


**TOWN OF CROMWELL  
TOWN COUNCIL SPECIAL MEETING  
WEDNESDAY, NOVEMBER 18, 2020  
7:00 P.M. TOWN HALL COUNCIL CHAMBERS**

RECEIVED FOR RECORD  
Nov 13, 2020 12:33P  
JoAnn Doyle  
TOWN CLERK  
CROMWELL, CT 

*Meeting live-streamed [www.cromwellct.com](http://www.cromwellct.com), Quick links, live Town Meetings  
Public attendance limited due to COVID-19, and by request to [mayor@cromwellct.com](mailto:mayor@cromwellct.com)  
Comments to Council may be e-mailed to [mayor@cromwellct.com](mailto:mayor@cromwellct.com)*

**AMENDED AGENDA**

- 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**
  - a) Budget Reports
  - b) Tax Refunds
- H. CHIEF OF POLICE'S UPDATE**
- I. PUBLIC WORK DIRECTOR'S UPDATE**
- J. OLD BUSINESS**
- K. NEW BUSINESS**
  - a) Connecticut DPH Immunization Program Grant \$7,400. 100% Reimbursement.
    - 1. Discussion and action to transfer \$7,400 from the General Fund fund balance to the Public Health Emergency Preparedness Fund and appropriate \$7,400 for Connecticut DPH Immunization Grant.
  - b) DESPP/DEMPH EMERGENCY MANAGEMENT GRANT \$6,897.80. 100% Reimbursement.
    - 1. Discussion and action to transfer \$6,897.80 from the General Fund fund balance to the Public Health Emergency Preparedness Fund and appropriate \$6,897.80 for Emergency Management Performance Grant.

- c) Five Town Non-Emergency Interagency Agreement
  - 1. Discussion and authorization to have Town Manager sign.
- d) Presentation by Cromwell Creative District

**L. Executive Session**

- a) Discussion and strategies regarding the Cromwell Outboard Association's lease.
  - 1. Action.
- b) 90 Nooks Hill Road discussion and strategies blight violations offer.
  - 1. Action.

**M. APPROVAL OF MINUTES**

- a) Regular Meeting, October 14, 2020
- b) Special Meeting, October 29, 2020
- c) Special Meeting, November 2, 2020

**N. Appointments**

- a) Senior Services Commission
  - 1. Linda Polke, Term Expires 11/22
  - 2. Madeleine Lowry, Term Expires 11/22
  - 3. Mertie Terry, Term Expires 11/22
  - 4. Patricia Sienna, Term Expires 11/22
  - 5. Luella Landis, Term Expires 11/22
  - 6. Shirley Banic, Term Expires 11/22
  - 7. Anne Jordan, Term Expires 11/22
  - 8. Paula Luna, Term Expires 11/22
  - 9. Deidre Daly, Term Expires 11/22

**O. INFORMATIONAL ITEMS**

- a) Leaf Pickup
- b) PW-WPCA Facility Progress Report from Town Engineer

**P. ADJOURN**

## TOWN OF CROMWELL, CT



## YEAR-TO-DATE BUDGET REPORT

FOR 2021 04

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
002 TOWN CLERK'S OFFICE	-294,500	0	-294,500	-132,051.82	.00	-162,448.18	44.8%
021 TAX COLLECTOR	-45,491,635	0	-45,491,635	-25,314,037.55	.00	-20,177,597.45	55.6%
022 ASSESSOR'S OFFICE	-1,000	0	-1,000	-97.00	.00	-903.00	9.7%
030 PUBLIC WORKS ADMIN.	-45,900	0	-45,900	-13,866.60	.00	-32,033.40	30.2%
033 BUILDING INSPECTION	-350,000	0	-350,000	-198,575.23	.00	-151,424.77	56.7%
040 POLICE DEPARTMENT	-86,800	0	-86,800	-18,801.10	.00	-67,998.90	21.7%
042 ANIMAL CONTROL	-550	0	-550	.00	.00	-550.00	.0%
050 HEALTH DEPARTMENT	-30,000	0	-30,000	-1,850.00	.00	-28,150.00	6.2%
053 SENIOR SERVICES	-1,500	0	-1,500	-50.00	.00	-1,450.00	3.3%
061 LIBRARY	-5,000	0	-5,000	-273.26	.00	-4,726.74	5.5%
206 BOARDS & COMMISSIONS	-9,500	0	-9,500	-1,713.40	.00	-7,786.60	18.0%
207 STATE OF CONNECTICUT	-5,372,466	0	-5,372,466	-1,445,141.52	.00	-3,927,324.48	26.9%
208 MISCELLANEOUS SOURCES	-554,741	0	-554,741	-111,465.62	.00	-443,275.38	20.1%
999 FUND BALANCE	-363,300	0	-363,300	.00	.00	-363,300.00	.0%

GRAND TOTAL -52,606,892 0 -52,606,892 -27,237,923.10 .00 -25,368,968.90 51.8%

\*\* END OF REPORT - Generated by sharon devoe \*\*

# TOWN OF CROMWELL, CT

## YEAR-TO-DATE BUDGET REPORT

FOR 2021 04

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001 TOWN MANAGER'S OFFICE	394,157	0	394,157	123,981.71	1,381.40	268,793.89	31.8%
002 TOWN CLERK'S OFFICE	206,689	0	206,689	60,153.00	15,040.74	131,495.26	36.4%
003 REGISTRAR OF VOTERS	78,164	0	78,164	25,313.17	3,220.60	49,630.23	36.5%
004 PLANNING COMMISSION	3,525	0	3,525	396.67	316.80	2,811.53	20.2%
005 ECONOMIC DEVELOPMENT	23,911	0	23,911	300.00	.00	23,611.00	1.3%
006 BOARD OF FINANCE	1,350	0	1,350	177.00	.00	1,173.00	13.1%
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	217.80	.00	982.20	18.2%
010 ZONING BOARD OF APPEALS	1,250	0	1,250	129.67	126.30	994.03	20.5%
011 INLAND WETLANDS	2,300	0	2,300	75.00	.00	2,225.00	3.5%
012 COMM. FOR DISABLED PEOPLE	100	0	100	.00	.00	100.00	.0%
013 DONATIONS AND DUES	50,491	0	50,491	35,488.00	11,500.00	3,503.00	93.1%
014 TOWN COUNCIL	41,755	0	41,755	29,478.00	9,317.50	2,959.50	92.9%
015 LEGAL EXPENSE	223,300	0	223,300	49,488.03	138,303.47	35,508.50	84.1%
016 CENTRAL SERVICES	185,300	0	185,300	80,770.71	104,082.84	28,446.45	99.8%
017 INSURANCE EXPENSE	588,200	588,366	928,369	293,117.18	266,958.97	28,123.85	95.2%
018 GENERAL EXPENSE	340,003	0	340,003	919,934.39	3,000.00	5,434.61	99.4%
019 DEVELOPER/PLANNER	136,177	0	136,177	48,949.62	510.99	86,716.39	36.3%
020 FINANCE DEPARTMENT	430,008	0	430,008	142,326.97	7,575.91	280,105.12	34.9%
021 TAX COLLECTOR	154,103	0	154,103	44,973.49	202.25	108,927.26	29.3%
022 ASSESSOR'S OFFICE	250,335	0	250,335	83,637.03	4,657.56	162,040.41	35.3%
030 PUBLIC WORKS ADMIN.	286,541	0	286,541	89,504.43	17,623.27	179,413.30	37.4%
031 ENGINEERING	244,623	0	244,623	71,050.96	10,496.91	163,075.13	33.3%
032 SOLID WASTE REMOVAL	769,881	0	769,881	169,491.53	495,525.93	104,863.54	86.4%
033 BUILDING INSPECTION	208,761	0	208,761	84,840.66	2,993.71	120,926.63	42.1%
034 HIGHWAY DEPT.	1,411,786	1,411,786	1,411,786	320,856.30	187,048.64	903,881.06	36.0%
035 BUILDING MAINTENANCE	634,419	0	634,419	196,458.73	66,956.91	371,003.36	41.5%
036 PARKS & GROUNDS	446,836	0	446,836	146,914.30	35,610.78	264,310.92	40.8%
037 PUBLIC WORKS-OTHER	394,500	0	394,500	70,480.45	233,270.15	90,749.40	77.0%
038 VEHICLE MAINTENANCE	324,774	0	324,774	70,278.22	83,432.93	171,062.85	47.3%
040 POLICE DEPARTMENT	3,643,667	0	3,643,667	1,138,532.88	44,690.43	2,460,445.69	32.5%
041 EMERGENCY MANAGEMENT	19,050	0	19,050	5,431.97	1,868.03	11,750.00	38.3%
042 ANIMAL CONTROL	89,247	0	89,247	34,448.93	.00	54,798.07	38.6%
050 HEALTH DEPARTMENT	201,785	0	201,785	67,573.65	38,308.42	95,902.93	52.5%
051 HUMAN SERVICES	134,809	0	134,809	37,133.63	241.27	97,434.10	27.7%
053 SENIOR SERVICES	127,927	0	127,927	23,439.00	7,903.59	96,584.41	24.5%
054 YOUTH SERVICES	108,429	0	108,429	29,367.28	6,607.90	72,453.82	33.2%
055 TRANSPORTATION SERVICES	170,856	0	170,856	37,863.63	4,626.03	128,366.34	24.9%
060 RECREATION DEPARTMENT	266,817	0	266,817	84,272.12	12,021.76	170,523.12	36.1%
061 LIBRARY	617,326	0	617,326	199,405.82	34,067.29	383,852.89	37.8%
070 BONDED DEBT	3,575,200	0	3,575,200	362,375.00	.00	3,212,825.00	10.1%
080 EMPLOYEE BENEFITS	3,897,360	0	3,897,360	1,225,892.93	1,252,632.46	1,418,834.61	63.6%
090 BOARD OF EDUCATION	31,805,990	0	31,805,990	6,123,137.87	.00	25,682,857.13	19.3%
119 DEVELOPMENT COMPLIANCE	109,780	0	109,780	33,453.62	340.96	75,985.42	30.8%

# TOWN OF CROMWELL, CT



## YEAR-TO-DATE BUDGET REPORT

FOR 2021 04

120	CONSERVATION COMMISSION	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
120	CONSERVATION COMMISSION	1,210	0	1,210	.00	.00	1,210.00	.0%
	GRAND TOTAL	52,606,892	588,366	53,195,258	12,561,106.35	3,102,462.70	37,531,688.95	29.4%

