

11-04-16P02:22 RCVD

**TOWN OF CROMWELL
TOWN COUNCIL
REGULAR MEETING
WEDNESDAY NOVEMBER 9, 2016
7:00 PM TOWN HALL ROOM 224/5**

RECEIVED FOR FILING
11-4 2016 at 2:22PM.
TOWN CLERK'S OFFICE
CROMWELL, CONN.

Len Louvaglio, Asst.
TOWN CLERK

AGENDA

- A. CALL TO ORDER**
- B. PLEDGE OF ALLEGIANCE**
- C. APPROVAL OF AGENDA**
- D. COMMISSION CHAIRMAN REPORTS/LIASON REPORT**
- E. CITIZEN COMMENTS**
- F. MAYOR'S REPORT**
- G. TOWN MANAGER'S REPORT**
- H. CHIEF OF POLICE'S REPORT**
- I. PUBLIC WORK DIRECTOR'S REPORT**
- J. FINANCE DIRECTOR'S REPORT**
- K. FINANCIAL**
 - 1. Budget Reports
 - 2. Tax Refunds
 - 3. Discussion and action to authorize the Town to apply for and receive the DUI Law Enforcement grant.
 - a. Appropriate \$33,900 within the Capital/Non-Recurring Fund. (The Town will receive 75% reimbursement.)
- L. STAFF REPORTS**
 - EDC S. Popper - written report
- M. UNFINISHED BUSINESS**
 - 1. Continue discussion and possible action on Solid Waste Report. - Tabled
 - 2. To consider and act upon Library Expansion Project. -Tabled

N. NEW BUSINESS

1. Set dates and times for 2017 Town Council Meetings.

O. APPROVAL OF MINUTES

1. October 19, 2016, Special Meeting
2. October 19, 2026, Special Meeting
3. October 24, 2016, Special Joint Meeting

P. RESIGNATIONS

Q. APPOINTMENTS

1. Mattabassett District
 - a. Thomas Tokarz, Term expires September 2019
2. Planning and Zoning Commission
 - a. Nicholas Demetriades, Alternate, Term Expires December 2017
3. Water Pollution Control Authority
 - a. Alice Kelly, Term expires January 2021.
4. Zoning Board of Appeals
 - a. Steven Wygonowski, Alternate, Term expires November 2017

R. TOWN COUNCIL COMMISSION LIAISON REPORTS

S. ADJOURNMENT

Rules for Citizen Comments

1. Each speaker will have a total of 3 minutes to speak on the issues of their choice;
2. The Mayor shall recognize only one speaker at a time;
3. The purpose of the Citizen Comment period is to give the residents of Cromwell, or others, the opportunity to make comments regarding matters of public concern, town policies or actions of the town, and to ask questions of the Council or Town Staff. All questions and comments will be taken under advisement and questions raised may be answered this evening or addressed at a later date. There will be no open debate with the Council members during the public comment period and all questions and comments shall be directed to the Mayor;
4. The Mayor shall have the right to discontinue recognition of any speaker whom the Mayor believes is not using proper decorum for a public meeting; is verbally abusive of a member, or members of the Council, Town staff, or the public; becomes belligerent; or uses profanity.

TOWN OF CROMWELL, CT

YEAR-TO-DATE BUDGET REPORT



FOR 2017 13

JOURNAL DETAIL 2017 1 TO 2017 13

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
001 TOWN MANAGER'S OFFICE	315,341	0	315,341	95,278.14	1,359.07	218,703.79	30.6%
002 TOWN CLERK'S OFFICE	199,255	0	199,255	58,186.47	22,037.34	119,031.19	40.3%
003 REGISTRAR OF VOTERS	78,449	0	78,449	18,732.24	16,152.45	43,564.31	44.5%
004 PLANNING COMMISSION	3,225	0	3,225	148.97	306.99	2,769.04	14.1%
005 ECONOMIC DEVELOPMENT	12,335	0	12,335	4,263.95	198.00	7,873.05	36.2%
006 BOARD OF FINANCE	1,650	0	1,650	150.00	.00	1,500.00	9.1%
008 CHARTER REVISION COMM	1,501	0	1,501	459.00	.00	1,042.00	30.6%
009 BOARD OF ASSESSMENT APPEALS	1,100	0	1,100	275.40	.00	824.60	25.0%
010 ZONING BOARD OF APPEALS	1,535	0	1,535	74.00	106.97	1,354.03	11.8%
011 INLAND WETLANDS	2,185	0	2,185	360.00	175.00	1,650.00	24.5%
012 COMM. FOR DISABLED PEOPLE	100	0	100	.00	.00	100.00	.0%
013 DONATIONS AND DUES	44,266	0	44,266	35,256.33	9,425.00	-415.33	100.9%
014 TOWN COUNCIL	35,155	0	35,155	16,809.60	15,750.00	2,595.40	92.6%
015 LEGAL EXPENSE	220,766	0	220,766	70,384.37	102,408.63	47,973.00	78.3%
016 CENTRAL SERVICES	142,300	0	142,300	71,886.51	56,149.68	14,263.81	90.0%
017 INSURANCE EXPENSE	641,220	0	641,220	246,210.00	269,701.51	125,308.49	80.5%
018 GENERAL EXPENSE	943,400	0	943,400	922,955.62	7,000.00	61,233.38	93.8%
019 DEVELOPER/PLANNER	136,725	47,789	136,725	43,685.31	.00	93,039.69	32.0%
020 FINANCE DEPARTMENT	363,304	0	363,304	119,859.73	4,813.83	238,630.44	34.3%
021 TAX COLLECTOR	166,409	0	166,409	47,125.38	235.05	119,048.57	28.5%
022 ASSESSOR'S OFFICE	224,099	0	224,099	71,852.33	5,561.50	146,685.17	34.5%
030 PUBLIC WORKS ADMIN.	255,703	0	255,703	80,457.69	11,314.07	163,931.24	35.9%
031 ENGINEERING	213,606	0	213,606	62,181.95	12,831.97	138,592.08	35.1%
032 SOLID WASTE REMOVAL	609,713	0	609,713	146,959.18	330,617.27	132,136.55	78.3%
033 BUILDING INSPECTION	184,708	0	184,708	58,492.23	1,484.62	124,731.15	32.5%
034 HIGHWAY DEPT.	1,277,226	0	1,277,226	231,419.11	244,199.94	801,606.95	37.2%
035 BUILDING MAINTENANCE	564,570	0	564,570	160,986.06	71,879.32	331,704.62	41.2%
036 PARKS & GROUNDS	383,105	0	383,105	123,945.31	20,913.20	238,246.49	37.8%
037 PUBLIC WORKS-OTHER	488,275	0	488,275	115,484.81	278,887.46	93,902.73	80.8%
038 VEHICLE MAINTENANCE	339,634	0	339,634	73,843.13	58,954.99	206,835.88	39.1%
040 POLICE DEPARTMENT	3,156,791	0	3,156,791	975,210.43	35,679.44	2,145,901.13	32.0%
041 EMERGENCY MANAGEMENT	19,950	0	19,950	3,500.00	.00	16,450.00	17.5%
042 ANIMAL CONTROL	81,907	0	81,907	21,839.57	.00	60,067.43	26.7%
050 HEALTH DEPARTMENT	179,416	0	179,416	65,907.43	33,151.17	80,357.40	55.2%
051 HUMAN SERVICES	113,708	0	113,708	40,705.12	1,657.08	71,345.80	37.3%
053 SENIOR SERVICES	93,333	0	93,333	23,581.26	12,226.21	57,525.53	38.4%
054 YOUTH SERVICES	106,830	0	106,830	31,580.90	3,175.39	72,073.71	32.5%
055 TRANSPORTATION SERVICES	112,045	0	112,045	37,494.31	3,438.90	71,111.79	36.5%
060 RECREATION DEPARTMENT	240,035	0	240,035	71,173.83	494.04	168,367.13	29.9%
061 LIBRARY	570,285	0	570,285	205,498.76	15,357.53	349,428.71	38.7%
070 BONDED DEBT	3,588,112	0	3,588,112	89,312.50	.00	3,498,799.50	2.5%
080 EMPLOYEE BENEFITS	3,367,742	0	3,367,742	1,069,882.87	1,301,867.43	995,991.70	70.4%
090 BOARD OF EDUCATION	28,768,297	0	28,768,297	5,413,281.39	.00	23,355,015.61	18.8%
119 DEVELOPMENT COMPLIANCE	98,035	0	98,035	31,427.21	165.00	66,442.79	32.2%

