

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

**SPECIAL MEETING AGENDA
Wednesday, August 18, 2021 at 6:30 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. 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.
- H. CHIEF OF POLICE'S UPDATE**
- I. PUBLIC WORKS DIRECTOR'S UPDATE**
- J. CITIZEN COMMENTS**
- K. NEW BUSINESS**
 - 1. Discussion and possible action creating an Events Committee/creating a unified town calendar
 - 2. Discussion and possible action regarding Request for Waiver of Bidding Process for Board of Education
 - 3. Discussion and possible action regarding Tax Abatement Request for Modification
- L. APPROVAL OF MINUTES**
 - 1. July 11, 2021 Regular Meeting Minutes
- M. RESIGNATIONS**
- N. APPOINTMENTS**

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

1. Mattabassett District

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

2. Board of Finance

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

3. Inland Wetlands and Watercourses Agency

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

O. INFORMATIONAL ITEMS

P. EXECUTIVE SESSION

Q. ADJOURN

TOWN OF CROMWELL

DATE: AUGUST 2, 2021
TO: ANTHONY J. SALVATORE, TOWN MANAGER
FROM: MARIANNE SYLVESTER, FINANCE DIRECTOR
RE: AUGUST TOWN COUNCIL REPORT

I am submitting budget reports for fiscal years 2021 and 2022 for the Town Council meeting on August 11th. These reports reflect activity through the end of July.

The Finance office continues to work with departments to pay final invoices for the 2021 fiscal year. Our auditors have been requesting information to review including payroll, personnel, purchasing, and investment documents. The new fiscal year has not presented any unusual challenges at this point.

The Town has been approved for a Community Connectivity Grant Program for sidewalks to continue the sidewalk infrastructure connecting the schools, businesses, and residences along Main Street and Geer Street. Although the Town will receive the money upfront for this grant, per Town Charter, Section 8.12(d), an appropriation must be in place prior to making a commitment or expenditure. The request for this appropriation is on the agenda for this meeting.

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

FY 2021



FOR 2021 13

JOURNAL DETAIL 2022 1 TO 2022 13

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001 GENERAL FUND							
001 TOWN MANAGER'S OFFICE	394,157	0	394,157	385,397.47	.00	8,759.53	97.8%
002 TOWN CLERK'S OFFICE	206,689	0	206,689	203,958.64	632.63	2,097.73	99.0%
003 REGISTRAR OF VOTERS	78,164	0	78,164	66,997.52	.00	11,166.48	85.7%
004 PLANNING COMMISSION	3,525	0	3,525	2,000.73	53.45	1,470.82	58.3%
005 ECONOMIC DEVELOPMENT	23,911	0	23,911	18,651.00	.00	5,260.00	78.0%
006 BOARD OF FINANCE	3,000	0	3,000	1,076.09	.00	2,731.91	79.7%
008 CHARTER REVISION COMM	1,200	0	1,200	.00	.00	3,000.00	.0%
009 BOARD OF ASSESSMENT APPEALS	1,250	0	1,250	391.80	.00	808.20	32.7%
010 ZONING BOARD OF APPEALS	2,300	0	2,300	692.69	.00	557.31	55.4%
011 INLAND WETLANDS	50,491	0	50,491	595.00	50.00	1,655.00	28.0%
012 COMM. FOR DISABLED PEOPLE	41,755	0	41,755	.00	.00	1,100.00	.0%
013 DONATIONS AND DUES	223,300	20,000	243,300	42,799.87	.00	7,691.13	84.8%
014 TOWN COUNCIL	185,300	0	185,300	39,665.50	.00	2,089.50	95.0%
015 LEGAL EXPENSE	588,200	0	588,200	258,298.61	.00	-14,998.61	106.2%
016 CENTRAL SERVICES	340,003	0	340,003	195,401.79	3,697.75	-13,799.54	107.4%
017 INSURANCE EXPENSE	136,177	2,365,366	2,705,369	574,978.87	.00	13,221.13	97.8%
018 DEVELOPER/PLANNER	430,008	4,500	430,008	2,698,129.39	.00	7,239.61	99.7%
019 FINANCE DEPARTMENT	154,103	0	154,103	134,744.50	.00	5,932.50	95.8%
020 ASSESSOR'S OFFICE	286,541	0	286,541	407,350.50	1,706.80	20,950.70	95.1%
030 PUBLIC WORKS ADMIN.	244,623	0	244,623	136,226.21	5,469.73	12,407.06	91.9%
031 ENGINEERING	208,761	0	208,761	230,143.85	.00	20,191.15	91.9%
032 SOLID WASTE REMOVAL	1,411,786	0	1,411,786	271,890.69	1,628.54	13,021.77	95.5%
033 BUILDING INSPECTION	634,419	0	634,419	225,824.38	5,070.36	13,728.26	94.4%
035 BUILDING MAINTENANCE	446,836	0	446,836	621,663.11	1,936.00	146,281.89	81.0%
036 PARKS & GROUNDS	394,500	0	394,500	203,027.57	.00	5,733.43	97.3%
037 PUBLIC WORKS-OTHER	324,774	0	324,774	1,504,684.86	4,193.58	-97,092.44	106.9%
038 VEHICLE MAINTENANCE	3,643,667	0	3,643,667	585,609.55	217.48	48,591.97	92.3%
040 POLICE DEPARTMENT	19,050	3,225	3,646,892	372,189.46	251.83	74,394.71	83.4%
041 EMERGENCY MANAGEMENT	89,247	1,775	91,022	406,318.47	.00	-11,818.47	103.0%
042 ANIMAL CONTROL	201,785	0	201,785	289,232.33	29,695.24	5,846.43	98.2%
050 HEALTH DEPARTMENT	134,809	0	134,809	3,444,610.38	.00	202,281.62	94.5%
051 HUMAN SERVICES	127,927	0	127,927	14,709.92	.00	4,340.08	77.2%
053 SENIOR SERVICES	108,429	0	108,429	86,407.09	.00	4,614.91	94.9%
054 YOUTH SERVICES	170,856	0	170,856	196,474.01	705.00	4,605.99	97.7%
055 TRANSPORTATION SERVICES	266,817	0	266,817	121,169.37	.00	13,639.63	89.9%
060 RECREATION DEPARTMENT	617,326	0	617,326	100,362.71	407.62	19,604.47	84.7%
061 LIBRARY	617,326	0	617,326	115,373.09	4.41	55,478.50	67.5%
				241,696.03	.00	25,120.97	90.6%
				557,985.01	123.91	59,217.08	90.4%