\*\* END OF REPORT - Generated by sharon devoe \*\*

Posted Refund Transaction (s)			TOWN OF CROMWELL	Int Date: 11/03/2020	Date: 11/03/2020	Page: 1				
Condition(s) :	Name			Prop Loc/Vehicle Info.						
Bill	Address			UniqueID/Reason	Paid Date	Tax	Int	L/F	Total Adjusted	Overpaid Tax
Dist/Susp/Bank										
2018-03-0050026	ACAR LEASING LTD 4001 EMBARCADERO DR ARLINGTON TX 76014-4106	2018/36TU2PEJ5JG120220	50026	Sec. 12-129 Refund of Excess Payments.	9/15/2020	1,077.45 1,174.99	0.00 0.00	0.00 0.00	1,077.45 1,174.99	-97.54
2018-03-0051735	CAB EAST LLC 2975 BRECKINRIDGE BLVD DULUTH GA 30096-4977	2016/3FA6POT97GR272416	51735	Sec. 12-129 Refund of Excess Payments.	11/2/2020	304.34 405.78	0.00 0.00	0.00 0.00	304.34 405.78	-101.44
2018-03-0058757	NIEDEBALA SUZANNE F 8 RONALD DR CROMWELL CT 06416-1414	2010/2CNFLEEM9A6207244	58757	Sec. 12-129 Refund of Excess Payments.	10/1/2019	167.07 182.21	0.00 0.00	0.00 0.00	167.07 182.21	-15.14
2019-03-0051080	BERGREN RONALD A 13 OAK RIDGE DR CROMWELL CT 06416-1515	2009/1HD1FC4109Y681068	51080	Sec. 12-129 Refund of Excess Payments.	9/21/2020	189.23 227.18	0.00 0.00	0.00 0.00	189.23 227.18	-37.95
2019-03-0051507	BRINCK CARL V JR + C/O MAE BRINCK 20 HICKSVILLE RD CROMWELL CT 06416-2407	2011/JF2SHABC3BH14187	51507	Sec. 12-129 Refund of Excess Payments.	10/6/2020	166.54 199.94	0.00 0.00	0.00 0.00	166.54 199.94	-33.40
2019-03-0052134	CCAP AUTO LEASE LTD 1601 ELM ST STE 800 DALLAS TX 75201-7260	2017/1C4RJFAG8HC910363	52132	Sec. 12-129 Refund of Excess Payments.	9/23/2020	519.60 566.65	0.00 0.00	0.00 0.00	519.60 566.65	-47.05
M004				Sec. 12-129 Refund of Excess Payments.		0.00	0.00	0.00	0.00	
2019-03-0052310	CHARTER OAK UTILITY CONSTRUCTORS INC 231 SHUNPIKE RD CROMWELL CT 06416-1121	2009/JTMHY05J94002557	52308	Sec. 12-129 Refund of Excess Payments.	9/29/2020	623.45	0.00	0.00	623.45	-623.45
0017	GOSSELIN NANCY M 10 RIVERCOVE DR CROMWELL CT 06416-1518	Sec. 12-129 Refund of Excess Payments.	54939	2003/4T1BE32K03U152508	9/30/2020	79.48 86.67	0.00 0.00	0.00 0.00	79.48 86.67	-7.19
2019-03-0055689	HONDA LEASE TRUST 600 KELLY WAY HOLYOKE MA 01040-9681	2017/5J8TBAH55H1029584	55687	Sec. 12-129 Refund of Excess Payments.	10/14/2020	516.06 619.51	0.00 0.00	0.00 0.00	516.06 619.51	-103.45
0039	HOLYOKE MA 01040-9681			Sec. 12-129 Refund of Excess Payments.		382.30	0.00	0.00	382.30	
2019-03-0055726	HONDA LEASE TRUST 600 KELLY WAY HOLYOKE MA 01040-9681	2017/1HGCRC2F87HA136743	55689	2018/1HGCRC2F87HA136743	10/14/2020	458.96	0.00	0.00	458.96	-76.66
0039	HOLYOKE MA 01040-9681			Sec. 12-129 Refund of Excess Payments.		397.67	0.00	0.00	397.67	
0039	HOLYOKE MA 01040-9681			2018/1HGCRC2F87HA136743	10/14/2020	530.21	0.00	0.00	530.21	-132.54
2019-03-0059073	O KI C 2 HIGHLAND XING CROMWELL CT 06416-2717	2012/4JGBFT7BETCA789413	59071	Sec. 12-129 Refund of Excess Payments.	10/16/2020	0.00 353.91	0.00 0.00	0.00 0.00	0.00 353.91	-353.91
2019-03-0060679	ROSSBERG DONALD W 1 SOUTHWIND RD CROMWELL CT 06416-2225	2009/WVGBV75N89W500727	60680	Sec. 12-129 Refund of Excess Payments.	10/16/2020	0.00 152.33	0.00 0.00	0.00 0.00	0.00 152.33	-152.33
2019-03-0062762	USB LEASING LT 1850 OSBORN AVE OSHKOSH WI 54902-6197	2017/2C3CDZG6G0HH551100	62764	Sec. 12-129 Refund of Excess Payments.	10/20/2020	194.38 583.72	0.00 0.00	0.00 0.00	194.38 583.72	-389.34
0080				Sec. 12-129 Refund of Excess Payments.						
TOTAL	14					3,994.12 6,165.51	0.00 0.00	0.00 0.00	3,994.12 6,165.51	-2,171.39




# CROMWELL POLICE DEPARTMENT

*Denise Lamontagne*  
*Chief of Police*

## MEMO

**TO:** Anthony Salvatore  
Town Manager

**FROM:** Chief Denise Lamontagne 

**SUBJECT:** Town Council Report

**DATE:** November 4, 2020

In preparation for the November Town Council meeting, I am providing you the October monthly statistics. Also, I am including a report from K-9 Officer John Carlson for activity for the month of October 2020.

Use of Force Incidents: none

Civilian Complaints: none

**Training:** Sgt. McCarter – Legal Update, Recertification classes  
Sgt. Maslauskas – Legal Update  
Officer Brooks – scheduled FTO class was canceled  
Officer Alicea- Basic Crime Scene  
Officer Perlini - Basic Crime Scene  
Officer Brooks – Active Diffusion  
Officer Perlini – Active Diffusion  
Officer Perricone – Active Diffusion  
Department – Firearms and Defensive Tactics

Officer Luigi Computaro, Officer Ryan Chieffo and Officer Mark Thomasson will have completed their academy training on November 20, 2020 and will begin with their field training officers the following week.

We participated in the High Visibility Distracted Driving Enforcement Grant from Oct. 1-15. Included in the report is Sgt. Bengtson's memo to the CT Department of Transportation Highway Safety Office regarding the statistics.

5 West Street, Cromwell, CT 06416 [www.cromwellpd.com](http://www.cromwellpd.com)  
Telephone: 860-635-2256 Fax: 860-613-2934

On October 24, 2020 we participated in the National Prescription Drug Take Back day, sponsored by the DEA. We collected and turned over 97 pounds of medication to the DEA.

In honor of Susan G. Komen, during the month of October members of the Cromwell Police Department participated in wearing pink ribbon pins to promote breast cancer awareness. On November 4<sup>th</sup> we presented a check of \$500 to the Susan G Komen Foundation in honor of Sergeant Ryan Parsons' mother.

Throughout the month of November members of the Cromwell Police Department will ditch their razors, grow the world's greatest mustache and show support for Connecticut cancer patients. 100% of the money raised will be distributed to CT cancer patients and their caregivers in our state to assist with basic living expenses.



## Incident Statistics Report

10/01/2020 00:00 Thru 10/31/2020 23:59

Call Type Description	Total for Period
911 Hang Up Call	11
Administrative Matter	12
Alarm - All types	17
ALARM-FALSE BILLABLE	33
All Other Offenses	4
Animal Complaint	33
Assist Motorist	23
Assist Other Agency	22
Burglary	4
Car Seat Installation	3
CAR WASH	20
Civil Matter	3
Criminal Mischief / Vandalism	5
Dis Conduct/BOP	1
Domestic Incident	13
DUI	3
Dumping	4
Escort	7
False Pretenses/Swindling	2
Family Offenses, Nonviolent	1
Fight/Disturbance	1
Fingerprinting	46
Follow Up	1
FV Protocol / P.A.	8
Harrassing Phone Calls	1
Identity Theft	6
Impaired / Intox Person	2
Juvenile Incident	4
K-9 Assist	5
Larceny - From Building	4
Larceny - From MV	5
Larceny - MV Parts/Access	2
Larceny -Shoplifting	19
Larceny- Other	3
Medical Emergency	42
MV Accident	17
MV Abandoned	2
MV Parking Violation	9
MV Theft	3

## Incident Statistics Report

10/01/2020 00:00 Thru 10/31/2020 23:59

Call Type Description	Total for Period
MV Violation	117
MVA NR PRIV PROP	10
Neighbor Dispute	1
Noise Complaint	9
Nursing Home Fax Report	2
Property Check	453
Property Lost/Found	10
Property Seized	3
Record Only Call	35
Report of Gunshot	3
Road Cond/TCS Out	14
See Complainant	33
Serve Warrant INFO	3
Suspicious Activity	88
TEST CALL	1
Threaten/Harass/Intimidation	1
Town Ordinance	1
Traffic Assignment	33
Trespassing	3
Unfounded Complaint	20
Untimely Death	2
Unwanted Person	6
Well Being Check	26
<b>Total:</b>	<b>1275</b>





# CROMWELL POLICE DEPARTMENT

---

*Denise Lamontagne*  
*Chief of Police*

**TO:** Chief Denise Lamontagne

**FROM:** K-9 Officer John Carlson

**SUBJECT:** Monthly K-9 Activity October 2020

**DATE:** 11/04/2020

Beginning October 1, 2020 through October 31, 2020 I am reporting the following activities for the K-9 unit:

October 7, 2020 – Case #20-10073 – K9 building search for burglary (Newington PD)– Negative results.

October 7, 2020 – Case #20-10075 – K9 track from scene of burglary (Newington PD) – Negative results.

October 7, 2020 – Case #20-10079 – K9 track from suspicious vehicle – (Successful track) - Individual located inside house.

October 13, 2020 – Case #20-10371 – K9 demonstration for CHS students at Cromwell Square parking lot

October 16, 2020 – Case #20-10470 – K9 track for a suicidal male at Quality Inn – (Successful track) - Individual located in wooded area.

October 26, 2020 – K-9 patrol monthly in-service (Recertification) Middlefield – 8 Hours

Nothing further at this time.



# CROMWELL POLICE DEPARTMENT

---

*Denise Lamontagne*  
*Chief of Police*

To: CT Department of Transportation  
Highway Safety Office

From: Sergeant Ryan Bengtson

Re: HVDDE Grant; Fall Wave Enforcement Data/Statistics

To whom it may concern,

The following statistics are a result of our department's Fall enforcement wave for the 2020/2021 HVDDE Grant. These statistics are a result of the four (4) dates of enforcement our department worked during the October 1<sup>st</sup> through October 15<sup>th</sup> enforcement period, resulting in a total of 32 enforcement hours worked:

Motor vehicle stops conducted during HVDDE:	29
Hand Held Cell Phone Infractions Issued:	23
Written Warnings Issued:	0
Verbal Warnings Issued	6



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

---

TO: Anthony J. Salvatore  
Town Manager

Marianne Sylvester  
Director of Finance

FR: Salvatore Nesci  
Public Health Coordinator

DATE: November 6, 2020

RE: Town Council and Board of Finance Grant Approval

Attached you will find two grant approvals from the State of Connecticut Department of Public Health (DPH) and the State of Connecticut Department of Emergency Services and Public Protection Division of Emergency Management and Homeland Security (DESPP/DEMHS).