TOWN OF CROMWELL, CT

YEAR-TO-DATE BUDGET REPORT



FOR 2017 13		JOURNAL DETAIL 2017 1 TO 2017 13						
120	CONSERVATION COMMISSION	ORIGINAL APPROP	TRANSFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
120	CONSERVATION COMMISSION	1,510	0	1,510	60.00	.00	1,450.00	4.0%
GRAND TOTAL		48,348,856	47,789	48,396,645	10,958,178.40	2,949,676.05	34,488,790.55	28.7%
** END OF REPORT - Generated by marianne sylvestre **								

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

TOWN OF CROMWELL, CT



YEAR-TO-DATE BUDGET REPORT

FOR 2017/13

JOURNAL DETAIL 2017 1 TO 2017 13

	ORIGINAL ESTIM REV	ESTIM REV ADJUSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
002 TOWN CLERK'S OFFICE	-288,300	0	-288,300	-141,463.48	-146,836.52	49.1%
021 TAX COLLECTOR	-40,523,965	0	-40,523,965	-23,968,308.64	-16,555,656.36	59.1%
022 ASSESSOR'S OFFICE	-600	0	-600	-129.00	-471.00	21.5%
030 PUBLIC WORKS ADMIN.	-75,300	0	-75,300	-9,871.88	-65,428.32	13.1%
033 BUILDING INSPECTION	-150,050	0	-150,050	-58,080.00	-91,970.00	38.7%
040 POLICE DEPARTMENT	-76,500	0	-76,500	-23,901.67	-52,598.33	31.2%
042 ANIMAL CONTROL	-1,000	0	-1,000	-675.00	-325.00	67.5%
050 HEALTH DEPARTMENT	-28,100	0	-28,100	-900.00	-27,200.00	3.2%
053 SENIOR SERVICES	-2,000	0	-2,000	-1,475.00	-525.00	73.8%
054 YOUTH SERVICES	-4,830	0	-4,830	-887.50	-3,942.50	18.4%
060 RECREATION DEPARTMENT	0	0	0	-60.00	60.00	100.0%
061 LIBRARY	-9,000	0	-9,000	-2,648.65	-6,351.35	29.4%
206 BOARDS & COMMISSIONS	-7,750	0	-7,750	-999.90	-6,750.10	12.9%
207 STATE OF CONNECTICUT	-5,185,513	0	-5,185,513	-1,628,542.64	-3,556,970.36	31.4%
208 MISCELLANEOUS SOURCES	-385,026	0	-385,026	-115,938.89	-269,087.11	30.1%
999 FUND BALANCE	-1,005,793	0	-1,005,793	.00	-1,005,793.00	.0%

GRAND TOTAL -47,743,727 0 -47,743,727 -25,953,882.05


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



CROMWELL POLICE DEPARTMENT

Denise Lamontagne
Chief of Police

To: Anthony J. Salvatore
Town Manager

From: Chief Denise Lamontagne 

Subject: DUI Law Enforcement Grant

Date: November 1, 2016

I am requesting that you add the above grant to your Town Council Agenda, November 9, 2016, for permission to apply for and receive the above Expanded 75%-25% DUI Law Enforcement Grant.

Sergeant Bengtson has prepared the grant application (copy attached) of which includes four (4) checkpoints and thirty six (36) roving patrols.

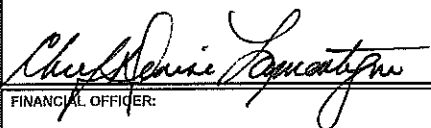
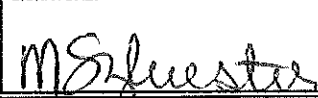

Based on the figures that I have received, I am requesting an appropriation of \$33,900.00 from Capital Non-Recurring of which 75% will be reimbursed back to the Town.

In addition, three of the Towns that have participated in the grant for the mobile DUI vehicle will conduct two sobriety checkpoints. The checkpoints will include members of the Mid-State Traffic unit along with members of the host Town. These costs have also been included in the DUI Grant for reimbursement.

Upon approval by the Town Council for the above, I will be making a request to the Board of Finance at their November 17, 2016 meeting for their approval of funding.

Attachment

cc: Captain Kevin VanderSloot
Marianne Sylvester, Finance Director

STATE OF CONNECTICUT DEPARTMENT OF TRANSPORTATION HIGHWAY SAFETY OFFICE	SHADED AREA FOR HSO USE ONLY		
	Project No:	<input type="checkbox"/> Project Initiation <input checked="" type="checkbox"/> Project Revision	<input type="checkbox"/> Project Cancellation <input type="checkbox"/> Project Continuation
	Program Area:		Date Approved:
	Program Description: Alcohol Enforcement		
HIGHWAY SAFETY PROJECT APPLICATION			
ACCEPTANCE -- IT IS UNDERSTOOD AND AGREED BY THE UNDERSIGNED THAT FUNDS RECEIVED AS A RESULT OF THIS APPLICATION IS SUBJECT TO THE REGULATIONS GOVERNING HIGHWAY SAFETY PROJECTS. THIS AGREEMENT MAY BE TERMINATED BY EITHER PARTY IN ACCORDANCE WITH THE HIGHWAY SAFETY OFFICE POLICY. COPY OF POLICY OBTAINED UPON REQUEST.			
PROJECT TITLE:			
FY 2017 Comprehensive DUI Enforcement Program for Municipal Police Department			
GOVERNMENTAL UNIT: Town of Cromwell		ADDRESS OF GOVERNMENTAL UNIT: 41 West Street, Cromwell CT 06416	
APPLICANT: Cromwell Police Department		ADDRESS OF APPLICANT: 5 West Street, Cromwell CT 06416	
FEIN: 06-600-1978	DUNS NUMBER:	ANTICIPATED PROJECT STARTUP DATE: November 26, 2016	
APPROVED PROJECT PERIOD: (mo/date/yr) FOR HSO USE ONLY			
FROM:		THROUGH: September 9, 2017	
PROJECT DIRECTOR: Denise Lamontagne	TITLE: Chief of Police	TELEPHONE NUMBER: 860-635-2256 ext. 12	
SIGNATURE: 	ADDRESS & ZIP CODE: 5 West Street, Cromwell CT	FAX NUMBER: 860-613-2934	
FINANCIAL OFFICER: Marianne Sylvester	TITLE: Finance Director	TELEPHONE NUMBER: 860-632-3414	
SIGNATURE: 	ADDRESS & ZIP CODE: 41 West Street, Cromwell CT	FAX NUMBER: 860-632-3491	
AUTHORIZING OFFICIAL: Anthony J. Salvatore	TITLE: Town Manager	TELEPHONE NUMBER: 860-632-3412	
SIGNATURE: 	ADDRESS & ZIP CODE: 41 West Street, Cromwell CT	FAX NUMBER: 860-632-3435	
APPROVAL -- FOR HSO USE ONLY			
FISCAL REVIEW COMPLETED BY: Christine Biske	PROJECT MANAGER REVIEW COMPLETED BY: Eugene Interlandi		DATE:
DATE:	PROGRAM COORDINATOR REVIEW COMPLETED BY: Joseph T. Cristalli, Jr.		DATE:
THIS ACTION: PREVIOUS ACTION: TOTAL OBLIGATED:	GOVERNOR'S HIGHWAY SAFETY REP: Thomas J. Maziarz		DATE:

PROJECT TITLE	APPLICANT
FY 2017 Comprehensive DUI Enforcement Program for Municipal Police Department	Cromwell Police Department

STATEMENT OF THE PROBLEM AND BACKGROUND INFORMATION

Alcohol-impaired driving fatalities in Connecticut averaged 107 per year for the 2004-2013 ten year period. The year 2011 had the lowest reported total (94) and the year 2013 had the highest reported total (126). Alcohol-impaired driving fatalities for the latest available three years are: **2011** - 94, **2012** - 100, **2013** - 126. Alcohol-impaired driving fatalities for the 2004-2013 ten year period averaged 38% of total fatalities for the period.