TOWN OF CROMWELL, CT

YEAR-TO-DATE BUDGET REPORT



FOR 2021 13

JOURNAL DETAIL 2022 1 TO 2022 13

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
070 BONDED DEBT	3,575,200	0	3,575,200	3,551,700.00	.00	23,500.00	99.3%
080 EMPLOYEE BENEFITS	3,897,360	-29,500	3,867,860	3,597,910.02	597.82	269,352.16	93.0%
090 BOARD OF EDUCATION	31,805,990	0	31,805,990	31,699,270.08	.00	106,719.92	99.7%
119 DEVELOPMENT COMPLIANCE	109,780	0	109,780	104,675.69	.00	5,104.31	95.4%
120 CONSERVATION COMMISSION	1,210	0	1,210	140.00	.00	1,070.00	11.6%
TOTAL GENERAL FUND	52,606,892	2,365,366	54,972,258	53,818,746.38	56,442.15	1,097,069.47	98.0%
GRAND TOTAL	52,606,892	2,365,366	54,972,258	53,818,746.38	56,442.15	1,097,069.47	98.0%

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

TOWN OF CROMWELL, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2021 13

JOURNAL DETAIL 2022 1 TO 2022 13

	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	-624,357.84	329,857.84	212.0%
021 TAX COLLECTOR	-45,491,635	0	-45,491,635	-45,062,052.74	-429,582.26	99.1%
022 ASSESSOR'S OFFICE	-1,000	0	-1,000	-916.00	-84.00	91.6%
030 PUBLIC WORKS ADMIN.	-45,900	0	-45,900	-62,216.26	16,316.26	135.5%
033 BUILDING INSPECTION	-350,000	0	-350,000	-529,341.46	179,341.46	151.2%
040 POLICE DEPARTMENT	-86,800	0	-86,800	-121,274.00	34,474.00	139.7%
042 ANIMAL CONTROL	-550	0	-550	.00	-550.00	.0%
050 HEALTH DEPARTMENT	-30,000	0	-30,000	-29,980.00	-20.00	99.9%
053 SENIOR SERVICES	-1,500	0	-1,500	-370.00	-1,130.00	24.7%
061 LIBRARY	-5,000	0	-5,000	-984.21	-4,015.79	19.7%
206 BOARDS & COMMISSIONS	-9,500	0	-9,500	-7,383.65	-2,116.35	77.7%
207 STATE OF CONNECTICUT	-5,372,466	0	-5,372,466	-5,319,879.86	-52,586.14	99.0%
208 MISCELLANEOUS SOURCES	-554,741	0	-554,741	-702,887.72	148,146.72	126.7%
999 FUND BALANCE	-363,300	0	-363,300	.00	-363,300.00	.0%
TOTAL GENERAL FUND	-52,606,892	0	-52,606,892	-52,461,643.74	-145,248.26	99.7%
GRAND TOTAL	-52,606,892	0	-52,606,892	-52,461,643.74	-145,248.26	99.7%

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

TOWN OF CROMWELL, CT

YEAR-TO-DATE BUDGET REPORT

FY 2022



FOR 2022 13

JOURNAL DETAIL 2022 1 TO 2022 13

	ORIGINAL APPROP	TRANSFRS/ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001 GENERAL FUND							
001 TOWN MANAGER'S OFFICE	406,840	0	406,840	39,422.46	3,984.15	363,433.39	10.7%
002 TOWN CLERK'S OFFICE	214,289	0	214,289	21,889.54	400.00	191,999.46	10.4%
003 REGISTRAR OF VOTERS	80,184	0	80,184	5,716.38	12,335.70	62,131.92	22.5%
004 PLANNING COMMISSION	3,525	0	3,525	88.62	122.82	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	.00	1,200.00	.0%
010 ZONING BOARD OF APPEALS	1,250	0	1,250	88.62	122.82	1,038.56	16.9%
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	17,373.00	31,400.00	35.00	99.9%
014 TOWN COUNCIL	41,361	0	41,361	150.00	38,456.25	2,754.75	93.3%
015 LEGAL EXPENSE	227,100	0	227,100	200.00	15,600.00	211,300.00	7.0%
016 CENTRAL SERVICES	204,551	0	204,551	12,948.61	132,542.47	59,059.92	71.1%
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	19,898.26	2,586.40	116,710.34	16.2%
020 FINANCE DEPARTMENT	437,765	0	437,765	63,619.58	66.12	374,079.30	14.5%
021 TAX COLLECTOR	158,183	0	158,183	22,377.86	66.12	135,739.02	14.2%
022 ASSESSOR'S OFFICE	243,706	0	243,706	36,817.77	5,010.00	201,878.23	17.2%
030 PUBLIC WORKS ADMIN.	292,263	0	292,263	28,984.86	30,563.70	232,714.44	20.4%
031 ENGINEERING	246,304	0	246,304	24,377.89	2,805.04	219,121.07	11.0%
032 SOLID WASTE REMOVAL	723,962	0	723,962	20,694.91	229,651.32	473,615.77	34.6%
033 BUILDING INSPECTION	198,829	0	198,829	21,420.47	4,060.50	173,348.03	12.8%
034 HIGHWAY DEPT.	1,446,517	0	1,446,517	80,372.75	451,545.45	914,598.80	36.8%
035 BUILDING MAINTENANCE	681,727	0	681,727	32,720.46	129,341.82	497,228.45	27.1%
036 PARKS & GROUNDS	443,993	0	443,993	1,129.44	47,538.42	363,734.12	18.1%
037 PUBLIC WORKS-OTHER	424,000	0	424,000	1,129.44	23,786.16	399,084.40	5.9%
038 VEHICLE MAINTENANCE	318,952	0	318,952	19,591.05	111,348.37	188,012.58	41.1%
040 POLICE DEPARTMENT	3,664,392	0	3,664,392	395,004.08	89,623.79	3,179,764.13	13.2%
041 EMERGENCY MANAGEMENT	19,050	0	19,050	2,000.00	2,120.00	14,930.00	21.6%
042 ANIMAL CONTROL	92,822	0	92,822	20,266.12	.00	82,555.88	11.1%
050 HEALTH DEPARTMENT	216,639	0	216,639	20,495.41	59,470.32	136,673.27	36.9%
051 HUMAN SERVICES	132,061	0	132,061	15,553.36	1,096.12	115,411.52	12.6%
053 SENIOR SERVICES	128,121	0	128,121	12,278.33	14,441.85	101,400.82	20.9%
054 YOUTH SERVICES	107,009	0	107,009	7,729.28	3,450.00	95,829.72	10.4%
055 TRANSPORTATION SERVICES	154,230	0	154,230	13,103.99	7,850.00	133,276.01	13.6%
060 RECREATION DEPARTMENT	276,255	0	276,255	36,870.65	24,434.79	214,949.56	22.2%
061 LIBRARY	634,469	0	634,469	88,975.94	48,956.34	496,536.72	21.7%