1. DPH: The Cromwell Health Department has received a grant from the Connecticut DPH Immunization Program to support Local Health Departments in their COVID-19 response efforts in the amount of \$7400 to be used for purposes of activities and purchases directly related to COVID-19 as described in the attached documents.
2. DESPP/DEMHS: The Cromwell Department of Emergency Management has received as supplemental grant (EMPG-S) to our annual Emergency Management Performance Grant (EMPG) grant for the next two years in total of \$6897.80 to be used for purposes of activities and purchases directly related to COVID-19 as described in the attached documents.

I would like to request both grants be placed on the agendas for the Town Council and Board of Finance for the month of November for consideration, approval and allocation of funding pending reimbursement.

Thank you for your consideration and please let me know if there is any further information I may provide.

# STATE OF CONNECTICUT

## DEPARTMENT OF PUBLIC HEALTH



Deidre S. Gifford, MD, MPH  
Acting Commissioner

Ned Lamont  
Governor  
Susan Bysiewicz  
Lt. Governor

### Immunization Program

**TO:** Participating Local Health Departments

**FROM:** Mick Bolduc 

Vaccine Coordinator-Connecticut Vaccine Program (CVP)

**DATE:** November 3, 2020

**SUBJECT:** Reimbursement to Local Health Departments for COVID-19 Response

The purpose of this communication is to notify you of the reimbursement available from DPH for your COVID-19 response efforts.

#### COVID-19 Response

The Department of Public Health Immunization Program has received funding from the Centers for Disease Control & Prevention (CDC) to support Local Health Department/Districts in their COVID-19 response efforts for the followed items:

- Contracting of vaccination services for COVID-19 vaccine clinics
- Purchase of digital data loggers (DDLs)
- Purchase of 2D bar code scanners
- Purchase of refrigerator/ freezer units
- Supplies necessary to run a COVID-19 vaccination clinic (personal protective equipment (PPE), dry ice, etc.).

DPH will reimburse Local Health Departments/Districts up to a maximum amount of \$7,400. Additional funds may become available in the future, but this remains uncertain at this time. Reimbursement requests must be submitted to the DPH Immunization Program MS # 11 MUN, 410 Capitol Avenue Hartford, CT 06134 ATTN: Mick Bolduc by May 31, 2021 using the Invoice Form included below.



Phone: (860) 509-7929 • Fax: (860) 706-5429  
Telecommunications Relay Service 7-1-1  
410 Capitol Avenue, P.O. Box 340308  
Hartford, Connecticut 06134-0308  
[www.ct.gov/dph](http://www.ct.gov/dph)

*Affirmative Action/Equal Opportunity Employer*



Please be sure to include the following information on/with your invoice:

☐

**Signed DPH Invoice** with your information added to the following boxes:

- Box (9) FEIN number
- Box (10) Health Department/District Name and Address
- Box (14) Authorized signature, telephone, name and title
- Box (18) Total Amount

☐

**PO# records:** For each expenditure, copies of Order paperwork from a vendor, this documentation verifies your order and will typically include the following: item name, description, unit price, extended price, shipping, etc.

☐

**Paid Invoice records:** For each expenditure, copies of documentation from your organization verifying payment has been made (examples include copies of checks issued, copies of internal Purchase Orders, copies of credit card records)

Incomplete voucher invoices will be returned for completion and resubmission.

If you have any questions, please feel free to contact me at (860) 509-7940.



STATE OF CONNECTICUT  
OFFICE OF THE STATE COMPTROLLER  
ACCOUNTS PAYABLE DIVISION

PLEASE COMPLETE THIS FORM AND SEND IT TO THE

(5) DOCUMENT DATE

**VENDOR / PAYEE: FIELDS 9,10,14 and 18 ARE MANDATORY FOR PAYMENT**

**PAYEE:**

(11) VOUCHER NO.

**PAYEE:**

(12) VOUCHER DATE

**ADDRESS:**

PREPARED BY

ADDRESS:

**ADDRESS:**

CITY:

STATE :

COUNTRY:

ZIP CODE :

(13) **VENDOR COMMENTS**

(14)

**GIVE FULL DESCRIPTION OF GOODS AND / OR SERVICES  
(TO BE COMPLETED BY VENDOR)**

(15)	QUANTITY
------	----------

(16)	UNITS
------	-------

(17)	UNIT PRICE
------	------------

(18)	AMOUNT
------	--------

(19)

AMOUNT

QUANTITY

FUND

DEPARTMENT

SID

## PROGRAM

### ACCOUNT

PROJECT/

CHARTFIELD

CHARTFIELD

## BUDGET

(30) DEPARTMENT NAME AND ADDRESS

(31) PO NO.

(32) COMMODITIES RECEIVED OR SERVICES RENDERED - SIGNATURE

(33) PO BUSINESS UNIT

(34) RECEIVING REPORT NO.

(35) DATE(S) OF RECEIPT(S)

(36) DATE SHIPPED

(37) FROM - CITY / STATE

(38) VIA - CARRIER

(39) F O B

## Nesci, Salvatore

**From:** Simoneau, Natalie <Natalie.Simoneau@ct.gov>  
**Sent:** Tuesday, November 03, 2020 1:06 PM  
**To:** Nesci, Salvatore; Turley, William  
**Cc:** Salvatore, Anthony; Sylvester, Marianne; Fletcher, Alberina; DeVoe, Sharon; Vandersloot, Kevin  
**Subject:** RE: Additional EMPG Supplemental Funding Now Available to Municipalities and Tribal Nations  
**Attachments:** Cromwell Supplemental Financial Tool 2020.xls

Good Afternoon~

Attached is the supplemental financial tool.

You will see that the tool is already prefilled for you. You are getting \$1200 for COVID testing and PPE allotment that is calculated at .05\$ per capita. If you know that you will not have any out of pocket costs for testing you can take that amount of \$1,200 and add it to the PPE amount that your town is eligible for. You do not have to notify us. We will need the invoice and proof of payment once you submit for reimbursements.

The \$5,000 planning stipend will not be able to be utilized for PPE. More information will be sent to the towns once we have a completed template and more information on updating your LEOP.

If you have any additional questions please do not hesitate to ask.

Take care  
Nat

**From:** Nesci, Salvatore <snesci@cromwellct.com>  
**Sent:** Tuesday, November 3, 2020 11:41 AM  
**To:** Turley, William <William.Turley@ct.gov>; Simoneau, Natalie <Natalie.Simoneau@ct.gov>  
**Cc:** Salvatore, Anthony <asalvatore@cromwellct.com>; Sylvester, Marianne <msylvester@cromwellct.com>; Fletcher, Alberina <afletcher@cromwellct.com>; DeVoe, Sharon <sdevoe@cromwellct.com>; Vandersloot, Kevin <Vanderslootk@cromwellct.com>  
**Subject:** RE: Additional EMPG Supplemental Funding Now Available to Municipalities and Tribal Nations

EXTERNAL EMAIL: This email originated from outside of the organization. Do not click any links or open any attachments unless you trust the sender and know the content is safe.

Bill/Natalie

Thank you for your email below. We are happy to opt into the EMPG-S grant. Looking forward to learning more about this additional COVID funding opportunity. Will you be sending us more specifics about when and how much we will receive and specific usage requirements?

Thanks,  
-Sal

-Thanks

Salvatore Nesci, R.S.

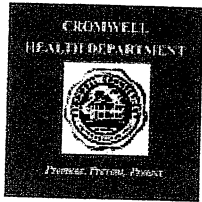
✓  
PPE 697.80  
Testing 1200 -  
\$ 1697.80

✓  
122

3000 - LEOP

7440 1697.80

Public Health Coordinator  
Acting Director of Health  
Emergency Management Director  
Town of Cromwell  
Department of Health  
41 West Street, Cromwell, CT. 06416  
Office: 860.632.3426 Fax: 630.632.3493  
Email: [snesci@cromwellct.com](mailto:snesci@cromwellct.com)  
[www.cromwellct.com](http://www.cromwellct.com)



**From:** Turley, William <[William.Turley@ct.gov](mailto:William.Turley@ct.gov)>  
**Sent:** Tuesday, November 03, 2020 11:09 AM  
**To:** Turley, William <[William.Turley@ct.gov](mailto:William.Turley@ct.gov)>  
**Cc:** Simoneau, Natalie <[Natalie.Simoneau@ct.gov](mailto:Natalie.Simoneau@ct.gov)>  
**Subject:** Additional EMPG Supplemental Funding Now Available to Municipalities and Tribal Nations

The State of Connecticut Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security (DEMHS) has received supplemental funding under the Emergency Management Performance Grant (EMPG) for activities and purchases directly related to our COVID-19. The EMPG Supplemental grant (EMPG-S) is a 2-year grant that is intended for Emergency Management Personnel who may need to staff a local EOC. Our state has been approved to pass thru \$994,698.00 to our local municipalities and tribal nations to enhance our response to the current pandemic and to plan and prepare for the next pandemic. **This is a 100% grant that does not require any match from local municipalities or tribal nations.**

As outlined in our approved work plan, the first year of additional funding will be made available to towns to purchase of Personal Protective Equipment (PPE) and COVID testing stipends for Emergency Management Director's and their staff. The PPE allocation will be based on \$0.05 per capita with a baseline of \$250.00 for smaller towns with less than 5,000 residents. The COVID testing stipend will be a flat \$1,200.00 per municipality regardless of size. All purchases and testing being claimed must have occurred after October 1<sup>st</sup>, 2020.

For the second year, a planning stipend will be added. The planning stipend will be \$5,000.00 per town regardless of size. The stipend will be paid to each town after completion of an updated Local Emergency Operations Plan (LEOP). A template containing instructions for the update of the LEOP's will be available from DEMHS next year.

No new application is necessary in most cases to receive this additional funding. **If your town has already applied for the regular EMPG program, or plans to apply for EMPG funding before December 1<sup>st</sup>, please send an email to your DEMHS Regional Coordinator asking to Opt Into the EMPG-S grant.** For all towns that Opt In, an additional subgrant will be automatically added to each towns regular EMPG subgrant for 2020 as a second signature page on the front of the subgrant document.

If your town does not participate in the regular EMPG program but you do want to receive EMPG-S funding, please ask your DEMHS Regional Coordinator to send you an application for the EMPG-S program.

We strongly encourage municipalities and tribal nations to take advantage of this new grant opportunity. If your municipality or tribal nation has any questions, please review the guidance below. If you still have questions please contact your DEMHS Regional Coordinator.