"Under the Influence" crashes for the latest available three years are: **2012** - 2225, **2013** - 2257, **2014** - 2199.

"Under the Influence" injuries for the latest available three years are: **2012** - 1067, **2013** - 1022, **2014** - 1041.

73% of fatally injured drinking drivers ($BAC \geq 0.01$) occurred in crashes between the hours of 8 PM and 6 AM.

The number of statewide DUI arrests for the latest available three years are:

FY 2012/2013 - 11,014, **FY 2013/2014** - 10,308, **FY 2014/2015** - 10,438.

NOTE: For DUI Patrol activities, the number of enforcement officers allowed per vehicle at any one time is one per vehicle, however, core enforcement hours may be split by more than one officer. All officers who will be assigned to DUI activities have to be updated in the most current version of Standardized Field Sobriety Testing (SFST).

NOTE: The operation of this Traffic Enforcement Program shall be above and beyond the normal/special patrol activities scheduled during the program parameters.

OBJECTIVES

To reduce the number of crashes, injuries and fatalities from impaired driving through increased high-visibility DUI enforcement activities. Communicate with the public, through media venues, the increased levels of DUI enforcement activities so drivers will realize the risks and consequences of operating a vehicle while under the influence and therefore deter that behavior.

ACTIVITIES AND PROCEDURES

This program is being offered on an expanded year-round basis and is in line with the goals and objectives as highlighted in the Connecticut Highway Safety Plan for FY 2017. Funding will be used to address various circumstances in which increased drinking and driving within the municipality is anticipated to take place. In the course of discussions with police agencies, it is evident that the incidence of impaired driving increases at certain times of the year in addition to holiday periods; for example, shoreline communities which have an increase in population during the summer months. Events such as summer festivals, country fairs, music concerts, sporting events, etc, all represent potential for a higher incidence of impaired driving.

Enforcement techniques employed should include extra DUI patrol activities, and may include DUI sobriety checkpoints. A checkpoint is defined as, an operation not to exceed eight officers, including a supervisor, conducted at a fixed location, which lasts no more than eight hours where operators are stopped and interviewed to determine if the operator is impaired. Roaming or saturation patrols will not be conducted or reported as checkpoints.

PROJECT TITLE	APPLICANT
FY 2017 Comprehensive DUI Enforcement Program for Municipal Police Department	Cromwell Police Department

STATEMENT OF THE PROBLEM AND BACKGROUND INFORMATION (CONTINUED):

(INSERT LOCAL DUI CRASH AND CITATION STATISTICS AND LOCAL PROBLEM ID HERE)
DATA MUST INCLUDE ALCOHOL-RELATED FATAL AND INJURY CRASH DATA, DUI ARREST DATA,
TIME OF DAY AND DAY OF THE WEEK AND LOCATIONS WHERE THE PROBLEM EXISTS.
MAKE SURE TO INCLUDE YOUR PERFORMANCE MEASURES, (WHAT IS YOUR BENCHMARK, WHAT
ARE YOUR GOALS AND HOW WILL YOU MEASURE YOUR SUCCESS).

**** NOTE - A MINIMUM OF THREE YEARS OF LOCAL ALCOHOL RELATED
IMPAIRED DRIVING CRASH DATA IS REQUIRED TO SUBSTANTIATE THE
LOCAL PROBLEM I.D.****

The Cromwell Police Department is geographically located in the center of the State of Connecticut and has two major interstate highways (Interstate 91 and Route 9) passing through it, in addition to four secondary state routes (Rte. 99, Rte. 3, Rte. 372, and Rte. 524). Not including the interstate highways, the Cromwell Police Department is responsible for patrolling 52.44 miles of local roadways.

The Cromwell Police Department is focused on prevention and enforcement of motor vehicle violations, specifically DUI. The prevention is initiated through the School Resource Officer at the High School and Middle School level through the use of the DARE Program. Further, the Cromwell Police has late evening patrols operating between 1800 and 0300 hrs. They are assigned as a supplement to the patrol division, and when available, are directly assigned to traffic enforcement.

The Cromwell Police Department participates in the Department of Transportation and Connecticut Chiefs of Police public service announcements pertaining to the "Don't Drink and Drive" campaigns. During the 2016 Christmas Holiday, the Cromwell Police Department will participate in a Connecticut Chiefs of Police public service announcement pertaining to public education of not drinking and driving. The local newspapers are issued notices each time an organized DUI checkpoint is operated.

A review of statistical data maintained by the Cromwell Police Department has disclosed that between January 1, 2013 and December 31, 2015, there have been 118 arrests for DUI. 77.12% took place between 2000 and 0400 hours and 69.49% occurred between Thursday evening and Sunday morning. During this same date range, there have been 917 motor vehicle accidents (MVA's) in the Town of Cromwell. Of the MVA's reported, 28 involved DUI operators, which represents 3.05% of the reported accidents. There were 11 injuries as a result of these 28 MVA's involving an operator charged with DUI, and no fatalities.

The primary locations for offender detection are the Rte. 372 corridor that runs east and west through town, as well as Rte. 3 and Rte. 99, which intersect with Rte. 372 and run north and south. All three routes pass through commercial venues and residential neighborhoods. 36.44% of the offenders were located on Rte. 372, 21.86% on Rte. 3, 14.41% on Rte. 99, and 22.88% on municipal roads. The Cromwell Police Department uses this statistical data in reporting motor vehicle accidents, fatalities, and injuries as a means of gauging our success in combating the DUI offender. This will continue to be our method of gauging our enforcement effort. It is the intent of the Cromwell Police Department to continue the use of saturation patrols, DUI checkpoints, continued education through the Public School system and Media outlets to lower the number of DUI offenders and DUI accidents.