TOWN OF CROMWELL, CT

YEAR-TO-DATE BUDGET REPORT



JOURNAL DETAIL 2022 1 TO 2022 13							
FOR 2022 13	ORIGINAL APPROP	TRANSFERS/ADJUSTMENTS	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	452,007.82	1,728,060.48	1,828,171.70	54.4%
090 BOARD OF EDUCATION	32,750,000	0	32,750,000	18,942.34	.00	32,731,057.66	.1%
119 DEVELOPMENT COMPLIANCE	113,515	0	113,515	13,976.19	630.00	98,908.81	12.9%
120 CONSERVATION COMMISSION	1,210	0	1,210	.00	.00	1,210.00	.0%
TOTAL GENERAL FUND	54,303,720	0	54,303,720	2,829,066.80	3,664,212.23	47,810,440.97	12.0%
GRAND TOTAL	54,303,720	0	54,303,720	2,829,066.80	3,664,212.23	47,810,440.97	12.0%

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

TOWN OF CROMWELL, CT

YEAR-TO-DATE BUDGET REPORT



FOR 2022 13

JOURNAL DETAIL 2022 1 TO 2022 13

	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	-28,041.31	-266,458.69	9.5%
021 TAX COLLECTOR	-46,163,159	0	-46,163,159	-7,378,676.65	-38,784,482.35	16.0%
022 ASSESSOR'S OFFICE	-1,000	0	-1,000	.00	-1,000.00	.0%
030 PUBLIC WORKS ADMIN.	-45,900	0	-45,900	-2,595.00	-43,305.00	5.7%
033 BUILDING INSPECTION	-350,000	0	-350,000	-29,713.04	-320,286.96	8.5%
040 POLICE DEPARTMENT	-86,800	0	-86,800	-1,624.97	-85,175.03	1.9%
042 ANIMAL CONTROL	-550	0	-550	.00	-550.00	.0%
050 HEALTH DEPARTMENT	-25,000	0	-25,000	-120.00	-24,880.00	.5%
053 SENIOR SERVICES	-1,500	0	-1,500	-50.00	-1,450.00	3.3%
061 LIBRARY	-2,500	0	-2,500	-89.35	-2,410.65	3.6%
206 BOARDS & COMMISSIONS	-9,500	0	-9,500	-360.00	-9,140.00	3.8%
207 STATE OF CONNECTICUT	-5,371,399	0	-5,371,399	.00	-5,371,399.00	.0%
208 MISCELLANEOUS SOURCES	-531,712	0	-531,712	-53,779.50	-477,932.50	10.1%
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	-7,495,049.82	-46,808,670.18	13.8%
GRAND TOTAL	-54,303,720	0	-54,303,720	-7,495,049.82	-46,808,670.18	13.8%

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



STATE OF CONNECTICUT

DEPARTMENT OF TRANSPORTATION
2800 BERLIN TURNPIKE, P.O. BOX 317546
NEWINGTON, CONNECTICUT 06131-7546
Phone: (860) 594-2047



March 19, 2019

The Honorable Enzo Faienza, Mayor
Town Hall
41 West Street
Cromwell, CT 06416

Dear Mayor Faienza:

Subject: Commitment to Fund Letter
Main Street and Geer Street Sidewalk Connectivity
Project State Project No. 0170-3513
Town of Cromwell

On January 18, 2019, the Town of Cromwell was awarded a grant under the Community Connectivity Grant Program (CCGP) by the State of Connecticut, Department of Transportation (Department).

The Department hereby commits to fund eligible project costs up to the accepted grant amount of \$397,200, based on the estimated costs provided by the Municipality.

This Commitment to Fund is subject to general conditions including, but not limited to the following:

1. The project is to be administered by the Municipality in accordance with the CCGP Guidelines. The guidelines are available at the following: www.ctconnectivity.com under the CCGP tab at the top.
2. The project costs identified in this Commitment to Fund letter are based on the requested amount from the CCGP application. It is understood that the Department has capped CCGP participation in this project at the application estimate and that any additional project costs will be the responsibility of the Municipality. This capped amount may be different than the actual grant payment, which will be based on the approved low bid. The Municipality will be allowed a maximum of 10% for contingencies and 10% for incidentals up to the capped amount.
3. Should the Municipality elect to use municipal forces to perform the construction, a request should be made to the Department with the final design submission.
4. Any project scope revisions must be reviewed and approved by the Department.

5. Upon completion of project design activities, and prior to issuing a notice to advertise/proceed, the Municipality must forward a Final Design Submission to the Department which includes the following:
 - a. Complete set of final project plans
 - b. Specifications
 - c. Contract documents
 - d. Final Construction Cost Estimate
 - e. Final Design Submission Documentation Form (template attached)
 - f. Completed General Municipal Certification for Design Activities Form (template attached)

A digital submission via e-mail is preferred.

6. The Municipality must execute and deliver a Project Authorization Letter (PAL) issued pursuant to the Master Municipal Agreement for Construction Projects and comply with its terms. The PAL will be forwarded to the Municipality for execution subsequent to the receipt of the Final Design Submission package by the Department.

This commitment is further subject to the following project specific conditions:

1. This project may require environmental permits. In accordance with the CCGP Guidelines, the Municipality will be responsible for the acquisition of all environmental permits that may be required. Please be advised that any project that involves work within waters or wetlands may require State and/or Federal environmental permits. It is critical that the Municipality and/or their consultant contact the Connecticut Department of Energy and Environmental Protection (DEEP) Land and Water Resources Division at 860-424-3019, early in the design process to discuss permitting requirements, and to identify specific concerns and design considerations. Failure to establish early communication with DEEP may result in significant time delays in the permitting process, due to the need for design changes and/or denial of permit applications. More information can be found on DEEP's Environmental Permitting Process website at:
https://www.ct.gov/deep/cwp/view.asp?a+2709&q+324232&deepNav_GID=1643.
2. This project may require utility relocations. Coordination with utility companies who have facilities within the project area should begin early in the design process.
3. This project may require work to be performed within the State-owned right-of-way. Any work within or affecting state right-of-way will require an encroachment permit. It is imperative that the design of the improvements proposed under this project be coordinated with the appropriate Department District Office during the design and construction phase. Therefore, it is requested that the municipality contact the Department District Special Services Office listed below early in the design process to review and coordinate the proposed improvements. More information on the encroachment permit process and be found at:
<https://www.ct.gov/dot/cwp/view.asp?A=1394&Q=259544>.