If interested, please contact Natalie Simoneau. [Natalie.Simoneau@ct.gov](mailto:Natalie.Simoneau@ct.gov)

# EMPG-S GUIDELINES AND FAQ

DESPP/DEMHS has received a FY2020 EMPG Supplemental (EMPG-S) grant for COVID response/recovery.

**IMPORTANT NOTE:** Unlike the regular EMPG program, the EMPG-S grant will be a 100% reimbursement for eligible costs. No match is required.

**IMPORTANT NOTE:** All costs claimed under this grant cannot be claimed under any other grant program or disaster declaration. This grant is for Emergency Management personnel only.

## Subgrant Information:

- **Subgrants for EMPG-S will have a 2 year Performance Period.**
  - Annual EMPG grants have a subgrant performance period of one year (10/01 -9/30)
  - EMPG-S will have a two year subgrant (10/1/20 to 9/30/22).
- **EMPG-S Eligible Items**
  - Personal Protective Equipment (PPE) – *Emergency Management Staff/EOC staff*.
    - *Gloves*
    - *Masks (cloth and/or disposable)*
    - *Sanitizer and/or sanitizing wipes.*
    - *Face Shields*
    - *Infrared Thermometers*
    - *Each town will receive at least \$250.00 for PPE.*
  - COVID Testing – *Emergency Management Staff/EOC staff*
    - *Any COVID test accepted by the DPH is eligible for reimbursement.*
    - *Each town will receive \$1,200.00 for COVID testing.*
    - *For tests not covered by insurance.*
    - *Remaining balance of testing can be used to purchase PPE as described above.*
  - *Pandemic Annex to LEOP*
    - *Template to be provided by DEMHS (ETA 2021)*
    - *Paid by stipend - \$5,000 reimbursement upon full LEOP approval by DEMHS Regional Coordinator (do not need to document costs)*
    - *Planning will take place in the second year of the subgrant.*
- **Opt-in Needed to Participate**
  - If a town/tribal nation has applied for or plans to apply for FY 2020 EMPG, they can opt in via email.
  - If a town/tribal nation does not participate in EMPG, they can fill out an application for EMPG-S funding only if this wish.
- **Subgrant forms**
  - If a town/tribal nation applies for FY2020 EMPG and opts in by email to EMPG-S
    - The award package will contain two Notices of Award (towns will sign the first two pages) and one set of conditions that will apply to both subgrants. Two Notices of Award are needed because these are different federal grants.

- Reimbursements
  - Towns can claim reimbursements once per year or when they fully expend the grant whichever comes first.
  - Testing – towns should pay the uninsured portion for testing and then submit invoice(s) and proof of payment for reimbursement (EM staff)
  - PPE- town will purchase PPE for EM staff and then submit invoice(s) and proof of payment for reimbursement.
  - Planning- as noted above – towns do not need to track costs/hours. Planning costs will be paid as a \$5,000.00 stipend for completed update to LEOP
  - EMPG-S is a 100% reimbursement. The match is already being provided by the state.

## FREQUENTLY ASKED QUESTIONS

- Question: Can a town that did not participate in the first year, opt in in the second year for the planning stipend?
- Answer: Yes a town can opt in for the second year for the planning stipend.
- Question: If a town exhausts their PPE and/or Testing funding in the supplemental program can they seek reimbursement for the un-claimed costs in their Regular EMPG grant?
- Answer: Yes, as long as the town has funding leftover in their regular EMPG grant. NOTE: The opposite situation does not apply. A town cannot take regular EMPG costs and seek reimbursement under the supplemental program.
- Question: Where should a town store the PPE purchased under the EMPG-S?
- Answer: The preferred location to store the PPE is the local EOC.
- Question: Can a town purchase N-95 masks.
- Answer: Yes, however any fit testing costs are not eligible for reimbursement under the EMPG-S.

William Turley MS, AEM  
 Region 3 Coordinator  
 School Safety Program Lead  
 SEOC Ops Section Chief  
 Connecticut Division Emergency Management and  
 Homeland Security  
 360 Broad Street  
 Hartford CT. 06105  
 860-529-6893

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T
1																				
2																				
3																				
4	<p><b>COVID-19 RELATED ACTIVITIES</b></p> <p><b>ONLY</b></p>																			
5																				
6																				
7	<p>NOTE: The funding amounts below are only for the Personal Protective Equipment share of the grant. The testing and planning stipends are set at \$1,200.00 and \$5,000.00 respectively for all towns.</p>																			
8																				
9																				
10	<p>NOTE: If the testing stipend is not fully spent, a municipality can purchase additional PPE with any remaining funding in the second year of the grant.</p>																			
11																				
12																				
13																				
14																				
15																				
16																				
17																				
18																				
19																				
20																				
21																				
22																				
23																				

**INSTRUCTIONS FOR COMPLETING THE EMPG SUPPLEMENTAL FINANCIAL TOOL**

TOWNS SHOULD SAVE THIS FILE AS YOUR TOWN NAME TO AVOID ACCIDENTAL OVER-WRITING OF THE FILE DURING THE DEMHS REVIEW



LOCAL IDENTIFIER

ENTER YOUR TOWN NAME

ENTER COUNTY AND DISTRICT IDENTIFIER

ENTER FUNDING

**Section I & II Quarterly Reimbursement Request and Financial Reporting Tabs**

1. Complete the Reimbursement Request form and Financial Tool similar to past years.
2. As in past years the form will automatically calculate your reimbursement amount based on the figures you have entered.
3. Once the form is complete you can sign the form with all required backup documentation and email the package to your DEMHS Regional Coordinator
4. During the reimbursement review process, if any corrections are needed, we will email your town a request for additional backup documentation or explanation of costs.
5. Once the reimbursement package is fully complete payment will be processed back to the municipality. Payment will be limited to the amount of the subgrant.

DEMHS REGION I	DEMHS REGION II	DEMHS REGION III	DEMHS REGION IV	DEMHS REGION V

Grant #  
0205033A  
Cromwell  
\$1697.80  
- PPE 100% Federal

EMPG-S Subgrant Budget (Fill in Pink Cells Only)				Fiscal Year	Sub-grantee Name:	Sub-Grant Number:	QUARTERLY FINANCIAL REPORT/CLOSEOUT REPORT												
AWARD ALLOCATION				COST AND PAYMENT INFORMATION			THIS QUARTER							COMBINED			FISCAL YEAR ONLY		
SUBGRANT ALLOCATION				DATE PREPARED	PERIOD COVERED	FEDERAL FISCAL YEAR	FROM	THROUGH	ATTACH COPY OF CHECK OR PAID RECEIPT	DATE OF PAYMENT	OUTLAYS	OUTLAYS	ALLOCATION BALANCE	OUTLAYS	BUDGET BALANCE	OUTLAYS	BUDGET BALANCE		
<b>Line Item Descriptions (Required)</b> Please Provide a Line Description of the Item Being Requested for Reimbursement																			
<b>PPE:</b> This is the municipal allocation for Personal Protective Equipment (PPE) for the Emergency Management Director and their staff.																			
<b>Testing Stipend</b> Each municipality receives a \$1,200 stipend to be used for COVID Testing for their EMD and staff. If the testing stipend is not fully spent, a municipality can purchase additional PPE with any remaining funding in the second year of the grant.																			
<b>Planning Stipend</b> Each municipality receives a \$5,000 stipend to be used for updating their Local Emergency Operations Plan (LEOP) in FY 2021.																			
Unused																			
Unused																			
Unallocated:																			
<b>Total:</b> Total Quarterly Amount Expended (100%) FOR GRANTS/FISCAL USE ONLY:																			
<b>Total:</b> Grant Funding Grand Total:																			
<b>Total:</b> Match Funding Grand Total:																			

COVID-19 EMPG SUPPLEMENTAL GRANT

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Emergency Management Director  
☐ Check here if this is the final request for the current subgrant.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Chief Elected Official

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Regional Coordinator

Certification: I hereby certify that the information contained herein is based on official accounting records, and that project outlays shown have been made in accordance with applicable grant terms and conditions, and that documentation is available to support these project outlays.

<sup>1</sup> Please do not exceed the total Federal Share of your award.



**State of Connecticut Department of Emergency Services and Public Protection  
EMPG SUPPLEMENTAL (COVID-19 COSTS ONLY) FINANCIAL REPORTING AND REIMBURSEMENT FORM**

State of Connecticut Department of Emergency Services and Public Protection EMPG SUPPLEMENTAL (COVID-19 COSTS ONLY) FINANCIAL REPORTING AND REIMBURSEMENT FORM						
Subgrant Information:		Fiscal Year	Sub-grantee Name:		Sub-Grant Number:	Performance Period:
SUBGRANT BUDGET		Section I - REIMBURSEMENT REQUEST FORM				
AWARD ALLOCATION		COST AND PAYMENT INFORMATION				
Total:		DATE PREPARED 10/15/2021	PERIOD COVERED FROM 10/1/2020 TO 9/30/2021	FEDERAL SHARE FEDERAL YEAR 2020	THROUGH ATTACH COPY OF CHECK OR PAID RECEIPT	FISCAL YEAR DATE OF PAYMENT
Federal Share:						
Local Match:						
SUBGRANT ALLOCATION						
Total:						
Federal Share:						
(Includes In-Risk)						
PPE	\$169,780	Line Item Descriptions (Required) Please Provide a Line Description of the item being requested for reimbursement				
Personal Protective Equipment (PPE)		100.00%	100.00%			
Total cost of Personal Protective Equipment						
Total:	\$169,780					
Testing	\$3,200.00	100.00%	100.00%			
Each municipality receives a \$1,200 stipend to be used for COVID Testing for their EMD and staff. If the testing stipend is not fully spent, a municipality can purchase additional PPE with any remaining funding in the second year of the grant.						
Total:	\$3,200.00					
Planning	\$5,000.00	100.00%	100.00%			
See Year 2						
Total:	\$5,000.00					
Un-Used	\$0.00					
Total:	\$0.00					
Un-Used	\$0.00					
Total:	\$0.00					
Unallocated:	\$0.00					
Total:	\$0.00					
FOR GRANTS/FISCAL USE ONLY:						
TOTAL AMOUNT EXPENDED (100%):						
Certification: I hereby certify that the information contained herein is based on official accounting records, and that project outlays shown have been made in accordance with applicable grant terms and conditions, and that documentation is available to support these project outlays.						
Signature:		Date:	Signature:		Date:	
Emergency Management Director			Chief Elected Official			
Signature:		Date:	Signature:		Date:	
Financial Officer of Record in charge of Sub-Grant			Regional Coordinator			
By signing above the Financial Officer has confirmed the eligibility status (via Sam.gov) of all vendors/contractors included in this reimbursement. The vendors and contractors do not appear on the SAM's Exclusion List. The Financial Officer further certifies that no other federal grant or declaration has or will be used to reimburse the costs that are being claimed under the EMPG-S program.						