PROJECT TITLE		APPLICANT					
FY 2017 Comprehensive DUI Enforcement Program for Municipal Police Department		Cromwell Police Department					
BUDGET SUMMARY		<table border="1"> <tr> <td>Federal Share</td> <td>75.00%</td> </tr> <tr> <td>State/Local Share</td> <td>25.00%</td> </tr> </table>		Federal Share	75.00%	State/Local Share	25.00%
Federal Share	75.00%						
State/Local Share	25.00%						
BUDGET SUMMARY SUBMITTAL							
COST CATEGORY	AMOUNT	SOURCE OF FUNDS					
PERSONNEL SERVICES	\$33,900.00	FEDERAL FUNDS (75%)	\$25,425.00				
CONTRACTUAL SERVICES	XXXXXXXXXX	NON-FEDERAL FUNDS (25%)	\$8,475.00				
OPERATING COSTS	XXXXXXXXXX	TOTAL FUNDS (100%)	\$33,900.00				
EQUIPMENT	XXXXXXXXXX						
INDIRECT COSTS	XXXXXXXXXX						
TOTAL BUDGETED	\$33,900.00						
BUDGET SUMMARY APPROVAL (HSO USE ONLY)							
COST CATEGORY	AMOUNT	SOURCE OF FUNDS					
PERSONNEL SERVICES		FEDERAL FUNDS (75%)					
CONTRACTUAL SERVICES	XXXXXXXXXX	NON-FEDERAL FUNDS (25%)					
OPERATING COSTS	XXXXXXXXXX	TOTAL FUNDS (100%)					
EQUIPMENT	XXXXXXXXXX						
INDIRECT COSTS	XXXXXXXXXX						
TOTAL BUDGETED							

To: Town Council
From: Stuart B. Popper Director of Planning and Development
Date: November 1, 2016
Re: Economic Development Coordinator Report for October

1. Business Visitations

We had a great business visitation on Wednesday September 28, 2016 to Phoenix Farm at 76 Nooks Hill Road. There was no visit in October. Our next business visitations are scheduled for Thursday November 16, 2016.

2. RFP/RFQ for 60 and 61 River Road

I prepared the RFP/RFQ for 60 and 61 River Road and had published it on Sunday October 2, 2016 in the Hartford Courant. We received one response prior to the deadline on Friday October 21, 2016. I reviewed the one response and requested several clarifications from the Developer.

3. Middlesex County Chamber of Commerce Business to Business Expo

The EDC had a booth at the Middlesex County Chamber of Commerce Business to Business Expo on Tuesday October 11, 2016 from 9:00 am to 7:00 pm. The event was well attended and everyone was very impressed with the EDC's new Trade Show display units.

4. Planning and Zoning Commission

At its regular meeting on October 18, 2016 the Town of Cromwell Planning and Zoning Commission met and took the following actions:

- Approved Application #16-39: Request for a Site Plan Modification to permit the installation of signs at 14 Hillside Road. Sign Pro Inc. is the Applicant and Buhl Land East is the Owners
- Approved Application #16-40: Request for a Site Plan Modification to permit the installation of signs at 1000 Corporate Row. Sign Pro Inc. is the Applicant and Buhl Land East is the Owner.
- Approved Application #16-37: Request for a Site Plan Modification to allow for Outside Storage and Sale of Propane Tanks at 207 West Street. Blue Rhino of New England is the Applicant and the TA Cromwell LLC and TA New Milford LLS are the Owners.
- Approved with conditions Application #16-32: Request to Modify the Special Permit at 161 Berlin Road by adding seasonal storage of trailers in the parking lot. Wal-Mart Real Estate Business Trust is the Applicant and Infinity Cromwell Properties Limited Partnership is the Owner.
- Approved Application #16-36: Request to Amend the Zoning Map for 241 and 251 Main Street from Riparian Protection District to Local Business Zone. Rodnella Realty LLC is the Applicant and Owner.

5. CMA's Halloween on Main Street

We had a very successful Halloween on Main Street event on Saturday October 29, 2016.

RECEIVED FOR FILING
10/21 2016 at 3:50 P.M.
TOWN CLERK'S OFFICE
CROMWELL, CONN.

TOWN OF CROMWELL
TOWN COUNCIL
SPECIAL MEETING
WEDNESDAY OCTOBER 19, 2016
6:00 PM TOWN HALL ROOM 224/5

Gloria Brundage
TOWN CLERK

MINUTES

Present: Mayor E. Faienza, E. Widders, S. Slade, F. Emanuele, A. Waters, T. Tokarz

Absent: Deputy Mayor R. Newton

Also Present: Town Manager A. Salvatore, Director of Finance M. Sylvester, Public Works Director L. Spina, Labor Attorney K. Weinstock, Public and Press

A. CALL TO ORDER

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

B. EXECUTIVE SESSION

1. Strategy, Union Matters
 - a. NIPSEU, Police Union
 - b. UE Local 222, CILU #83, Public Works Union
2. Discuss the lease, sale or purchase, or acquisition of real estate by the Town of Cromwell.
3. Action on Executive Session items, if necessary.

Motion made by F. Emanuele seconded by A. Waters and *unanimously carried* to adjourn to Executive Session at 6:01 p.m.

Town Manager A. Salvatore, Director of Finance M. Sylvester and Town Labor Attorney K. Weinstock were invited into Executive Session. Public Works Director L. Spina was invited into Executive Session for item 1b only.

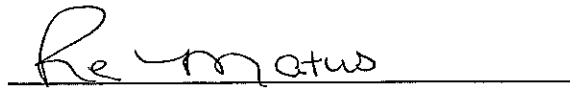
Motion made by F. Emanuele seconded by A. Waters and *unanimously carried* to come out of Executive Session at 6:17 p.m.

3. Action on Executive Session items, if necessary.
No action taken.

C. ADJOURN

Motion made by F. Emanuele seconded by E. Wenners and *unanimously carried* to adjourn the Special Meeting at 7:17 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Re Matus", is written over a horizontal line.

Re Matus
Secretary

10-26-16A10:10 RCVD

TOWN OF CROMWELL
TOWN COUNCIL
SPECIAL MEETING
WEDNESDAY OCTOBER 19, 2016
7:00 PM TOWN HALL ROOM 224/5

RECEIVED FOR FILING
10-26-2016 at 10:10 A.M.
TOWN CLERK'S OFFICE
CROMWELL, CONN.

L. Connerella, Jr.
TOWN CLERK

MINUTES

Present: Mayor E. Faienza, F. Emanuele, A. Waters, T. Tokarz, E. Wenners, S. Slade

Absent: Deputy Mayor R. Newton,

Also Present: Town Manager A. Salvatore, Director of Finance M. Sylvester,
Director of Public Works L. Spina, Captain K. VanderSloot, Town
Engineer J. Harriman, Public and Press

A. CALL TO ORDER

Mayor Faienza called the Special Meeting to order at 7:17 p.m.

B. PLEDGE OF ALLEGIANCE

Boy Scouts led the Pledge of Allegiance

C. APPROVAL OF AGENDA

Motion made by E. Wenners seconded by A. Waters and *unanimously carried* to approve the agenda. (Item New Business #4 was moved to right after Approval of Agenda)

N. NEW BUSINESS

4. Authorize Town Manager to appoint Recreation/Youth Services Director.

Town Manager Salvatore advised that approximately 40 applications were received. The applications were vetted by senior staff; ten were selected for interviews. The interview panel consisted of the Recreation Director from Southington, Dick Nobile, Chairman Recreation Commission and Director of Public Works Spina (they will be working together for field preparation and scheduling). Three candidates were selected for second interviews; Chief LaMontagne assisted with the second interviews. As a result of the interview process the individual selected by the Town Manager to be brought before the Council for their approval is Christopher Rusack.

S. Slade asked to give the present Recreation Director the opportunity to state her opinion of the candidate before the vote was taken. An extremely positive opinion of the candidate was given by S. Schein. Ms. Schein stated that he will be an asset to the community.

Motion made by A. Waters seconded by S. Slade and *unanimously carried* to authorize Town Manager to appoint Christopher Rusack as Cromwell's Recreation/Youth Services Director, contingent on a successful background check and at a date to be determined by the Town Manager.

On behalf of the Council Mayor Faienza thanked Ms. Schein for all of her years of service to the Town.

