan to approve the modification of tax abatement schedule as presented be followed, upon issuance of a final Certificate of Occupancy.

In favor: E. Faienza, J. Donohue, P. Ahlquist, J. Demetriades, J. Henehan, S. Fortenbach, A. Waters. ***Motion carried.***

L. APPROVAL OF MINUTES

1. July 14, 2021 Regular Meeting Minutes

Mayor Faienza read the email attached hereto into the record to reflect a change to the July 14, 2021 Regular Meeting Minutes under Citizen Comments.

On Page 5, revise "P. Ahlquist rescinded his second" to read, "J. Henahan rescinded his second".

Motion made by J. Demetriades and **seconded** by S. Fortenbach to approve the July 14, 2021 Regular Meeting Minutes as amended.

In favor: E. Faienza, J. Donohue, P. Ahlquist, J. Demetriades, J. Henahan, S. Fortenbach. ***Motion carried.***

M. RESIGNATIONS

None.

N. APPOINTMENTS

1. Mattabassett District

- a. Bonnie Anderson, Regular Member for a term expiring September 2024

Motion made J. Donohue and **seconded** by S. Fortenbach to appoint Bonnie Anderson to the Mattabassett District as a regular member for a term expiring September 2024.

In favor: E. Faienza, J. Donohue, P. Ahlquist, J. Demetriades, J. Henahan, S. Fortenbach, A. Waters. ***Motion carried.***

2. Board of Finance

- a. Brian Stermer, Alternate Member for a term expiring December 2021

Motion made S. Fortenbach and **seconded** by J. Donohue to appoint Brian Stermer to the Board of Finance as an Alternate Member for a term expiring December 2021.

In favor: E. Faienza, J. Donohue, P. Ahlquist, J. Demetriades, J. Henahan, S. Fortenbach, A. Waters. ***Motion carried.***

3. Inland Wetlands and Watercourses Agency

- a. Robert Donohue, Alternate Member to Regular Member for a term expiring December 2023

Motion made J. Henahan and **seconded** by S. Fortenbach to appoint Robert Donohue to the Inland Wetlands and Watercourses Agency from an Alternate Member to a Regular Member for a term expiring December 2023.

In favor: E. Faienza, P. Ahlquist, J. Demetriades, J. Henahan, S. Fortenbach, A. Waters.

Abstained: J. Donohue.

Motion carried.

O. INFORMATIONAL ITEMS

- Councilman Demetriades shared that CCD is having their Block Party on Saturday, August 21st from 2 p.m. to 7 p.m. There will be 29 vendors, 8 bands, 1 food truck (Cromwell Pizza and Pasta), and non-profit organizations including Project Graduation, Performing Arts Boosters, Cromwell Children's Coalition, and Cromwell Arts Alliance.
- Councilman Fortenbach will be at the Performing Arts Boosters table, they are having a bake sale. He will also be at the Project Graduation table, they will have excellent raffle prizes.
- Councilman Fortenbach reported that he spoke at the Diversity, Equity, and Inclusion (DEI) Committee Meeting about the following ideas: DEI could be an umbrella committee that oversees some of the smaller committees in town that have difficulties getting quorums, they also discussed having a unity pole.

P. ADJOURN

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

In favor: E. Faienza, J. Donohue, P. Ahlquist, J. Demetriades, J. Henahan, S. Fortenbach, A. Waters. ***Motion carried.***

The meeting adjourned at 8:36 p.m.

Respectfully submitted,



Amanda Calve
Secretary

Calve, Amanda

From: Faienza, Enzo
Sent: Monday, August 2, 2021 4:24 PM
To: Deirdre Daly
Cc: Donohue, Jennifer; Ahlquist, Pat; awater@cromwellct.com; Henehan, John; Demetriades, James; Fortenbach, Stephen; Salvatore, Anthony; Calve, Amanda
Subject: Re: Objection to July 17th Town Council Meeting Minutes

Dear Mrs. Daly,

Good afternoon, I hope all is well. Thank you for your email this afternoon. We will note the additional comments and modify the minuetts at our next town council meeting to reflect that prior to approving them.