State of Connecticut Department of Emergency Services and Public Protection EMPG SUPPLEMENTAL (COVID-19 COSTS ONLY) FINANCIAL REPORTING AND REIMBURSEMENT FORM									
Subgrant Information:		Fiscal Year	Sub-grantee Name:		Sub-Grant Number:		Performance Period:		
SUBGRANT BUDGET							Section II - FINANCIAL REPORT		
AWARD ALLOCATION							QUARTERLY FINANCIAL REPORT / CLOSURE REPORT		
Total:	\$57,800								
Federal Share <sup>1</sup> :	\$0.00								
Local Match <sup>2</sup> :	\$57,800								
Total:	\$57,800								
Federal Share <sup>1</sup> :	\$0.00								
Includes In-Kind <sup>3</sup> :	\$0.00								
PPE	\$697.80								
This is the municipal allocation for Personal Protective Equipment (PPE) for the Emergency Management Director and their staff.									
Personal Protective Equipment (PPE)									
Total cost of Personal Protective Equipment									
Total:	\$697.80								
Testing	\$1,200.00								
Each municipality receives a \$1,200 stipend to be used for COVID Testing for their EMT and staff. If the stipend is not fully spent, a reimbursement will be provided at the end of the grant year.									
Total:	\$1,200.00								
Planning	\$5,000.00								
Local Emergency Operations Plan Completed and Approved on Date:									
DEMHS Regional Coordinator Signature									
Total:	\$5,000.00								
Un-used	\$0.00								
Un-used	\$0.00								
Unallocated:	\$0.00								
FOR GRANTS/FISCAL USE ONLY:									
TOTAL AMOUNT EXPENDED (100%):	\$6,897.80								
MATCH FUNDING GRAND TOTAL:									
TOTAL FUNDING GRAND TOTAL:	\$6,897.80								

**Certification:** I hereby certify that the information contained herein is based on official accounting records, and that project outlays shown have been made in accordance with applicable grant terms and conditions, and that documentation is available to support these project outlays.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Emergency Management Director

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Chief Elected Official

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Regional Coordinator

By signing above the Financial Officer has confirmed the eligibility status (via Sam.gov) of all vendors/contractors included in this reimbursement. The vendors and contractors do not appear on the SAM's Exclusion List. The Financial Officer further certifies that no other federal grant or declaration has or will be used to reimburse the costs that are being claimed under the EMPG-S program.

<sup>1</sup>Please do not exceed the total Federal Share of your award.

**Please do not exceed the total Federal Share of your award.**

## NON-EMERGENCY INTERAGENCY AGREEMENT

Berlin Police Department  
Cromwell Police Department  
Newington Police Department  
Rocky Hill Police Department  
Wethersfield Police Department

WHEREAS, Connecticut General Statute § 7-148cc authorizes two or more municipalities to jointly perform any function that each municipality may perform separately under any provisions of the general statutes or of any special act, charter or home rule ordinance.

WHEREAS, each of the participating municipalities recognizes the benefits of joining together for the performance of joint police functions;

WHEREAS, each of the participating municipalities find that entering into a joint participation agreement is necessary for the delivery of more effective services to the citizens of their respective municipalities; and

WHEREAS, the undersigned municipalities wish to cooperate in the joint performance of General Law Enforcement Services;

NOW, THEREFORE, it is agreed by and between the municipalities signing this compact by their respective chief executive officers, duly authorized upon approval as set forth in said **Connecticut General Statute**, to the following:

1. The undersigned municipalities hereby delegate to the Chief of Police of their respective municipality the authority to determine when the provision of police personnel resources best serves the purpose of this compact and benefits their respective community.
2. The Police Chiefs of the municipalities participating in this compact shall constitute an oversight board for the group created herein. This board is authorized to administer the procedures attached to this compact and may modify these procedures as necessary to insure efficient and effective operation.
3. The services performed under this compact shall be deemed to be for public and governmental purposes.
4. That at all times when joint police functions are being conducted, police officers assigned to the function shall be deemed to be members of an authorized group and shall have the same powers, duties, privileges, and immunities as are conferred on the police officers of the municipality in whose jurisdiction the group is operating.

5. Each participating municipality agrees that it shall be responsible for all costs, whether monetary or in the form of goods or services, it incurs as a result of participation in this compact. Such costs may include, but are not limited to:
  - a. The actual payroll, including overtime, for the agency's personnel participating in compact activities.
  - b. The replacement or repair cost for any equipment lost, destroyed, damaged or made unavailable as a result of participation in this compact.
  - c. Fuel and maintenance costs for any vehicles and equipment.
  - d. Training cost arising from participation in this compact.
  - e. Worker's Compensation claims pursuant to Connecticut General Statutes §§31-275 through 31-355a.
  - f. Awards for death, disability or injury to employees participating in compact related activities to the extent that such awards exceed Worker's Compensation coverage.
  - g. Survivor's benefits pursuant to Connecticut General Statute §7-323e.
  - h. Heart and hypertension claims pursuant to Connecticut General Statute §7-433c.
  - i. Cost arising from agreement, contracts or obligations the municipality entered into prior to entering this compact.
6. To the fullest extent permitted by law, any participating municipality causing injury or damage shall indemnify and hold harmless the other parties to this Agreement (and their employees, agents, elected and appointed officials) from any and all claims, demands, actions and damages arising from or relating to such injury or damage. In instances where the identity of the responsible party cannot be determined and/or where liability is predicated upon joint venture, vicarious liability or upon other similar grounds, it is the intent of this Agreement that each participating municipality shall be liable only for its proportionate share of responsibility as adjudicated by a court of competent jurisdiction. All disputes concerning apportionment of liability hereunder shall be resolved by a single arbitrator chosen by the parties. If the parties are unable to agree upon a single arbitrator, then the parties shall submit the dispute to the American Arbitration Association or ADR Center, Inc.
7. For grant and funding initiative purposes, the Chief of Police for the lead agency within the participating group, or his designee, shall act as the representative and fiduciary for the group. Lead agency responsibility may be transferred to another participating agency upon the unanimous written consent of all the Chiefs of Police for the departments participating in this compact.
8. Not later than five (5) years from the effective date of this agreement, the effectiveness of this agreement shall be reviewed by the body that approved the agreement for each participating municipality.
9. Any participating municipality may withdraw from this compact by giving thirty (30) days written notice to all the other participating municipalities. Withdrawal of one or more participants shall not void the compact so long as two or more participants shall

not void the compact so long as two or more participants remain active in this compact.

IN WITNESS WHEREOF, the parties hereto have executed this compact this September , 2020.

---

**Anthony J. Salvatore**  
**Town of Cromwell**  
**Chief Executive Officer**

---

**Witness**

---

**Keith Chapman**  
**Town of Newington**  
**Chief Executive Officer**

---

**Witness**

---

**John Mehr**  
**Town of Rocky Hill**  
**Chief Executive Officer**

---

**Witness**

---

**Gary Evans**  
**Town of Wethersfield**  
**Chief Executive Officer**

---

**Witness**

---

**Arosha Jayawickrema**  
**Town of Berlin**  
**Town Manager**

---

**Witness**



## **CROMWELL CREATIVE DISTRICT**

### ***A Division of Cromwell Arts Alliance***

Town of Cromwell - Mayor's Office, Attn. Cromwell Creative District  
41 West Street, Cromwell, CT 06416

[www.cromwellcreativedistrict.org/](http://www.cromwellcreativedistrict.org/) [cromwellcreativedistrict@gmail.com](mailto:cromwellcreativedistrict@gmail.com)

Date: November 18, 2020  
TO: Cromwell Town Council  
FROM: Cromwell Creative District, on behalf of nonprofits and civic organizations  
RE: Request to be considered and added to the Town Space Assessments  
Study being undertaken for municipal buildings

Mayor Faienza and Town Council Members:

Cromwell Creative District (CCD) appreciates the opportunity to present this request for your consideration. CCD has been in existence only two years this coming January 26, 2021. All of the organizations listed in the accompanying document have been providing programs and opportunities for Cromwell residents much longer, most making do with various locations for meetings and activities or hoping to find a space on the heavily scheduled meeting areas in Town Hall and Town Library.

Soon, Public Works and Sewer will be moving to their new facilities on County Line Drive, vacating town buildings. Over a year ago, CCD was given the right of first refusal for the Sewer Garage and at that time understood the police department did not see the need for the building. CCD went forward with creating a mural on the north side of the building. Recently, CCD learned the Police Department does have needs for garage space and prefers a location close to the department. Chief Lamontagne, graciously, met with Ned Pendleton, engineer, and Ann Grasso, architect, to review both the Sewer Garage and the main garage at the rear of Pierson Park. There are issues with both buildings although continued use as a garage is considerably less demanding than creating a habitable space for humans.

Ned Pendleton and Ann Grasso also met with Town Manager, Mr. Salvatore, who offered that the Sewer Garage might be demolished. CCD sees this as unfortunate because of its central location, its historic standing and potential adaptive reuse of an existing building. We understand and agree with Mr. Salvatore that the town has to consider all needs. He offered that the Space Assessment Study will provide significant data helping with decisions.

*Rethink How You See Cromwell*

CCD has no interest in vying with the Police Department for the Sewer Garage. However, there is interest by a number of nonprofit and civic organizations to be recognized as creating value to the town residents and saving taxpayer money through the hours of volunteer services and programs provided.

*Results of these programs show up. They are easy to see, easy to measure and they persist. They should be recognized and evaluated as part of the Space Assessment Study.*

Each one of the listed organizations is able to provide details of the programs they offer. There is not time nor paper in this presentation to offer the entirety. The websites and Facebook pages are available for your review.

Funding to help with remodeling is available through an NEA (National Endowment for the Arts) Our Town Grant; the Sewer Garage qualifies for funding as an adaptive reuse of an historic building. As well, many of the organizations will be willing to provide fundraising endeavors to aid in funding a meeting/activities location.

We are grateful to the Town of Cromwell for permission to use the parks, for the Police and Fire Departments' support, and for the times we are able to find space on the Town Hall calendar.

Statistics are only a portion of the equation. Some benefits are harder to quantify. We hope to have a meaningful conversation about both.

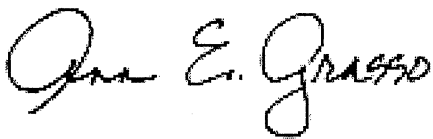
Attachments include:

A listing of nonprofits and organizations CCD could identify.

There may be others that should be included. Obviously, the Schools, the Senior Center, Youth Services, Recreation Department and Library provide valuable support to Cromwell residents.