D. COMMISSION CHAIRMAN REPORTS/LIASON REPORT

None

E. CITIZEN COMMENTS

1. E. Kulo, Lakespur Drive -spoke regarding the Community Garden - is not in favor of issuing the plots by lottery. (Town Manager Salvatore stated that the the same plots would be issued as long as next year's application is received in a timely manner.)
2. M. DeBishop, Summerwind -spoke regarding the Community Garden -stated that they all received a letter stating that everything had to be cleared out by October 30th and not October 25th as previously stated.
3. P. McHugh, Skyview Drive -thanked the Scouts for attending this evenings Council meeting and taking an interest in the town government.
4. M. Grylls, Cedarland Court -spoke regarding the Community Garden -she recently moved to Cromwell was excited to obtain a garden plot.
5. D. Unsworth, Greenway Drive -Spoke regarding the Community Garden - sent letters to the Council with suggestions for the garden.

F. MAYOR'S REPORT

Mayor Faienza reported:

- The last business visit was to Phoenix Farms. It was a very informative visit and a lot was learned about the farm.
- Charter Revision is meeting tonight; this meeting will be to primarily review what they have done so far.
- Sue Schein's retirement information went out to the Council this week.
- The meetings of the area Mayor's continue. Some of the topics discussed are regionalization and sharing equipment.
- The parking lot looks amazing. He thanked all that were involved in the project for a job well done.
- The Mayor's Ball was a huge success. This year's recipients are the Middlesex Cancer Center and the Valor Green project.
- Halloween on Main Street is this coming Saturday. The day will be capped off with fireworks.
- The joint meeting of the Council, Board of Finance and Board of Education will be held on Monday, October 24th.

G. TOWN MANAGER'S REPORT

Town Manager Salvatore reported:

- Gave Kudos to Public Works and Engineering Departments for the work they did on the parking lot. The extension resulted in 17 new parking stalls. The five trees that were taken down were replaced with 13 trees; this includes replacing the diseased Christmas tree.

- Approximately 1/3 of Hoffman Farm is being hayed by a farmer that has an agreement to do so with the town. Our town crew will be cutting down the briars and will start working on the walking trail.
- A walking path was installed from Community Field Road to parking lot near the PBA Building.
- He and Finance Director Sylvester attended the Bonding Presentation; he feels that it went well.
- The Raymond Road project is going well. Eversource has 60 residents that responded they are interested in gas lines; they need 66 positive responses to move forward.
- The Football Field lights are in and are working well. They had a ceremony last week before the game.
- The reconstruction on the truck is going well; he and Public Works Director Spina went on a road trip to view the progress on the truck. The new tri-axel is in.
- The information regarding the Cromwell Outboard Association that was requested is in the packet.

H. CHIEF OF POLICE'S REPORT

Captain VanderSloot presented the Chief's report in Chief LaMontagne's absence.

- The Monthly Incident Report was distributed for the month of September.
- The Department is all set for Halloween on Main next Saturday.
- Kudos to Sgt. Parsons for his fine police work on September 20th; while on patrol he noticed that dome lights were on in a vehicle parked in a resident's driveway very late at night. This observation resulted in him stopping a person riding a bike. After finding coins and cash a several other items an arrest was made for breaking into several vehicles in the neighborhood.
- The Department will be switching over their 911 System; it will be rebuilt and reinstalled sometime around next May.

I. PUBLIC WORK DIRECTOR'S REPORT

Public Works Director Spina reported:

- Town Hall Parking Lot Expansion - Project is nearly complete. We are waiting on contractor to install irrigation. This should get done within the next 10 to 14 days.
- Pierson Park Lighting Project - work is complete, everything working as expected.
- Pierson Park Walkway - Highway crews are constructing a path from Community Field Rd. to parking lot near PBA Building. Project will be completed by week's end in time for the Trick or Trunk this Saturday.
- Elevator Modernization - tentative start date is Monday, November 14. Work is expected to be complete within 6 to 8 weeks.
- Downtown Drainage Project - Complete, punch list grass

- Willowbrook Road - FEMA LOMR review comments received - consulting engineer addressing comments. This is the first permitting hurdle.
- Raymond Place - storm pond within Watrous Park is 90% complete. Crews started installing water main and drainage on Sunset Drive. Eversource gas is nearing the commitment needed to bring gas to the neighborhood (60 of 66 needed).
- River access road - A team of UCONN environmental engineering students will be conducting a phase 2 investigation and possible remediation design for the area north of the developed park over the course of the academic year. Engineering department is working on survey and geometric design of roadway. Jon Harriman is meeting with DOT soon to review intersection feasibility.
- Coles Road (LOTICIP) - proposal endorsed by River COG. Have received initial comments from DOT, awaiting DOT approval of grant. Will be soliciting RFQ for engineering firm to design once grant is approved.
- North Road Extension Bridge over Coles Brook - Have received 8-24 approval from P&Z. Will be soliciting qualifications from engineering firms for bridge replacement design in the very near future.

J. FINANCE DIRECTOR'S REPORT

Finance Director Sylvester reported:

- Attended a bonding meeting today with Town Manager Salvatore to reaffirm our AAA rating. They are hoping to hear back the end of next week.
- The Bond Sale will be held in the middle of November.
- The Auditor's were on site the Month of September. Assistant Finance Director DeVoe did a great job working with the Auditors. Ms. DeVoe also did a great job keeping the bond process going in her absence.

K. FINANCIAL

1. Budget Reports

2. Tax Refunds

Motion made by A. Waters seconded by S. Slade and *unanimously carried* to approve tax refunds 1 - 111.

3. To consider and act upon a resolution recommending a supplemental appropriation of \$1,716,000, to be funded from borrowings to the extent not defrayed from grant receipts, for costs related to the replacement of the North Road Extension Bridge (Bridge No. 05939) in Cromwell and related work, and, if approved, referring such recommendation to the Board of Finance for its consideration; calling a Special Town Meeting to consider and act upon a resolution with respect to the appropriation and borrowing authorization for the project if approved by the Board of Finance; and making various determinations in connection therewith. (see Resolution)

Town Engineer J. Harriman presented the request. During discussion the Town Council amended the resolution to correctly identify the name of the bridge as

North Road Extension Bridge. Finance Director Sylvester explained the financial process of the request

Motion made by F. Emanuele seconded by E. Widders and *unanimously carried* to approve upon a resolution recommending a supplemental appropriation of \$1,716,000, to be funded from borrowings to the extent not defrayed from grant receipts, for costs related to the replacement of the North Road Extension Bridge (Bridge No. 05939) in Cromwell and related work, and, if approved, referring such recommendation to the Board of Finance for its consideration; calling a Special Town Meeting to consider and act upon a resolution with respect to the appropriation and borrowing authorization for the project if approved by the Board of Finance; and making various determinations in connection therewith. (see Resolution)

4. To authorize the Mayor to set the time/date of the Special Town Meeting to approve a supplemental appropriation in the amount of \$1,716,000.

Motion made by A. Waters seconded by T. Tokarz and *unanimously carried* to authorize the Mayor to set the time/date of the Special Town Meeting to approve a supplemental appropriation in the amount of \$1,716,000.

5. Discussion and action to approve the agreement for Engineering Services between the Town of Cromwell and Cardinal Engineering for intersection realignment at County Line Drive and Shunpike Road for the Northern industrial Tier.

- a. Authorize Town Manager to sign agreement.
- b. Discussion and authorization to re-appropriate LoCIP funds previously designated for construction inspection services to engineering services to pay for agreement between the Town of Cromwell and Cardinal Engineering.
- c. Discussion and authorization for a bid waiver for agreement between the Town of Cromwell and Cardinal Engineering.

Motion made by A. Waters seconded by F. Emanuele and *unanimously carried* to approve the agreement for Engineering Services between the Town of Cromwell and Cardinal Engineering for intersection realignment at County Line Drive and Shunpike Road for the Northern industrial Tier.