Thank you very much and have a nice rest of your day.

Best Regards,
Enzo

Sent from Enzo's iPhone

On Aug 2, 2021, at 4:05 PM, Deirdre Daly <ddaly1214@yahoo.com> wrote:

Dear Town Council Members,

In reading the July 14 Town Council meeting minutes I noticed the minutes failed to accurately document the central point of my comments. While what is written reflects some of my comments, the failure to include that I did offer an alternative solution in my statements significantly change the meaning of my comments and thus do not accurately represent my statements as a whole.

To ensure the minutes accurately reflect the entirety of my comments I would add:

"Ms Daly advocated that any sidewalk being placed on Geer Street should be placed on the industrial park side of the street, where it would have minimal impact on the long existing residential properties and could be readily maintained by the industrial maintenance crew rather than senior homeowners."

I am asking you to object to the ratification of the meeting minutes at the next town council meeting to ensure they are amended with this change.

If you would like me to reread my statement at the next town council meeting to ensure that my suggestion above is accurate I would be happy to do so.

Sincerely,

Deirdre Daly

**TOWN OF CROMWELL
TOWN COUNCIL
TOWN HALL COUNCIL CHAMBERS
41 WEST STREET, CROMWELL, CT 06416
August 26, 2021 Special Meeting/Public Hearing Minutes**

Present: Mayor E. Faienza, Deputy Mayor J. Donohue, J. Henehan, S. Fortenbach, A. Waters

Also Present: Town Manager A. Salvatore

A. CALL TO ORDER

Mayor Faienza asked for a moment of silence for those who lost their lives in Afghanistan protecting us and protecting the world.

The Council paused for a moment of silence.

Mayor Faienza then wished Councilman Fortenbach a Happy Birthday.

Mayor Faienza called the meeting to order at 4:40 p.m.

B. PUBLIC HEARING

1. Possible sale of Town-owned property at 15R Christian Hill Road.

Motion **made** by J. Donohue and **seconded** by J. Henehan to open the public hearing.

In favor: Mayor E. Faienza, Deputy Mayor J. Donohue, J. Henehan, S. Fortenbach, A. Waters. ***Motion carried.***

Mayor Faienza asked if anyone from the public would like to speak or offer comments. There were no comments.

Motion **made** J. Donohue and **seconded** J. Henehan to close the public hearing.

In favor: Mayor E. Faienza, Deputy Mayor J. Donohue, J. Henehan, S. Fortenbach, A. Waters. ***Motion carried.***

The public hearing was closed at 4:42 p.m.

C. NEW BUSINESS

1. Discussion and possible action to authorize Town Manager to sell Town-owned property at 15R Christian Hill Road.

Town Manager Salvatore informed the Council that a notice was published twice and a sign was posted on the property. The final offer received was \$60,000. He accepted the offer pending the approval of the Town Council.

The Council asked Town Manager Salvatore a couple of questions regarding the property.

Motion **made** A. Waters and **seconded** by S. Fortenbach to authorize the Town Manager to sell Town-owned property at 15R Christian Hill Road in the amount of \$60,000.

In favor: Mayor E. Faienza, Deputy Mayor J. Donohue, J. Henahan, S. Fortenbach, A. Waters. ***Motion carried.***

D. ADJOURN

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

In favor: Mayor E. Faienza, Deputy Mayor J. Donohue, J. Henahan, S. Fortenbach, A. Waters. ***Motion carried.***

The meeting adjourned at 4:46 p.m.

Sincerely,



Amanda Calve
Secretary

Stacy L. Dabrowski
Phone: (860) 573-8175 · E-mail: Stacy.Dabrowski@gmail.com

Summary: Accomplished professional with achievements in positions that include Fleet/Project Management, Contract Management, Sales Campaign Support, Purchasing, and Customer Service. Proven ability to lead cross functional teams and work collaboratively with customers to achieve success.