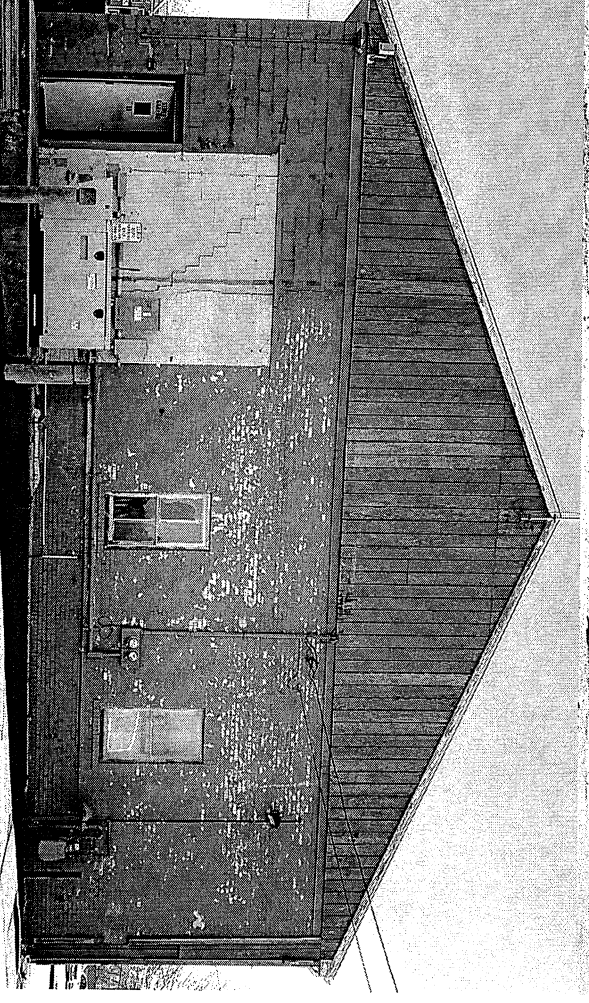
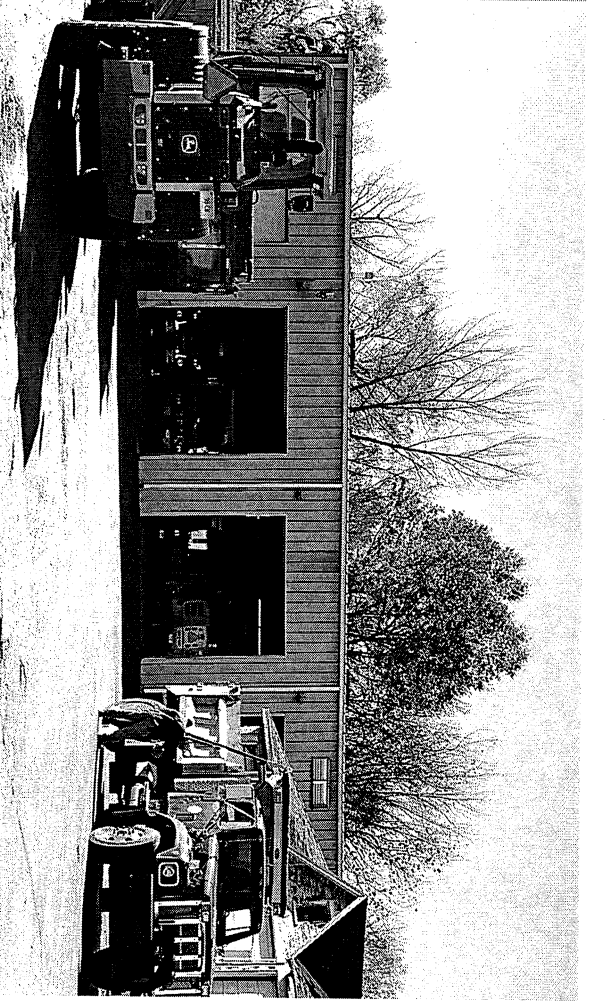
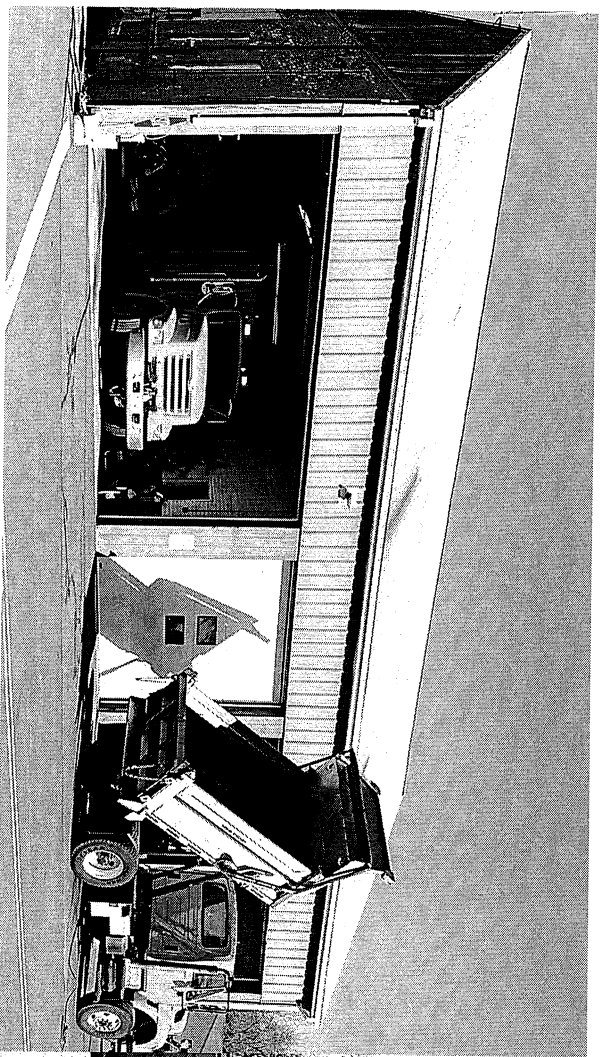
Photos of Garages to be vacated

Thank you for your time and consideration,

A handwritten signature in black ink that reads "Ann E. Grasso". The signature is written in a cursive, flowing style.

Ann E. Grasso, Vice Chair, Cromwell Creative District





## Cromwell CT Nonprofit and Civic Organizations

Organization	Mission	Comments
<p>1. Art Guild of Middletown (AGM) PO Box 205 Middletown CT 06457 Email: <a href="mailto:sack3@comcast.net">sack3@comcast.net</a> Web: <a href="https://artguildofmiddletown.org/">https://artguildofmiddletown.org/</a> FB: <a href="https://www.facebook.com/TheArtGuildOfMiddletown">https://www.facebook.com/TheArtGuildOfMiddletown</a></p>	<p><b>Mission:</b> To foster and encourage art education and the development of visual artists and supporters of the Arts by offering quality programs that bring together, provide venues for exhibition and provide Art instruction, workshops, and other art-related ventures.</p> <p>In the late 1940s, a small group of Wesleyan faculty wives, led by Wesleyan biology professor Jean Cochrane, started The River Valley Art Guild (RVAG). The people who started the Guild had been members of the Wesleyan Potters which, at that time, had still not left the Wesleyan campus.</p> <p>This was the start of many, many moves and some name changes for the group over the years, ending up currently at the <u>Woodside Intermediate School, 30 Woodside Road, in Cromwell, Connecticut</u>. The Guild could more correctly and affectionately be called the "Art Gypsies of Middletown!"</p>	
<p>2. Central CT Community Women's Club (CCCWC) P.O Box 50 Cromwell, CT 06416 Email: <a href="mailto:cccwcclub@gmail.com">cccwcclub@gmail.com</a> Web: <a href="https://centralctcommunitywomensclub.com/">https://centralctcommunitywomensclub.com/</a> FB: <a href="https://www.facebook.com/CentralCTCommunityWomen">https://www.facebook.com/CentralCTCommunityWomen</a></p>	<p>The Central Connecticut Community Women's Club (<i>formerly known as the Cromwell Junior Women's Club</i>) is a member club of the Connecticut Junior Women, Inc., which is a 501(c)(3) charitable non-profit organization, dedicated to community service and to promoting common interests in education, philanthropy, public health, civic and fine arts.</p> <p>Founded in 1938, Connecticut Junior Women, Inc., was originally part of the General Federation of Women's Clubs until November 1979 when the Connecticut organization became independent. The purpose of CCCWC is to promote educational and philanthropic community service and to provide</p>	

		members with the opportunity for personal enrichment, leadership experience and social interaction. It is a non-profit, non-sectarian, non-political organization.	
3.	<p>Chamber of Commerce 393 Main Street Middletown, CT 06457 Email: <a href="mailto:info@middlesexchamber.com">info@middlesexchamber.com</a> Web: <a href="https://www.middlesexchamber.com/">https://www.middlesexchamber.com/</a> FB: <a href="https://www.facebook.com/mdsxchamber/">https://www.facebook.com/mdsxchamber/</a></p>	<p>The Middlesex County Chamber of Commerce is the largest Chamber in the state. In addition to being an effective and dynamic business organization, this organization strives to be a community organization. We run a number of events and programs that support youth development, substance abuse prevention, our troops and our veterans.</p>	
4.	<p>Cromwell Arts Alliance (CAA) PO Box 232 Cromwell CT 06416 Email: <a href="mailto:cromwellartsalliance@gmail.com">cromwellartsalliance@gmail.com</a> Web: <a href="https://www.cromwellartsalliance.org/">https://www.cromwellartsalliance.org/</a> FB: <a href="https://www.facebook.com/CromwellArts/">https://www.facebook.com/CromwellArts/</a></p> <hr/> <p>Cromwell Community Theater (CCT) A division of Cromwell Arts Alliance Email: <a href="mailto:cromwellartsalliance@gmail.com">cromwellartsalliance@gmail.com</a> Web: <a href="https://www.cromwellcommunitytheater.com/">https://www.cromwellcommunitytheater.com/</a> FB: <a href="https://www.facebook.com/CromCommTheater/">https://www.facebook.com/CromCommTheater/</a></p>	<p>Cromwell Arts Alliance is committed to inspiring and strengthening a community-wide focus on the arts. The CAA supports, develops, promotes and facilitates opportunities for citizens of all ages to participate in and develop an appreciation of literary, visual, technical and performing arts. We strive to bring out the inner artist in every resident.</p> <hr/> <p>Cromwell Community Theater has been staging artistic performances for our the Greater Cromwell CT friends and family for years and we hope to showcase our talented performers for you! . We believe our artists and performers deserve to have a platform from which they can share their creative and innovative works. Our goal is to provide our audiences an artistic and emotional experience they won't forget. Check out our upcoming performances and buy your tickets today.</p>	
5.	<p>Cromwell Children's Coalition (CCC) 263 Main Street Cromwell CT 06416 Email: <a href="mailto:cromwellchildrenscoalition@gmail.com">cromwellchildrenscoalition@gmail.com</a> Web: FB: <a href="https://www.facebook.com/Cromwellchildrenscoa">https://www.facebook.com/Cromwellchildrenscoa</a></p>	<p>The Cromwell Children's Coalition is a 501c3 organization dedicated to enhancing the lives of the youth of our Community through charitable giving.</p>	