March 19, 2019

DISTRICT 1 MAINTENANCE

Daniel DiReinzo, Special Services Section Manager
Bureau of Highway Operations and Maintenance
1107 Cromwell Avenue

Rocky Hill 06067

Tel: (860) 258-4502

Permit Office - Tel: (860) 258-4544 or email to Kelli.McKeon@ct.gov

Please be informed that, in accordance with the CCGP Guidelines, the Department has initiated an Environmental Screening Review for this project to assist the Municipality in identifying items relative to natural resources, and historical/archeological resources, etc. that may need to be investigated or addressed during the design phase. The Environmental Screening Review is expected to be completed within thirty days (30) days from the date of this letter. The results will be forwarded to the Municipality, upon completion.

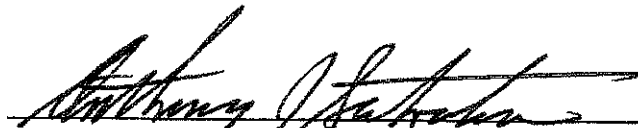
If the Municipality accepts this Commitment to Fund, the Municipal Chief Administrative Officer must sign below and return a copy within thirty (30) days from the date of this letter. Transmission via e-mail is acceptable.

If you have any questions, please contact the Project Manager, Mr. Craig Babowicz, at 860-594-2158 or CTDOT.CCGP@ct.gov.

Very truly yours,

Thomas J. Maziarz
Bureau Chief
Policy and Planning

Concurred by:



Date:

3/22/19

Print Name: ~~The Honorable Enzo Faienza, Mayor~~

ANTHONY J. SALVATORE
TOWN MANAGER
TOWN OF CROMWELL

Enclosure

cc: Anthony Salvatore (Cromwell), Jon Harriman (Cromwell)
Executive Director RiverCOG



STATE OF CONNECTICUT

DEPARTMENT OF TRANSPORTATION

2800 BERLIN TURNPIKE, P.O. BOX 317546

NEWINGTON, CONNECTICUT 06131-7546

Phone: (860)594-2015



August 3, 2021

Mr. Anthony Salvatore
Town Manager
Town Hall
41 West Street
Cromwell, CT 06416

Dear Mr. Salvatore:

Subject: Project Authorization Letter

Community Connectivity Grant for the Construction of Main Street and Geer Street
Sidewalk Connectivity
State Project No. 0170-3513GR
Federal-Aid Project No. N/A
DUNS No. 085066439
Master Agreement No.3.20-02(13)
CORE ID No. 14DOT0171AA
Town of Cromwell

On January 14, 2014, the State of Connecticut Department of Transportation (Department) and the Town of Cromwell entered into the Master Municipal Agreement for Construction Projects (Master Agreement) noted above. This Project Authorization Letter (PAL) is issued pursuant to the Master Agreement. The capitalized terms used in this PAL are the same as those used in the Master Agreement.

The Municipality is responsible for the Administration of the Construction Project.

The project includes the construction of concrete sidewalks, and ADA compliant ramps on Main Street from Sunset Dr. to Geer St and on Geer Street from Main St. to Court St.

Funding for the Construction Project is provided under the Community Connectivity program. This project has a one hundred percent (100%) State participation ratio. Payment will be on a grant basis. The maximum grant payment to the Municipality under this PAL is Three Hundred Ninety-Seven Thousand Two Hundred Dollars (\$ 397,200). Enclosed is an estimated engineering cost break down for Construction Project activities. A Demand Deposit in the amount of Zero Dollars (\$0) is due to the Department.

Upon completion of the project, the Municipality will assume all responsibility for the proper maintenance and operation of all the Municipality's facilities constructed as part of this project and to the satisfaction of the Department. Specifically, construction items within the State Right of Way including but not limited to: Concrete sidewalks, ADA compliant sidewalk ramps, pavement markings. This will also include snow and ice removal from the sidewalks and ADA sidewalk ramps.

Please note that the Municipality must fully document all project expenditures made against the grant such that they can be verified as being directly attributable to the CCGP

project/grant. This information will help facilitate the municipal State Single Audit(s) and the project/grant closeout performed by the Department upon project completion. Failure to properly document all grant expenditures may result in grant funds needing to be returned to the State.

Please indicate your concurrence with the PAL by signing below on or before August 27, 2021 and returning a copy to the Project Manager listed below. **Submission of the Written Acknowledgement of the PAL by electronic transmission is preferred.** The Master Agreement and the PAL will be incorporated into one another in their entirety and contain the legal and binding obligations of the Municipality with respect to the Construction Project.

If you have any questions, please contact the Project Manager, Mauricio Garcia-Theran, at mauricio.garcia-theran@ct.gov.

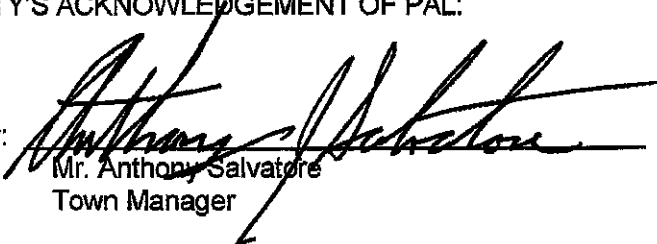
Very truly yours,

Kimberly C. Lesay
Bureau Chief
Bureau of Policy & Planning

Enclosures

MUNICIPALITY'S ACKNOWLEDGEMENT OF PAL:

Concurred By:


Mr. Anthony Salvatore
Town Manager

Date 8/6/2021

PAL ATTACHMENT
Breakdown of Community Connectivity Grant Payment Amount
For
State Project No. 0170-3513GR
Town of Cromwell

A.	Total Estimated Project Construction Cost	\$ 294,725
B.	Total Grant Amount Awarded to Municipality	\$ 397,200
C.	Payment to Be Issued To Municipality Under This PAL (Must be equal to line B)	\$ 397,200
D.	Anticipated Balance of Grant Awarded to Municipality (B minus A)	\$ 102,475
E.	Estimated Costs Over the Grant Award Amount That Shall Be the Responsibility of the Municipality (If B is less than A)	\$0

MAIN STREET & GERR STREET CONNECTIVITY
SIDEWALK PROJECT

Bid Opening July 28, 2021 11:00 a.m.