Professional Experience:

Product Manager – Commercial Serviceable Assets (“CSA”) – GTF

Pratt & Whitney, East Hartford, CT 06108

October 2020-Present

- Created a new process for returning unserviceable engine material from international Engine Centers, eliminating a backlog of material
- Developed performance metrics for the engine centers and internal users of the Return Material Process
- Led a cross functional team to standardize the process in which Engine Stands are procures, loaned, invoiced, and tracked
- Implemented a new communication tool to utilize when unserviceable engine material should not be returned to CSA

Product Manager – Commercial Serviceable Assets (“CSA”) – Large Commercial Engines

Pratt & Whitney, East Hartford, CT 06108

December 2019-Present

- Develop strategic business plans to procure PW4000-100” engines, modules or inventory lots for teardown, overhaul and resale
- Serve as the subject matter expert on the PW4000-100” market including cost drivers, demand, critical parts etc.
- Provide cross functional support on inventory, technical topics, purchase and sale trends
- Lead and/or support special projects and analyses to burn down current inventory levels while fully supporting market requirements
- Independently manages the acquisition process which includes responding with bid packages, developing business cases, obtaining leadership approval for major purchases
- Meet team objectives by providing cross-functional mentorship to a group of technical, quality, purchasing, sales, finance and operations employees to ensure appropriate requirements are planned and executed

Fleet Manager – Commercial Engines

Pratt & Whitney, East Hartford, CT 06108

August 2014-December 2019

- Managed multiple domestic and international long-term engine maintenance agreements with commercial airline customers
- Coordinated service plans for engine overhaul and repair, on-wing maintenance and logistical support
- Managed the cross functional EAC process for varying customer agreements for multiple engine models
- Ensured reliable day to day operational support to accommodate spare engine requirements and expeditious wing to wing turn around time
- Forecasted annual and life of plan Engine Shop Visits for fleet of 300+ Engines

Stacy L. Dabrowski
Phone: (860) 573-8175 · E-mail: Stacy.Dabrowski@gmail.com

- Managed engine shop visit costs and overall profitability of the fleet management program agreements
- Campaign support for restructuring and/or extending current agreements

Contract & Proposal Manager – Commercial Engines, Legal

Pratt & Whitney, East Hartford, CT 06108

June 2008 – August 2014

- Provide superior contract and related services to customers by delivering high quality, on time, responsive documents at each point in sales process
- Completion of 150 high quality, compliant and responsive proposals in 2013
- Implemented process improvements through the ACE Operating system to standardize work, delight customers, increase quality and reduce turnaround time.
- Developed and Implemented delivery metrics reporting system to track on time delivery and trend turn backs in the sales process
- Piloted the ACE operating System for the Legal Department and Contract Management organization in order to lead process improvement initiatives across the organization

Contract Administrator, Government Contracts, Legal

Sikorsky Aircraft Corporation, Stratford CT 06615

April 2006-June 2008

- Managed Government Contracts through life cycle valuing from \$1 thousand to \$38 million
- Championed the ACE operating system for the Government Contracts Organization
- Delivered Business Ethics Training to ensure compliance throughout the organization

Commodity Manager/Buyer

Northeast Utilities, Berlin, CT

March 2004 – April 2006

- Managed and developed strategic sourcing plans for the procurement services and material resulting in \$54 million annual spend and 56,000 Purchase Orders issued in 2005.
- Implemented a vendor performance plan including savings and diversity goals
- Facilitated consignment initiatives to reduce spend for various consumable products throughout company

Other Professional Experience:

Marketing Coordinator

UTC Fuel Cells, South Windsor, CT.

July 2001- July 2003

Business Analyst

Aftermarket Services, Global Procurement

Pratt & Whitney, East Hartford, CT.

August 2000- July 2001

Education:

Stacy L. Dabrowski
Phone: (860) 573-8175 · E-mail: Stacy.Dabrowski@gmail.com

- **Boston University – Metropolitan College**
Graduate Certificate Project Management – in progress
- **Masters of Business Administration, 2005**
University of Hartford
- **Master of Science, 2002**
Management, Marketing
Rensselaer Polytechnic Institute
- **Bachelor of Science, 2000**
Communication & Public Policy and Government
Eastern Connecticut State University