Motion made by T. Tokarz seconded by A. Waters and *unanimously carried* to authorize Town Manager to sign agreement.

Motion made by A. Waters seconded by S. Slade and *unanimously carried* to re-appropriate LoCIP funds previously designated for construction inspection services to engineering services to pay for agreement between the Town of Cromwell and Cardinal Engineering.

Motion made by A. Waters seconded by F. Emanuele and *unanimously carried* for authorization for a bid waiver for agreement between the Town of Cromwell and Cardinal Engineering.

L. STAFF REPORTS

None

M. UNFINISHED BUSINESS

1. Continue discussion and possible action on Solid Waste Report. - Tabled
Left on table.

2. To consider and act upon Library Expansion Project. -Tabled
Left on table.

N. NEW BUSINESS

1. Discussion and action on request from resident at 31 River Road to purchase a piece of Town owned property that borders her property.

Motion made by S. Slade seconded by A. Waters and *unanimously carried* to approve to have the Town Manager open discussions with the resident of 31 River Road for the purchase of town property.

2. Authorize Town Manager to hire P/T Transfer Station Employee at his discretion at either P/T level B or E.

Motion made by F. Emanuele seconded by S. Slade *and unanimously carried* to authorize Town Manager to hire P/T Transfer Station Employee at his discretion at either P/T level B or E.

3. Authorize the Town Manager to hire P/T Building Maintenance Maintainer at minimum wage.

Motion made by S. Slade seconded by A. Waters *and unanimously carried* to authorize Town Manager to hire P/T Building Maintenance Maintainer at minimum wage.

O. APPROVAL OF MINUTES

1. Special Meeting, September 14, 2016

Motion made by F. Emanuele seconded by T. Tokarz *and carried* to approve the minutes of the Special Meeting of September 14, 2016.

Aye: T. Tokarz, A. Waters, F. Emanuele, E. Faienza, S. Slade

Abstained: E. Wenners (was not present for this meeting)

2. Regular Meeting, September 14, 2016

Motion made by S. Slade seconded by T. Tokarz *and carried* to approve the minutes of the Regular Meeting of September 14, 2016.

Aye: T. Tokarz, A. Waters, F. Emanuele, E. Faienza, S. Slade

Abstained: E. Wenners (was not present for this meeting)

3. Special Meeting, September 30, 2016

Motion made by F. Emanuele seconded by T. Tokarz *and carried* to approve the minutes of the Special Meeting of September 30, 2016.

Aye: T. Tokarz, F. Emanuele, E. Faienza, E. Widders, S. Slade

Abstained: A. Waters (was present but recused himself from the meeting)

4. Special Meeting, October 6, 2016

Motion made by T. Tokarz seconded by E. Widders *and carried* to approve the minutes of the Special Meeting of October 6, 2016.

Aye: T. Tokarz, F. Emanuele, E. Faienza, E. Widders, S. Slade

Abstained: A. Waters (was present but recused himself from the meeting)

P. RESIGNATIONS

None

Q. APPOINTMENTS

None

R. TOWN COUNCIL COMMISSION LIAISON REPORTS

A. Waters -Historical Society and Senior Commission

F. Emanuele -Senior Commission and Youth Services.

E. Widders -Spoke about the correspondence that was received from Mrs. Terry regarding the Valor Green Improvements.

S. Slade -Fire Commission and Recreation Commission.

S. ADJOURNMENT

Motion made by S. Slade seconded by F. Emanuele *and unanimously carried* to adjourn the Special Meeting 8:57 p.m.

Respectfully submitted,



Re Matus
Secretary

Incident Statistics Report

09/01/2016 00:00 Thru 09/30/2016 23:59

Call Type Description	Total for Period
911 Hang Up Call	7
Administrative Matter	9
Alarm - All types	18
ALARM-FALSE BILLABLE	39
All Other Offenses	3
Animal Complaint	29
Assist Motorist	19
Assist Other Agency	28
Burglary	7
Car Seat Installation	1
Civil Matter	1
Counterfeit/Forgery	2
Credit Card/ATM Fraud	4
Criminal Mischief / Vandalism	4
Dis Conduct/BOP	1
Domestic Incident	7
DUI	2
Escort	4
Fight/Disturbance	4
Fingerprinting	27
FV Protocol / P.A.	3
Identity Theft	3
Impaired / Intox Person	2
Juvenile Incident	14
Larceny - From Building	5
Larceny - From MV	10
Larceny - MV Parts/Access	1
Larceny -Purse-snatch	2
Larceny -Shoplifting	13
Larceny- Other	3
Medical Emergency	49
Missing Person	1
MV Accident	34
MV Parking Violation	18
MV Violation	162
MVA NR PRIV PROP	8
Neighbor Dispute	1
Noise Complaint	12
Nursing Home Fax Report	5

Incident Statistics Report

09/01/2016 00:00 Thru 09/30/2016 23:59

Call Type Description	Total for Period
Property Check	158
Property Lost/Found	8
Property Seized	1
Record Only Call	14
Road Cond/TCS Out	12
See Complainant	35
Serve Warrant INFO	1
Suspicious Activity	64
TEST CALL	8
Threaten/Harass/Intimidation	5
Traffic Assignment	5
Unfounded Complaint	4
Unwanted Person	2
Well Being Check	13
Total:	892

Mertie Terry
589 Main Street
Cromwell, CT 06416

October 19, 2016

Cromwell Town Manager, Anthony J. Salvatore
Cromwell Town Mayor, Enzo Faienza
Members of the Town Council

Dear Friends:

As many of you know I am a ardent supporters of Veterans- serving as a member of the NUVeterans retiree and employees group, Administrator with James Neeland of the CTVets facebook web page, was instrumental along with NUVets in bringing the Wall That Heals to Oxford Connecticut – and serving with many others from NU at the Rocky Hill Veterans Home and Hospital.

So, I am asking that you revisit your decision to place a “piece of equipment” (I understand a helicopter or something) on our Memorial Green.

I am dead set against it.

First, our memorial green is beautiful as it is – I agree that the memorial wall that is currently being constructed, will not detract from the purpose of the green or it beauty. It is a piece of history and inspires reflection.

BUT to place a piece of “equipment” there on that beautiful green I believe will detract from the peace and tranquility and pristine appearance of that tract of town land.

Second – you ride by the VFW in Rocky Hill – do you honestly think the tank portrays what we want on our green? I think not.

I am sorry that I cannot attend your meeting in person but I have some prior commitments so I must use this method of communication instead.

Please take my comments into consideration at your next meeting - I believe and have heard that many of our townspeople will agree with me on this issue. Thank you.

Mertie Terry

Mertie Terry

RECEIVED FOR FILING
10/31 2016 at 3:37 P.M.
TOWN CLERK'S OFFICE
CROMWELL, CONN.

TOWN OF CROMWELL
SPECIAL MEETING
JOINT MEETING OF THE TOWN COUNCIL
BOARDS OF EDUCATION AND FINANCE
MONDAY, OCTOBER 24, 2016
7:00 P.M. TOWN HALL ROOM 224/5

Gloria Prendergast Asst
TOWN CLERK

MINUTES

Present:

Town Council: Mayor E. Faienza, Deputy Mayor R. Newton, F. Emanuele, T. Tokarz,
E. Weners, S. Slade
Absent: A. Waters

Board of Finance: Chairman J. Henahan, J. Corlis, A. Spotts, J. Neto, A. Drew
Not present: B. Milardo
Alternates: J. Dzurka, D. Kelly

Board of Education: Chairman M. Camilleri, J. Matrullo, J. Ritter, J. Fletcher,
M. Midgley, C. Kelleher
Not Present: J. Flanders, P. Sousa, S. Lamberson

Also Present: Town Manager A. Salvatore, Director of Finance M. Sylvester,
Superintendent of Schools Dr. P. Talty, Assistant Superintendent of Schools J.
Maloney, Facilities Manager S. Rose, Director School Finance E. Spencer, ECS Principal
L. DiTunno, CMS Principal A. Cocchiola, CMS Assistant Principal S. Lynch
Representatives of Construction Solutions Group LLC, President J. Giuliano and Grant
Application Specialist R. LaFleur, Public and Press

A. CALL TO ORDER

Mayor Faienza called the Special Joint Meeting to order at 7:00 p.m.