Bid Results

Line #	Item #	Item Description	Unit Qty	William B Laydon Construction LLC Unit Price	TTL	Colossale Concrete Inc. Unit Price	TTL	B & W Paving & Landscaping LLC Unit Price	TTL
1	201001	A CLEARING AND GRUBBING	LS 1	\$8,500.00	\$8,500.00	\$30,000.00	\$30,000.00	\$20,000.00	\$20,000.00
2	202513	A REMOVAL OF CONCRETE SIDEWALK & SIDEWALK RAMPS	SY 45	\$30.00	\$1,350.00	\$70.00	\$3,150.00	\$10.00	\$450.00
3	219003	A SEDIMENTATION CONTROL FILTER FABRIC FENCE SYSTEM	LF 330	\$5.00	\$1,650.00	\$6.00	\$1,980.00	\$5.00	\$1,650.00
5	404100	A BITUMINOUS CONCRETE PATCHING-FULL DEPTH	SY 125	\$75.00	\$9,375.00	\$90.00	\$11,250.00	\$100.00	\$12,500.00
6	921001	A CONCRETE SIDEWALK	SF 16,400	\$11.00	\$180,400.00	\$10.00	\$164,000.00	\$12.00	\$196,800.00
7	924005	A CONCRETE SIDEWALK RAMP	SF 860	\$20.00	\$17,200.00	\$25.00	\$21,500.00	\$15.00	\$12,900.00
8	944000	A FURNISH AND PLACING TOPSOIL	SY 2,200	\$4.00	\$8,800.00	\$16.00	\$35,200.00	\$10.00	\$22,000.00
9	950005	A TURF ESTABLISHMENT	SY 2,200	\$1.00	\$2,200.00	\$3.00	\$6,600.00	\$2.00	\$4,400.00
10	970006	A TRAFFICPERSON (MUNICIPAL OFFICER)	EST \$15,000	1.00	\$15,000.00	1.00	\$15,000.00	1.00	\$15,000.00
11	970007	A TRAFFICPERSON (UNIFORMED FLAGGER)	HRS 450	\$35.00	\$15,750.00	\$58.00	\$26,100.00	\$65.00	\$29,250.00
12	971001	A MAINTENANCE AND PROTECTION OF TRAFFIC	LS 1	\$25,000.00	\$25,000.00	\$12,000.00	\$12,000.00	\$20,000.00	\$20,000.00
13	975002	A MOBILIZATION	LS 1	\$8,500.00	\$8,500.00	\$12,000.00	\$12,000.00	\$20,000.00	\$20,000.00
14	1206023	A REMOVAL AND RELOCATION OF EXISTING SIGNS	LS 1	\$1,000.00	\$1,000.00	\$4,500.00	\$4,500.00	\$2,500.00	\$2,500.00
				\$294,725.00		Bid		\$343,810.00	
								\$357,450.00	



CROMWELL POLICE DEPARTMENT

Denise Lamontagne
Chief of Police

MEMO

TO: Anthony Salvatore
Town Manager

FROM: Chief Denise Lamontagne 

SUBJECT: Town Council Report

DATE: August 2, 2021

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

Use of Force Incidents: one (3 officers)

Civilian Complaints: one

Training:

- Off. Dean: IPMBA Police Mountain Bike Course
- Chief Lamontagne/Capt. Sifodaskalakis: Marijuana Madness-CT Edition
- Det. Young: Body Worn Cameras for Law Enforcement

Det. Young received approval from POSTC to train officers in the use and care of Body Worn Cameras (yearly State of CT mandate).

A Sergeant's promotional process was announced July 21, 2021. Officers intending to participate in the examination process have until August 20, 2021 to submit their letter of interest and resume. The written and oral board process will be announced in the near future.

Incident Statistics Report

07/01/2021 00:00 Thru 07/31/2021 23:59

Call Type Description	Total for Period
911 Hang Up Call	15
Administrative Matter	30
Alarm - All types	24
ALARM-FALSE BILLABLE	37
All Other Offenses	6
Animal Complaint	31
Assist Motorist	25
Assist Other Agency	23
Burglary	4
Car Seat Installation	1
CAR WASH	39
Civil Matter	6
Credit Card/ATM Fraud	1
Criminal Mischief / Vandalism	3
Dis Conduct/BOP	7
Domestic Incident	9
Drug/Narcotic Violation	1
DUI	2
Escort	1
Family Offenses, Nonviolent	4
Fingerprinting	12
Follow Up	1
FV Protocol / P.A.	14
Impaired / Intox Person	3
Juvenile Incident	1
K-9 Assist	2
Larceny - From MV	2
Larceny - MV Parts/Access	7
Larceny -Shoplifting	12
Larceny- Other	5
Medical Emergency	47
MEDICATION DISPOSAL BOX	2
MV Accident	32
MV Abandoned	2
MV Parking Violation	1
MV Theft	5
MV Violation	137
MV VIOLATION ATTEMPTED	2
MVA NR PRIV PROP	16

Incident Statistics Report

07/01/2021 00:00 Thru 07/31/2021 23:59

Call Type Description	Total for Period
Neighbor Dispute	1
Noise Complaint	18
Nursing Home Fax Report	6
Prescription Forgery	1
Property Check	405
Property Lost/Found	11
Property Seized	3
Record Only Call	12
Road Cond/TCS Out	27
See Complainant	60
Serve Warrant INFO	6
Suspicious Activity	79
TEST CALL	6
Threaten/Harass/Intimidation	6
Traffic Assignment	31
Trespassing	2
Unfounded Complaint	27
Untimely Death	3
Unwanted Person	11
Well Being Check	30
Total:	1317