6.	<p>Cromwell Creative District (CCD)  Attn. Mayor's Office  41 West Street  Cromwell CT 06416  Email: <a href="mailto:cromwellcreativedistrict@gmail.com">cromwellcreativedistrict@gmail.com</a>  Web: <a href="http://www.cromwellcreativedistrict.org">www.cromwellcreativedistrict.org</a>  FB: <a href="https://www.facebook.com/CromwellCreativeDist">https://www.facebook.com/CromwellCreativeDist</a></p>	<p>Cromwell Creative District, encompassing the area from Riverfront to Downtown Main Street, promotes economic vitality by celebrating our vibrant history, bolstering our current resources and revealing opportunities for future growth through creative programs, tours, and special events</p>	
7.	<p>Cromwell Democratic Town Committee  Cromwell CT 06416  Email: <a href="mailto:islamberson@gmail.com">islamberson@gmail.com</a>  Web: <a href="https://www.cromwelldemocrats.org/">https://www.cromwelldemocrats.org/</a>  FB: <a href="https://www.facebook.com/CromwellDemocrats/">https://www.facebook.com/CromwellDemocrats/</a></p>	<p>The Democratic Party of Cromwell believes experience, wisdom and mature relationships with the private and public interests in our town are essential to making the tough decisions facing our town. Our candidates not only bring all these qualities to the tasks at hand, they pledge to work together civilly and respectfully to bring value for our citizens tax dollars.</p>	
8.	<p>Cromwell Farmers Market  Location: 1 River Road  Cromwell CT 06416  Email: <a href="mailto:cromwellfarmersmarket@comcast.net">cromwellfarmersmarket@comcast.net</a>  Web: <a href="http://www.cromwellfarmersmarket.org/">http://www.cromwellfarmersmarket.org/</a>  FB: <a href="https://www.facebook.com/cromwellfarmersmark">https://www.facebook.com/cromwellfarmersmark</a></p>	<p>Our mission is to provide a welcoming atmosphere for visitors to shop directly from Connecticut farmers and artisans – at Frisbie Landing Park, alongside the Connecticut River. This fun, country-fair-like experience is held every Friday beginning in May through September, (rain or shine) from 4-7 PM. Our goal is to provide shoppers with fresh, locally grown produce, fruits, handmade crafts, sweet and savory treats, meats, cheeses and live music every week. We are a 501(c)(3) nonprofit organization with a passion to build our community, providing access to a happy, healthier lifestyle. Our market aims to experience the beauty and bounty offered at the Cromwell Farmers Market.</p>	
9.	<p>Cromwell Historical Society  Stevens-Frisbie House  395 Main Street  Cromwell CT 06416  Email: <a href="mailto:cromwellhistory@aol.com">cromwellhistory@aol.com</a></p>	<p>The Cromwell Historical Society was founded in 1964 by a group of individuals interested in the history of Cromwell, CT and the surrounding area. The membership is open to anyone interested in the history of Cromwell. Specifically, the society serves to</p>	

	<p>Web: <a href="http://www.cromwellhistory.org/">http://www.cromwellhistory.org/</a>  FB: <a href="http://www.facebook.com/cromwellhistory">www.facebook.com/cromwellhistory</a></p>	<p>collect, research, interpret, preserve, and disseminate information related to the history of Cromwell.  The Society often performs educational programs in the Cromwell community. At different times of the year, the Society presents walking tours of the historic neighborhoods and cemeteries of the town. Several members of the Society serve as volunteer historians and present lecture programs on the history of Cromwell for schools, retirement communities, and the town's library.</p>	
10.	<p>Cromwell Lions Club</p> <p>Cromwell CT 06416  Email: <a href="mailto:mhyatt46@gmail.com">mhyatt46@gmail.com</a>  Web:  FB: <a href="https://www.facebook.com/CromwellCTLions/">https://www.facebook.com/CromwellCTLions/</a></p>	<p>Lions serve. It's that simple, and it has been since we first began in 1917. Our clubs are places where individuals join together to give their valuable time and effort to improving their communities, and the world.  Local Lions work with Fidelco (to train guide dogs for the blind or vision impaired) and also contribute to diabetes research. What most people don't realize is the majority of our funding stays right here in our town.</p>	
11.	<p>Cromwell Little League Baseball (CLL)  PO Box 21  Cromwell CT 06416  Email: <a href="mailto:info@cromwelllittleleague.com">info@cromwelllittleleague.com</a>  Web: <a href="https://www.cromwelllittleleague.com/">https://www.cromwelllittleleague.com/</a>  FB:</p>	<p>Cromwell Little League (CLL) was first chartered with Little League International in 1951 to provide a positive baseball and softball program to the youth of Cromwell. Participation in CLL is open to all kids who live in the town of Cromwell or attend school in Cromwell School District.</p>	
12.	<p>Cromwell Outboard Association (COA)  2 River Road  Cromwell CT 06416  Email: <a href="mailto:waters5420@aol.com">waters5420@aol.com</a>  Web: <a href="https://cromwelloutboard.org/">https://cromwelloutboard.org/</a>  FB:  <a href="https://www.facebook.com/CromwellOutboardAssoc/">https://www.facebook.com/CromwellOutboardAssoc/</a></p>	<p>The Cromwell Outboard Association Inc. was founded in 1959 in Cromwell CT by a group of local boatmen, and other interested persons, for the purpose of forming an association to in-mate and regulate better boating facilities, on a certain parcel of land on River Road owned by the town of Cromwell.</p>	

Cromwell Religious Organizations	Numerous	
<p>13. Cromwell Republican Town Committee 41 West Street Cromwell CT 06416 Email: <a href="mailto:e.faienza@gmail.com">e.faienza@gmail.com</a> Web: <a href="http://ct.gop/rtc/cromwell/">http://ct.gop/rtc/cromwell/</a> FB: <a href="https://www.facebook.com/cromwellgop/">https://www.facebook.com/cromwellgop/</a></p>	<p>Mission is to Promote, Elect, and Lead; More Individual Freedoms, Less Government Interference -the protection of the individual's God given and constitutionally recognized rights: freedom of speech, religion and association -smaller more efficient government; -respect for the rule of law -less taxation on individuals, businesses and investments; our state economy benefits when hard-earned dollars are left in the hands of those who earned them -removal of burdensome regulation on individuals and businesses, while recognizing that limited regulation is necessary to ensure fair competition -policies, which further the preservation of our environment and natural resources -the private property rights of all individuals -the accountability of public schools to ensure that public funds are spent wisely, and that educational progress can be effectively measured and evaluated. -the freedom of parents to send their children to schools that succeed -teaching students about America's national heritage and responsibilities of citizenship</p>	
<p>14. Cromwell Scouts</p>		
<p>15. Knights of Columbus 573 Main St. Cromwell CT 06416 Email: <a href="mailto:cromwellkofc@yahoo.com">cromwellkofc@yahoo.com</a> Web: <a href="https://www.cromwellkofc.com/">https://www.cromwellkofc.com/</a> FB: <a href="https://www.facebook.com/pages/Knights">https://www.facebook.com/pages/Knights</a></p>	<p>DeSoto #6 was founded in 1884 in Cromwell CT. It is named after the Spanish explorer Hernando DeSoto, who was among the first to explore Florida and the South Eastern United States in 1539. For the last 126 years the DeSoto Council has worked closed with St. John's Church and more recently with the Holy Apostles Seminary providing service and raising funds to help support their work. The DeSoto Council #6 is</p>	

		located in the Dioceses of Norwich and is a part of the Knights of Columbus Connecticut Council.	
16.	<p>Masons, Washington Lodge #81  324 Main Street  Cromwell, CT 06416  Email: <a href="mailto:washlodge81sec@gmail.com">washlodge81sec@gmail.com</a>  Web: <a href="https://lodge081.ctfreemasons.net/">https://lodge081.ctfreemasons.net/</a>  FB: <a href="https://www.facebook.com/WashingtonLodgeNo81">https://www.facebook.com/WashingtonLodgeNo81</a></p>	<p>Freemasons embrace the tenets of Friendship, Morality and Brotherly Love.</p>	

**TOWN OF CROMWELL  
TOWN COUNCIL REGULAR MEETING  
WEDNESDAY OCTOBER 14, 2020  
7:00 P.M. TOWN HALL COUNCIL CHAMBERS**

RECEIVED FOR RECORD  
Oct 19, 2020 03:26P  
JoAnn Doyle  
TOWN CLERK  
CROMWELL, CT

**MINUTES**

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

**Absent:**

**Also Present:** Town Manager A. Salvatore, Chief of Police D. Lamontagne, Director of  
Public Works L. Spina, Director of Planning and Development S. Popper

**A. CALL TO ORDER**

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

**B. PLEDGE OF ALLEGIANCE**

J. Donohue led the Pledge of Allegiance.

**C. APPROVAL OF AGENDA**

Motion made by S. Fortenbach seconded by A. Waters and *unanimously carried* to  
approve the agenda. Citizen comments moved to after D.

**D. COMMISSION CHAIRMAN REPORTS/LIASON REPORT/STAFF REPORTS**

1. PW/WPCA Facility Progress Report attached.

**E. MAYOR'S UPDATE**

Mayor Faienza reported:

- He will be returning to Spring Hill Suites to drop off a welcome document to them; he will let the Council know in the event anyone would like to join him.
- The Library received a grant of approximately \$30,000; they will be installing a laptop media kiosk for the patrons to borrow a computer lap-top.
- The ceremony for Mr. Honig was very impressive. He is a cromwell resident and an author.
- Representative Carpino sponsored a Farm to Table Event that was very successful; Mayor thanked all staff who helped out.
- The Cromwell Children's Coalition is sponsoring a Halloween Happenings Event this Saturday in Pierson Park; rain date will be the following Saturday.
- Since the Council's November meeting date falls on Veterans Day a special meeting will be held on the 18<sup>th</sup> of November.

**F. TOWN MANAGER'S UPDATE**

Town Manager reported:

- Spoke more about the Library laptop kiosk.
- Thanked the Mayor for honoring Mr. Honig.



- Revenue Collector Sienna is on target with collection.
- No news regarding the Red Lion; they will probably be foreclosed in a few months.
- The Town Clerk's Office is overwhelmed with absentee ballots. The funds received from the State will help with overtime hours.
- Cromwell Landing has been closed during the construction.
- The outside forces did an outstanding job with the Fall paving program.
- Received confirmation from FEMA that we have been awarded \$65,000 and \$8,600 for COVID related expenses. We are still awaiting word on one more request.
- The Highway Facility is absolutely amazing; credit goes to Jon Harriman and Lou Spina and staff.

#### **G. FINANCIAL/FINANCE DIRECTOR'S UPDATE**

1. Budget Reports (Written report included in packet)

2. Tax Refunds

**Motion** made by A. Waters seconded by J. Henehan and *unanimously carried* to approve tax refunds 1-23.

3. Discussion and possible action on Tax Abatement for 120 County Line Drive.

**Motion** made by J. Donohue seconded by J. Henehan and *unanimously carried* to authorize refund of \$213,808.04 to Scannell. (Tax bill sent in error since Assessor's Office was not notified of amended agreement.)