B. NEW BUSINESS

1. Presentation and discussion on the BOE proposal regarding ECS and CMS school
projects.

Mayor Faienza asked the Town Council Members to introduce themselves.

Chairman Camilleri asked the Board of Education Members to introduce themselves
and then introduced School Administrators that were present in the audience.

Chairman Henahan asked the Board of Finance Members to introduce themselves.

Chairman Camilleri stated that they had a few meetings with the Long Range
Planning Committee on this topic, which has representatives from each of these
boards. After a few meetings the Board of Education was directed to come up
with proposed recommendations and bring them back to this group for dialogue
and input.

Superintendent Talty was introduced and presented the events that lead up to this evening's meeting.

Last year the Board of Education entered into a discussion about the viability of ECS which they felt was in need of some attention as well as CMS due to its space considerations. They contracted with Construction Solutions Group (CSG) who is helping with the process. Drummey Rosane Anderson (DRA) was selected to do a condition study on both buildings. The study is on the Board of Education website for those who are interested in reading it.

In addition DRA provided the community with three opportunities to attend meetings to come out and talk and provide feedback about each facility. DRA took all of that information and presented the Board of Education with several options for each building. A lot of discussions were held with CSG, Mr. Giuliano and Mr. LaFleur regarding space considerations, cost analysts and State reimbursement rate.

On September 13th the Board of Education discussed all of the options presented with input from the Leadership Team and determined to provide a recommendation to rebuild ECS with a class room size of 900 square feet, a gym of 6,000 square feet and a library media size of 2,000 square feet. In addition, at that time they determined that CMS should be renovated as new. CMS also has some considerable space considerations; the classrooms are quite small and do not fit the program needs.

At Chairman Camilleri's request Dr. Talty provided information regarding the Pre K program.

Mayor Faienza asked for further information regarding the proposal and the length of the process.

Jim Giuliano and Roger LaFleur from Construction Solutions Group were introduced.

J. Giuliano explained that the informational handout that was provided tonight is a product of the Long Range Planning Meetings. It is a cash flow intended for Finance Director Sylvester and her planning of bonding in advance and the effect the construction project would have on debt service.

The other handout is intended for the Board of Education to provide options for moving forward with a new elementary school. In the condition study (DRA) recommended 1200 Pre-K and K classroom. CSG took it further and gave various options and what effect it would have on Cromwell's State reimbursement rate.

The Space Standards Worksheet is attached to minutes. As Dr. Talty stated the 900 sf Pre-K & K 2,000 sf Media and 6,000 sq ft Gym is the option that is being recommended by the Board of Education. Cromwell's share would be \$21,671,250.

Discussion continued regarding the Grant Process and when the application should be submitted to the State and the timeline for the project.

J. Giuliano advised if the grant is submitted in 2017 you will get the commitment in 2018 and construction would have to start no later than 2020. You can do the design of the building in between applying for the grant and receiving the commitment from the State.

Mayor Faienza turned the meeting over to Finance Director M. Sylvester

Finance Director Sylvester reported that the Long Range Planning Committee has been meeting since 2004 and since that time discussions were held on this topic and all town projects such as Town Roads and various school projects such as new roofs for ECS and CMS. The requests are vetted by the LRP Committee and then presented to the town at large. A lot is based on assumptions of where the grand list is going; where the state funding is going and what budgets we are going to be looking at over the next 20 years. Based on the projects that the Town is looking at now; The Public Works Facility, the Library Renovations, which we have a million dollar grant for, and the School Projects that was presented to the committee. Those projects have been placed within the long range financial model that we have. The town has a AAA rating from Standard and Poor's that we are proud to maintain. With that rating comes responsibility for borrowing at certain levels, compared to the budget. We have re-occurring debt, Debt service, debt payments on an annual basis, compared to the budget at a certain ratio. We like to keep our debt ratio from 8-10% of our total budget. We try to stabilize the mill rate impact for our taxpayers so we don't see a huge spikes and valleys in the mill rate. She is trying to position all of our capital projects within our model. Doing so we can finance a smaller project such as the Public Works Facility which has been identified by the Town Council and Board of Finance as somewhat of a priority for the town at this time. They have been working on this over the past ten years and are planning on starting the project in a year or so. The 25 million borrowing is closer to 26 million with the reduced state aid that we may get. This amount was placed into the model at a later time because it is a larger dollar amount that we are borrowing. We have a significant drop in our debt in 2024 so we can ease in a larger number of 25 or 26 million beginning with the impact of the Fiscal Year of 2021. We would borrow the money in the fall of 20. We can borrow that from ourselves for that summer. We are looking for actual outlay starting in 2020. This is for the ECS project. If we borrow the money now it would put a burden on our taxes; we don't have the capacity to borrow that much money now mill rate wise. It would increase the 8-10% ratio and would impact our mill rate. We have a number of debt issues that drop off in 2024 so that would be the ideal time to borrow. But because the state statues allow us to only make interest payments for the first two years for this type of a borrowing we could ease into the 2024 drop off.

M. Camilleri; if the project time line is moved up would it have a bigger impact? If we were to do it two years earlier would there be a noticeable increase.

M. Sylvester-We could probably wait 1 to 1 ½ years to look at a renovation for CMS. For a 12 million dollar borrowing; it is estimated at a 20 million dollar project with 40% state aid. If they can apply for the grant 2 years prior to being shovel ready we may be able to lock in a better reimbursement rate.

J. Giuliano advised once the grant application is submitted you lock in enrollment for reimbursement but it will be a year before you would get your commitment letter; it usually comes the July the year after you apply and then you would have two years from that date.. Many districts don't intend to use the two years for construction but then have to apply for an extension. Presently, the state only allows for one extension.

D. Kelly asked if the escalation cost has been included if this project goes 4 years out. J. Giuliano replied that the cost would be higher.

M. Camilleri inquired as the number that is being used. M. Sylvester replied \$41.6 million.

M. Camilleri stated that if the project starts over the next four years there will be certain repairs to the schools necessary. He requested that the Facilities Manager S. Rose comment.

S. Rose stated that DRA proposed a few scenarios if we wait a few years they estimate that we may spend up to 800,000 to 1,000,000 per year for the next twenty years. If you roll that back it would be 2.2 million; he feels that is exaggerated. He feels that the buildings are not in bad shape and sees no catastrophic failures for the next five or ten years. His budget is \$750,000 a year and includes maintenance, repairs and utilities. If we have to put \$100,000 a year into each school to take care of emergencies he thinks that we would be safe.

E. Faienza stated that we just put \$200,000 into ECS for windows; we have already made a substantial investment into ECS. This was part of the dialogue when the Council was discussing this request. They were told that the potential for ECS was four or so years out. We didn't expect the building to be torn down in two years.

In response to Mr. Rose's statement Dr. Talty responded that even though long term we can maintain the buildings, ECS doesn't meet the educational needs of the program and the classrooms are very hot. This will need to be addressed. M. Camilleri said that as a Board of Education member this is the number one complaint that he hears.

M. Camilleri; The time-line that Finance Director Sylvester is proposing is the time-line that works to provide these school construction projects with very minimal

obvious impact to the taxpayer from year to year. They don't believe that ECS is the best facility for our current educational needs. If the community felt strongly and wants to move the timeline up sooner that would be doable but it would result in a higher tax rate to do so.