Monthly NIBRS Statistics

07/01/2021 00:00 Thru 07/31/2021 23:59

Call Description		Curr Mth	Prev Mth	% Chg	Prev Year	% Chg	Year To Date	Year To Date 2020	% Chg
		07/ 2021	06/ 2021	Mth to Mth	07/2020	Mth to Yr	1/1 - 07/31/2021	1/1 - 07/31/2020	2021 / 2020
11A	Forcible Rape	0	0	% 0	1	% 100	0	2	% -50
11B	Forcible Sodomy	0	0	% 0	0	% 0	0	1	% -100
11D	Forcible Fondling	0	0	% 0	0	% 0	3	2	% +50
120	Robbery	0	0	% 0	1	% 100	1	4	% -75
13A	Aggravated Assault	0	0	% 0	0	% 0	1	2	% -50
13B	Simple Assault	7	6	% +16.6	1	% +600	30	19	% +57.8
13C	Intimidation	10	2	% +400	2	% +400	32	13	% +146
200	Arson	0	0	% 0	1	% 100	1	5	% -80
210	Extortion/Blackmail	0	0	% 0	0	% 0	0	1	% -100
220	Burglary/Breaking and Enter	4	4	% 0	2	% +100	14	15	% -6.6
23C	Shoplifting	11	3	% +266	31	% -64	72	116	% -37
23D	Theft From Building	3	1	% +200	0	% +300	11	8	% +37.5
23F	Theft From Vehicle	2	1	% +100	5	% -60	14	27	% -48
23G	Theft of MV Parts or Access	7	3	% +133	2	% +250	32	5	% +540
23H	All other Larceny	2	2	% 0	3	% -33	11	9	% +22.2
240	Motor Vehicle Theft	5	0	% +500	3	% +66.6	14	10	% +40
250	Counterfeiting/Forgery	0	1	% 100	0	% 0	2	12	% -83
26A	False Pretenses/Swindle/Con	1	3	% -66	1	% 0	8	11	% -27
26B	Credit Card/Automatic Telle	1	0	% +100	1	% 0	5	6	% -16
26C	Impersonation	1	1	% 0	0	% +100	2	0	% +200
26E	Wire Fraud	1	1	% 0	0	% +100	3	1	% +200
26F	Identity Theft	0	0	% 0	1	% 100	7	17	% -58
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	5	3	% +66.6	5	% 0	32	21	% +52.3
35A	Drug Narcotic Violations	1	2	% -50	3	% -66	11	8	% +37.5
35B	Drug Equipment Violations	1	2	% -50	1	% 0	10	9	% +11.1
40A	Prostitution	0	3	% 33.3	0	% 0	4	0	% +400
520	Weapon Law Violations	0	0	% 0	0	% 0	2	4	% -50
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	6	2	% +200	3	% +100	18	13	% +38.4
90D	Driving under the Influence	3	4	% -25	2	% +50	18	14	% +28.5
90F	Family Offenses, Nonviolent	1	3	% -66	0	% +100	8	3	% +166
90I	Runaway	0	0	% 0	0	% 0	0	1	% -100
90J	Trespass of Real Property	9	2	% +350	3	% +200	22	10	% +120
90Z	All Other Offenses	13	5	% +160	8	% +62.5	40	50	% -20
Report Totals:		94	54	% +74.0	80	% +17.5	433	422	% +2.60



CROMWELL POLICE DEPARTMENT

Denise Lamontagne
Chief of Police

TO: Chief Denise Lamontagne

FROM: K-9 Officer John Carlson

SUBJECT: Monthly K-9 Activity July 2021

DATE: 08-04-2021

Beginning July 1, 2021 through July 31, 2021 I am reporting the following activities for the K-9 unit:

July 14, 2021 – Case #21-7971 – K9 narcotics vehicle search – Bane successfully located numerous illegal narcotic substances inside vehicle – The Accused was arrested and charged with the following:

- Criminal Impersonation; 53a-130
- Interfering with an Officer; 53a-167a
- Illegal Possession of a Controlled Substance; 21a-279(a)(1)
- Illegal Possession of Drug Paraphernalia; 21A-267(a)

July 22, 2021 – K-9 monthly patrol in-service at Watershed in Middletown, CT – 8 Hours.

July 27, 2021 – Case #21-8526 – K9 article search for items possibly discarded by motor vehicle burglary suspects – Negative results.

July 27, 2021 – Case #21-8562 – K9 building search – Building successfully cleared – Negative results.

Nothing further at this time.



Cromwell Public Schools

"Placing Students First"

www.cromwell.k12.ct.us

Central Administrative Offices
PH: 860-632-4830

9 Captain James Mann Memorial Drive

Cromwell, CT 06416-1398
FAX: 860-632-4865

Dr. Enza Macri
Superintendent of Schools
860-632-4839
Michele DiMauro
Director of Human Resources
860-632-6043
Dr. Keri MacLean
Director of Curriculum & Instruction
860-632-6047

Sari O'Leary
Director of Student Services
860-632-4831
Ann Burke
Director of Financial Services
860-632-4837
Tommy Litwinczyk
Director of District Operations
860-632-6048

To: Anthony Salvatore, Town Manager

From: Tommy Litwinczyk, Director of District Operations

Date: July 30, 2021

Re: Waiver of QBS and RFQ for CHS Culinary Kitchen Renovation

Please accept this request for waiver of the Town of Cromwell, Purchasing Policies and Procedures, section B, subsection 3.6, subsection 3.6.6.

Whereas, the Board of Education would like to hire DRA Architects, at a cost of \$20,000 to produce drawings and documents for demolition and development for design: to coordinate consultants; to assist in the bidding process and review such bids; monitor and visit site during construction; and assist in processing project closeout, we respectfully request the Town Council's approval on the following grounds:

- Time is of the essence in returning the classroom to educational use for the intended curriculum.
- This is a limited scope project that impacts the functionality of the school by taking the classroom off-line.
- Issuing an RFP and going through the bid process would add several weeks to the project, further delaying the classroom from becoming operational.
- DRA has knowledge and understanding of the Board of Education and school system from previous projects
- DRA has knowledge and understanding with this particular project.



Cromwell Public Schools

"Placing Students First"

www.cromwell.k12.ct.us

Central Administrative Offices
PH: 860-632-4830

9 Captain James Mann Memorial Drive

Cromwell, CT 06416-1398
FAX: 860-632-4865

Dr. Enza Macri
Superintendent of Schools
860-632-4839
Michele DiMauro
Director of Human Resources
860-632-6043
Dr. Keri MacLean
Director of Curriculum & Instruction
860-632-6047

Sari O'Leary
Director of Student Services
860-632-4831
Ann Burke
Director of Financial Services
860-632-4837
Tommy Litwinczyk
Director of District Operations
860-632-6048

To: Anthony Salvatore, Town Manager

From: Tommy Litwinczyk, Director of District Operations

Date: July 30, 2021

Re: Waiver of QBS and RFQ for CHS Culinary Kitchen Renovation

Please accept this request for waiver of the Town of Cromwell, Purchasing Policies and Procedures, section B, subsection 3.6, subsection 3.6.6.