**Motion** made by A. Waters seconded by J. Henehan and *unanimously carried* to approve the amendment to the Tax Abatement from September 15, 2020 to Lighthouse Real Estate.

4. Discussion and possible action on Tax Abatement for Springhill Suites.

**Motion** made by A. Waters seconded by J. Henehan and *unanimously carried* to authorize the Town Manager draft and sign amendment and start the Tax Abatement this year.

**Amended motion** made by A. Waters seconded by J. Henehan and *unanimously carried* that this is granted with the understanding that the number of years of the Tax Abatement will be as agreed upon.

#### **H. CHIEF OF POLICE'S UPDATE**

(Written report included in packet)

Chief Lamontagne reported:

- They will be participating in a Drug Take Back Program on October 24<sup>th</sup>.
- The 15<sup>th</sup> is the last day of the High Visibility Grant.
- Our recruits are doing very well in the academy. They may be released a little early.
- Chief has appointed with the Town Manager's approval Frederick Sifodaskalakis as Cromwell's Captain of Police. He will begin work on November 23<sup>rd</sup>.

**I. PUBLIC WORKS DIRECTOR'S UPDATE**

Director Spina reported:

- His crews are doing a lot of work; they are collaborating within the various divisions and it is working out well.
- The Coles Road project is nearly complete.
- The wood chips have gone through one process and as soon as the second process is done they will be ready to be delivered to those that requested them.
- He also gave an update on the Cromwell Landing Project, The North Road Extension Project and the Highway Facility.

**J. CITIZEN COMMENTS**

1. A. Grasso, Strand Circle -Spoke regarding the CCD's Scarecrow Contest and thanked all that are involved. The Cromwell Creative District is requesting to be placed on the November Council Meeting for their presentation and interest in the Pierson Coal Building (Sewer Garage).
2. B. DuFresne -Black Birch Drive -Tire damaged on Coles Road during the Coles Road reconstruction. Company performing work will not reimburse him.
3. R. Gondon, Twin Oaks -Mirror on his vehicle was damaged during Coles Road Reconstruction due to narrowing of road during the project and not leaving enough room for two vehicles to pass. Company performing work will not reimburse him for damage.

**K. OLD BUSINESS**

1. Discussion and possible action regarding the Cromwell Outboard Association's proposal for a possible lease extension. -Tabled

Motion made by J. Donohue seconded by J. Henahan and *unanimously carried* to take off the table.

Motion made by J. Henahan seconded by J. Donohue and *carried* to authorize the Town Manager to pursue putting a proposal together for a lease extension and bring back to the Council.

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

Abstained: A. Waters, J. Demetriades

**L. NEW BUSINESS**

None

**M. APPROVAL OF MINUTES**

1. Regular Meeting, September 9, 2020

Motion made by J. Donohue seconded by S. Fortenbach and *unanimously carried* to approve the minutes of September 9, 2020.

2. Special Meeting, September 9, 2020

Motion made by J. Donohue seconded by S. Fortenbach and *unanimously carried* to approve the minutes of the Special Meeting of September 9, 2020.

3. Special Meeting, September 16, 2020

Motion made by J. Donohue seconded by S. Fortenbach and *carried* to approve the minutes of the Special Meeting of September 16, 2020.

Aye: A. Waters, S. Fortenbach, E. Faienza, J. Donohue, J. Henahan, P. Ahlquist

Abstained: J. Demetriades (was unable to attend)

N. INFORMATIONAL ITEMS

J. Demetriades - Mitchell's has reopened.

O. ADJOURN

Motion made by J. Donohue seconded by S. Fortenbach and *unanimously carried* to adjourn the meeting at 8:15 p.m.

Respectfully submitted,

Re Matus

Re Matus  
Secretary

**TOWN OF CROMWELL  
TOWN COUNCIL SPECIAL MEETING  
THURSDAY OCTOBER 29, 2020  
4:15 P.M. TOWN HALL COUNCIL CHAMBERS**

**MINUTES**

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

**Absent:**

**Also present:** Town Manager A. Salvatore

**A. CALL TO ORDER**

Mayor Faienza called the meeting to order at 4:16 p.m.

**B. EXECUTIVE SESSION**

1. To discuss pending litigation and whether to implement legal relief or a legal right.
2. Action if necessary.

Motion made by J. Henehan; seconded by A. Waters to go into executive session at 4:16 p.m.  
*All in favor, motion passed.*

Town Manager A. Salvatore was invited into Executive Session.

Motion made by S. Fortenbach; seconded by A. Waters and unanimously carried to come out of executive session at 4:50 p.m.

**C. ADJOURN**

Motion made by S. Fortenbach; seconded by J. Henehan to adjourn at 4:50 p.m. *All in favor, motion passed.*

Respectfully Submitted,



April Armetta  
Commission Clerk

RECEIVED FOR RECORD  
Nov 03, 2020 11:56A  
JoAnn Doyle  
TOWN CLERK  
CROMWELL, CT



**TOWN OF CROMWELL  
TOWN COUNCIL SPECIAL MEETING  
MONDAY, NOVEMBER 2, 2020  
4:15 P.M. TOWN HALL COUNCIL CHAMBERS**

**MINUTES**

**Present:** Deputy Mayor J. Donohue, J. Henehan, J. Demetriades, P. Ahlquist, A. Waters

**Absent:** Mayor E. Faienza, S. Fortenbach

**Also Present:** Town Manager A. Salvatore, Public Health Coordinator S. Nesci

**A. CALL TO ORDER**

Deputy Mayor J. Donohue called the meeting to order at 4:16 p.m.


**B. UPDATE ON CROMWELL GOING TO RED FOR COVID-19**

S. Nesci went over the two press releases released from the Town last week. Cromwell is now in the Red status for COVID numbers. The majority of increases have been seen in the age range of 20's to 50's. The largest cause is from social gatherings.

The Town will be in Phase 2.1 starting this Friday 11/6. Governor Lamont is collaborating with neighboring states to minimize the economic impact.

The major changes that will occur under Phase 2.1 include:

- Restaurants will reduce to 50 percent capacity with a maximum of 8 people limited to a table;
- Restaurants and entertainment venues (i.e. bowling allies, movie theaters, arcades, etc.) will be required to close by 9:30 p.m., with the exception of food takeout and delivery services, which will be allowed to continue after 9:30 p.m.;
- Personal services, such as hair salons and barber shops, will remain at 75 percent capacity;
- Event venues will be limited to 25 people indoor, 50 people outdoor;
- Performing arts venues and movie theaters will have a capacity of 100 people; and
- Religious gatherings will be limited to 50 percent capacity or 100 people maximum.

RECEIVED FOR RECORD  
Nov 04, 2020 10:56A  
JoAnn Doyle  
TOWN CLERK  
CROMWELL, CT 

S. Nesci opened up the floor to the Council for any questions.

J. Henahan will be moderating the election, and asked what needs to be done for anyone coming in to vote who cannot wear a mask for any reason. S. Nesci answered by saying they can be turned away for the safety of everyone else at the polls, but they still have their right to vote. Someone would have to bring the voter their ballot to fill out.

J. Demetriades had gotten quite a few citizen concerns asking what the main differences between the 10/23 and 10/29 press release in regards to the 14,000 number and 15,000 number for the residence population. S. Nesci answered that the 14,000 population is what the state uses for their statistical data. The 15,000 population is more realistic and more in line with the results of the latest census.

J. Demetriades also asked about Everbridge and what it is. S. Nesci answered that it's a service that the community can register through the local police department or CT Alert System to receive emergency messages to avoid a certain area.

A. Waters asked about Veterans' Day and if it was ok to have about 12 people max for 10 minutes at the new area on Main Street. S. Nesci replied that he is open to anything but would like a plan submitted in writing.

Deputy Mayor J. Donohue made a comment to thank S. Nesci for all that he and the Health Department has done to stand by the Town and keep it safe.

**C. ADJOURN**

J. Henahan made the motion to adjourn at 4:46 PM; seconded by J. Demetriades.  
*All in favor, motion passed.*

Respectfully Submitted,

April Armetta  
Commission Clerk

## **PRESS RELEASE**

### **TOWN OF CROMWELL LEAF PICK-UP SCHEDULE**

**CROMWELL:** The Town's Annual Leaf Collection will officially begin the week of November 16th. Prior to this date, stops will be made at various locations throughout the Town where leaf collection is usually the heaviest (Now through November 13th).

**(Residents should note that the Town will do it's best to complete the leaf pick up program as long as weather conditions permit.)**

Starting Monday, November 16th a regular route schedule will take place for leaves **(NOT IN BAGS)** to be picked up at the curbside. The schedule for pick-up is as follows:

- November 16th – November 20th / Connecticut River to the East side of Main Street
- November 23rd – November 27th / West side of Main Street to the East side of Washington Road
- November 30th – December 4th / West side of Washington Road to the Berlin Town line

Once the regular schedule begins, streets will be collected as noted above. The above are approximate dates as to when Town crews will be in these areas and may change based on weather conditions, quantity of leaves to be picked up and holidays.

Please note that the Highway crew will not return for additional collection until the entire town is collected once and only if weather permits. **ONLY UNBAGGED** leaves will be collected.

Leaves that are bagged must be emptied and placed at the curbside **(please do not place leaves in the road)**. **ONLY LEAVES WILL BE PICKED UP. DO NOT MIX LEAVES WITH BRANCHES, DEBRIS, ETC.**

Starting immediately, residents will be allowed to bring leaves to the Transfer Station located on Shunpike Road. Once at the Transfer Station the resident must empty bagged leaves in areas designated by the Transfer Station Personnel.

**NO CONTRACTORS!**

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

**To:** Anthony Salvatore –Town Manager  
**cc:** Lou Spina – Director of Public Works  
**From:** Jon Harriman  
**Date:** 11/12/2020  
**Re:** PW/WPCA Facility Progress Report

---

At this time the project is still approaching substantial completion. The design builder is working towards obtaining a certificate of occupancy which will allow the Town to move into the building. The work remaining primarily consists of completion of the lower pressure force main sewage ejector pumps, minor electrical and heating system tasks and completion of the general punch list.

Earlier this month the highway department began moving salt into the relocated salt shed. Yesterday the design builder began the process of replacing the vinyl tile flooring in the office areas. The Town will have to hold off on fitting out the building with furniture, fixtures and equipment until the floors are replaced. The design builder is currently indicating that this should be completed the week of Thanksgiving.

The installation of the vehicle wash equipment has been on hold until the design builder completes his work in the building. The Town has completed the installation of the building security system and commissioned the fire alarm. The commissioning of the security alarm should be completed next week.

To date the owner has made progress payments totaling \$6,588,985 to the design/builder.

In the month ahead the Town will install FF&E throughout the building and move in. The vehicle wash system should be completed in December/January. Plumbing and electrical for this work will be completed by contractors hired by the Town.