Whereas, the Board of Education would like to hire Eagle Environmental, at an estimated cost of \$6,500 to monitor the asbestos removal at the high school culinary renovation. We respectfully request the Town Council's approval on the following grounds:

- Time is of the essence in returning the classroom to educational use for the intended curriculum.
- This is a limited scope project that impacts the functionality of the school by taking the classroom off-line.
- Issuing an RFP and going through the bid process would add several weeks to the project, further delaying the classroom from becoming operational.
- Eagle Environmental has knowledge and understanding of the Board of Education and school system from previous projects
- Eagle Environmental has knowledge and understanding with this particular project.

Cromwell Village Associates, LLC
2319 Whitney Avenue, Suite 1A
Hamden, CT 06518
(203) 230 - 1600

August 10, 2021

Stuart B. Popper, AICP
Director of Planning and Development
Town of Cromwell
Via Email: spopper@cromwellct.com

RE: Cromwell Village Associates, LLC Tax Abatement

Dear Stuart:

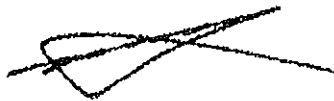
As presented in Cromwell Village Associates, LLC's May 28, 2019 application which was approved by the Town Council at the June 12, 2019 Town of Cromwell Town Council meeting, we are requesting that the approved tax abatement for the 160-unit multifamily development at 150 Country Square Drive go into effect on the Town's first Grand List after the issuance of the final Certificate of Occupancy for the project. Based on the current status of the project, it is anticipated that the final Certificate of Occupancy will be issued in early 2022; therefore, the tax abatement will become effective as of the Grand List date of October 1, 2022 and the initial tax incentive will apply to the July 1, 2023 tax payment.

Based on the above, the tax abatement will be applied to the following tax payment periods:

Yrs 1-2	July 1, 2023 through June 30, 2025	100% tax abatement
Yrs 3-6	July 1, 2025 through June 30, 2029	75% tax abatement
Yrs 7-8	July 1, 2029 through June 30, 2031	50% tax abatement
Yrs 9-10	July 1, 2031 through June 30, 2033	30% tax abatement

We understand that the Town of Cromwell, Tax Assessor Office will assess the property as of October 1, 2021 and there will be taxes payable for the period from July 1, 2022 through June 30, 2023 with no tax abatement.

Regards,



Michael Belfonti
Cromwell Village Associates, LLC
Manager


**TOWN OF CROMWELL
TOWN COUNCIL
TOWN HALL COUNCIL CHAMBERS
41 WEST STREET, CROMWELL, CT 06416
July 14, 2021 Regular 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, Director of Public Works L. Spina

A. CALL TO ORDER

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

RECEIVED FOR RECORD
Jul 20, 2021 11:16A
JoAnn Doyle
TOWN CLERK
CROMWELL, CT 

B. PLEDGE OF ALLEGIANCE

The Town Council stood to recite the Pledge of Allegiance.

C. APPROVAL OF AGENDA

Motion made by A. Waters and **seconded** by J. Henahan to approve the Town Council Regular Meeting Agenda of July 14, 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

Board of Education Chairman Matrullo reported:

- They are almost finished closing out the end of the Fiscal Year. They have a surplus of approximately \$3,000 - \$4,000. He will be asking the Board of Finance to move the surplus to the CNR Fund.
- Kitchen renovations at the High School are on track to be completed by the Fall.
- They are preparing for the new school year and waiting on further guidance regarding masks.

E. MAYOR'S UPDATE

Mayor Faienza reported:

- The Council is looking for people to serve on the Charter Revision Commission. So far they have one candidate.
- He was on the panel for the 2022 Revaluation. They are down to two firms. Interviews will be held next week.
- Economic Development continues on a good scale. There are many businesses open. He plans to talk with Town Planner Stuart Popper and Town Manager Salvatore about business visitations. He will invite the Chief

of Police, and members of the Town Council and Economic Development commission to visit businesses.

- He received many questions regarding the rainfall in the last two weeks. He understands it has been a tough time for residents and assured the residents that the Town has been doing everything they can and have been in contact with the Nike Site contractor to help mitigate the rain impacts.
- There are going to be some cool events happening with the Cromwell Creative District; Councilman Demetriades will elaborate on some of the events.
- The Farmers' Market is still happening weekly.
- Parks and Recreation has upcoming concerts and movie nights scheduled.
- He complemented the Town Staff for coming in during COVID as the Town Hall remained open.

F. TOWN MANAGER'S UPDATE

Town Manager Salvatore reported:

- Staff has done an outstanding job, employees have been at their posts everyday throughout the pandemic. He received many compliments from other towns.
- There has been flooding throughout the last couple of weeks. He provided the Town Council with photographs of a catch basin. There was a large amount of debris in the catch basin and the Public Works crew were able to remove the debris. This is believed to be the reason for the flooding at the Police Department. Public Works worked hard to help clean the Police Department including borrowing a vacuum from the City of Middletown.
- The Town is looking into the issues caused by the rainstorms on Cedar and Coles Road. They are looking into past occurrences to see if there are any changes the town can make to minimize these impacts in the future.
- Town Planner Stuart Popper and ZEO Bruce Driska issued fines for not containing the rain water onsite to minimize the impacts.
- He is aware of the flooding on Franklin Road and Chelsea Drive from the first storm.
- Nooks Hill Road was impacted from the second storm. DEEP is investigating the discharge. There is an old culvert there from the 1800s and there was petroleum-based substance found in the water.
- They are going to be looking into design and funding in the near future for Shadow Lane.
- The Highway Facility was in a dispute with a contractor regarding the project to combine DPW and WPCA into one facility. We are being sued and are going before a judge at the end of July.
- CIRMA came to visit today. We received a \$53,420 Members' Equity Distribution Check. We have received one every year for the past 9 years.
- Cromwell Landing is complete. The gazebo and benches have been installed. He recently requested the Public Works Director have a grill installed. In the

Fall the Town plans to pave the trails from the parking lot to the pier and to the gazebo.

G. FINANCIAL/FINANCE DIRECTOR'S UPDATE

1. Tax Refunds

Motion made by A. Waters and **seconded** by J. Henahan to approve Tax Refunds 1-5.

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

2. Discussion and Action to approve the following interdepartmental transfers:

To: Legal Fees - \$15,000

To: Central Services - \$12,000

To: Town Clerk's Department - \$3,500

From: Employee Benefits – \$30,500

Motion made by S. Fortenbach and **seconded** by A. Waters to approve \$30,500 in transfers from Employee Benefits to Legal Fees, Central Services, and Town Clerk's Department.

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

3. Establish separate fund for American Rescue Plan Act to facilitate accurate reporting of revenue and expenditures attributable to these resources.

Motion made by J. Donohue and **seconded** by J. Henahan to establish a separate fund for American Rescue Plan Act to facilitate accurate reporting of revenue and expenditures attributable to these resources.

In favor: E. Faienza, J. Donohue, P. Ahlquist, J. Demetriades, J. Henahan, 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.

I. PUBLIC WORKS DIRECTOR'S UPDATE

Public Works Director Lou Spina reported:

- A permanent CO has not yet been issued for the new facility. Two issues still need to be addressed.
- Geer and Main Street Sidewalks went out to bid.

- Main Street retaining wall went out to bid.
- Shadow Lane dam - preliminary drawing is complete. They plan to advance drawings to construction bid documents soon.

J. CITIZEN COMMENTS

Deirdre Daly of 63 Geer Street stated that she and her family have lived in Cromwell for over 150 years and she does not know why the Town is putting in sidewalks on the south side of Geer Street. She felt as though homeowners should have been able to provide input first. She was told that there is going to be a light industrial park in that area. She expressed that she is not in favor of sidewalks because it creates a hardship for seniors because they now have the responsibility of clearing snow from them in winter months.

Monika Grylls of 65 Geer Street echoed the previous speaker's comments. She sees the land on Geer Street being surveyed and felt that the Geer Street residents are losing their front yards and their view if the light industrial park goes in. She informed the Council that she moved here from Hartford to get out of the city; she likes the community, the closeness, and the land. She would like the feelings and opinions of the residents considered.

The Town Council recessed the meeting at 7:56 p.m.
The meeting reconvened at 8:13 p.m.

K. NEW BUSINESS

1. I.U.O.E. Local #30 Grievance #5252021-1 Step 3 (Article 7, Section 3)
 - a. Daniel Taylor

The Union was given the opportunity to present their side of the grievance.

The Town was given the opportunity to present their side of the grievance.
The Council was given the opportunity to ask questions of both sides.

Motion made by P. Ahlquist and **seconded** by S. Fortenbach to deny the grievance because it does not violate the contract.

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

Motion carried.

Discussion: Councilman Waters stated he was surprised that there is nothing in the contract that stated that if an employee has to be on call 24/7 that they would be allowed to take a vehicle home.

2. I.U.O.E. Local #30 Grievance #5252021-2 Step 3 (Article 7, Section 3)
 - a. Daniel Taylor

The Union was given the opportunity to present their side of the grievance.

The Town was given the opportunity to present their side of the grievance.

The Council was given the opportunity to ask questions of both sides.

Motion made by P. Ahlquist and **seconded** by S. Fortenbach to deny the grievance as it does not constitute a violation of the current Collective Bargaining Agreement.

In favor: E. Faienza, J. Donohue, P. Ahlquist, J. Henahan, S. Fortenbach.

Opposed: J. Demetriades, A. Waters.

Motion carried.

3. NIPSEU Local Grievance #21-03 Step 2 (Article 14, Section 3)
 - a. Cromwell Police Union

The Union was given the opportunity to present their side of the grievance.

The Town was given the opportunity to present their side of the grievance.

The Council was given the opportunity to ask questions of both sides.

Motion made by S. Fortenbach and **seconded** by J. Henahan to deny the grievance on the grounds that it does not meet the level of a grievance.

S. Fortenbach **rescinded** his motion. P. Ahlquist **rescinded** his second.

Motion made by S. Fortenbach and **seconded** by J. Henahan to deny the grievance as there was no contract violation.

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

Abstained: P. Ahlquist

Motion carried.

Discussion: Councilman Waters had a difficult time understanding how the situation constituted an "emergency" when there was a couple of days notice.

4. Discussion and possible action creating an Events Committee/creating a unified Town Calendar

A brief discussion was held. The Council felt this would be an ideal project for a High School Junior or Senior as a community service requirement. Councilman Fortenbach suggested he would discuss the idea with the High School Principal and would also present it to the Board of Education as he is the liaison.

5. Discussion and possible action regarding Request for Waiver of Bid Requirements for Approved Sanitary Sewer Line Rehabilitation Project.

Motion made by J. Donohue and **seconded** by J. Henahan to waive the bid requirements for the approved Sanitary Sewer Line Rehabilitation Project – Phase V.

Councilman Waters left the room at 9:35 p.m.

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

L. APPROVAL OF MINUTES

1. June 9, 2021 Regular Meeting Minutes

Motion made by J. Donohue and **seconded** by S. Fortenbach to approve the June 9, 2021 Regular Meeting Minutes.

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. Doug Sienna

Motion made S. Fortenbach and **seconded** J. Henahan to appoint Doug Sienna to the Mattabassett District.

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

O. INFORMATIONAL ITEMS

- Councilman Demetriades informed the Council that the Cromwell Creative District is having a color run at Pierson Park on August 21st at 2 p.m. followed by a Block Party with food trucks and entertainment. He added that Town staff have been very helpful.
- Councilman Demetriades informed the Council that the Cromwell Creative District finished the sensory mural. He was pleased to see kids playing on it. He thanked the Council for approving the project.
- Councilman Waters informed the Council that the American Legion members are talking about having a gathering to honor those who have active duty military family members.

Motion **made** J. Donohue and **seconded** S. Fortenbach to go into Executive Session at 9:41 p.m.

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

P. EXECUTIVE SESSION

Motion **made** by S. Fortenbach and **seconded** by J. Donohue to come out of Executive Session at 9:55 p.m.

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

Motion **made** by S. Fortenbach and **seconded** by J. Henehan to authorize the Town Manager to sell 15R Christian Hill Road.

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

Q. ADJOURN

Motion **made** J. Donohue and **seconded** P. Ahlquist to adjourn.

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

The meeting adjourned at 9:57 p.m.

Respectfully submitted,



Amanda Calve
Secretary