Town Manager Salvatore asked M. Sylvester to give the proposed mill rates.

M. Sylvester; The impact of adding a new facility for ECS is not significant in the first year the increase of the mill rate based on a lot of assumptions going into these financial projections is, .18 in mills for the first year the following two years is an additional .7 increase in the mill rate then it goes to an additional 1.36 increase in the mill rate.

J. Matrullo - Asked if the town projects get delayed can the school projects be moved up?

Mayor Faienza replied that the Public Works Facility is a priority and they are ready to move forward. The Library project grant is in place and they are looking to move forward with this project as well.

J. Ritter - Feels that the Schools have been bad for years and they have to do this for our kids. The longer we wait the worse it is.

Mayor Faienza agrees with Finance Director Sylvester's timeline of four years. In the long range planning meetings the timeline discussed with Dr Talty and the committee was five to eight years. This timeline will allow us to do all the projects that are in the pipeline and keep taxes affordable. ECS has reached its limit and there is no question that we need to look at this and be serious. He feels a four year window is the way to go.

Dick Newton - Understands the need for good education and facilities. When the windows were discussed the timeframe of five years would bring a good payback. The number one issue that the Town Council hears is about the condition of the roads, infrastructure, facilities and plowing snow. We have to listen to all taxpayers concerns. He agrees that ECS needs to be replaced and agrees with Facility Manager Rose that ECS has another five years of life left with a little spending of \$100,000 per year. We have to understand each other's concerns. He can't see substituting other projects to move the education concerns up a couple of years. He thinks that we can get by until 2021. He thinks that this timeline will work; a lot people in Cromwell can afford additional taxes some cannot and those are the people that would be hurt the most. The Finance Director has done a tremendous job laying this out and we should follow her recommendation.

A. Drew - concerned about the numbers the state reimbursement but feels that the school projects are necessary.

S. Slade - Voted for the windows with the understanding that they wouldn't be looking into replacing the schools for five years. Ms. Slade agrees with Mr. Newton's statements.

E. Weners - Five years is a long time; guarantees that it will take up to eight years due to construction delays. With global warming he feels that some type of air-conditioning should be installed.

R. Newton - Construction on a site that is being used is tough an inconvenient but doable. It is the best solution because there is no land available in Cromwell.

E. Faienza - We are on a four year schedule now:

Apply for the grant June 30, 2018

Approve us in 2019

We have two years (2020) to put a shovel in the ground. During that time we could start the Architectural Design. Once you sign a contract with the construction manager it is the effective date that construction started.

M. Camilleri - When would the CMS renovation be able to start with this timeline. M. Sylvester in the fall of 2022. Agrees with timeline; he thinks that the air conditioning needs have to be explored. The two schools need to be looked at together and would like a follow up meeting for CMS. Thanked Marianne for her work and the information that she provided.

J. Henahan - Stated that the question that gets asked of the Board of Finance is why is the mill rate so high. He would love to have new schools but we need to look at the town's finances. Marianne's timeline looks good to him. He is on board with looking into the air-conditioning.

D. Kelly- Thanked Marianne and the Capital Planning Team. Investment in the town is the only way to go. He suggests going back in time and learn from past projects.

A. Spotts - Can't believe that they are not talking about CMS; concerned about the mess that the State is in and the fact that people don't have disposable income. We have to look at the fiscal impact for all of our taxpayers. Feels that the 4 year timeline is most optimistic.

J. Ritter - Would like to keep the momentum going.

J. Matrullo - asked what the process will be. Mayor Faenza advised that according to the Charter we will need a Town Meeting for the appropriation because once 1% of the total budget is spent it will need to go to Town Meeting for approval.

For that process M. Camilleri would like to have another joint meeting for CMS.

The grant application will have a check list of 10-12 items that need to be done. The fiscal aspect will have to be approved by the town council. There will be five resolutions. M. Camilleri suggested that before the next joint meeting CSG should work with Dr. Talty and Finance Director Sylvester on a timeline. Town Manager Salvatore asked that any initial cost that the town will have to come up with should be included.

J. Matrullo - He feels that the Board of Education has a good working relationship with the Town Council and Board of Finance. He also stated that delaying the school project will increase budget requests for school maintenance.

J. Corlis - Feels that the town is growing every year so the Grand List may grow more than 1% a year.

J. Neto - Encouraged that as much detail be included in the timeline and asked Marianne to put in as much information on the impact on the mill rate.

P. Talty - Understands that many projects are needed in the town. Thanked everyone for listening and said that they would look into air-conditioning options.

M. Camilleri - Stated that everyone is on board and that these projects need to be done.

Mayor Faienza - For the next joint meeting they will discuss CMS and have a detailed project time line, and the information that Town Manager Salvatore requested regarding any costs that the town will have to come up with, if the grant is applied for in June of 2018. In the meantime they should start looking at some possibilities for chillers or air conditioning for ECS and CMS.

C. ADJOURNMENT

Motion made by R. Newton seconded by J. Henehan and *unanimously carried* to adjourn the Special Joint Meeting at 9:00 p.m.

Respectfully submitted,



Re Matus
Secretary
Town Council

Space Standards Worksheet

1,200 sf Pre-K & K

SF Area	\$/SF	Total cost		
78,287	525	\$ 41,100,413		
Reimburse reduction	Reimburse Rate	Eff. Reimb. Rate		
80.77%	43.47%	35.11%		
Eff. Reimb. Rate		Total cost	Reimbursed by State	Cromwell Share
35.11%		\$ 41,100,413	\$ 14,430,650	\$ 26,669,762

Per States Space Standards

SF Area	\$/SF	Total cost		
63,240	525	\$ 33,201,000		
Reimburse reduction	Reimburse Rate	Eff. Reimb. Rate		
100%	43.47%	43.47%		
Eff. Reimb. Rate		Total cost	Reimbursed by State	Cromwell Share
43.47%		\$ 33,201,000	\$ 14,432,475	\$ 18,768,525

1,000 sf Pre-K & K

SF Area	\$/SF	Total cost		
73,022	525	\$ 38,336,288		
Reimburse reduction	Reimburse Rate	Eff. Reimb. Rate		
87%	43.47%	37.65%		
Eff. Reimb. Rate		Total cost	Reimbursed by State	Cromwell Share
37.65%		\$ 38,336,288	\$ 14,432,376	\$ 23,903,912

900 sf Pre-K & K & 2,000 sf Media

SF Area	\$/SF	Total cost		
68,769	525	\$ 36,103,725		
Reimburse reduction	Reimburse Rate	Eff. Reimb. Rate		
92%	43.47%	39.98%		
Eff. Reimb. Rate		Total cost	Reimbursed by State	Cromwell Share
39.98%		\$ 36,103,725	\$ 14,432,475	\$ 21,671,250

850 sf Pre-K & K & 2,000 sf Media & 4,800 sf Gym

SF Area	\$/SF	Total cost		
65,833	525	\$ 34,562,194		
Reimburse reduction	Reimburse Rate	Eff. Reimb. Rate		
96%	43.47%	41.76%		
Eff. Reimb. Rate		Total cost	Reimbursed by State	Cromwell Share
41.76%		\$ 34,562,194	\$ 14,432,475	\$ 20,129,719

Space	No.	1,200sf	Total	1,000 sf	Total	900 sf	Total	850sf	Total
Early Childhood	5	1200	6000	1000	5000	900	4500	850	4250
Kindergarten	7	1200	8400	1000	7000	900	6300	850	5950
General Classrooms	15	900	13500	800	12000	750	11250	725	10875
Small Group	2	160	320	160	320	160	320	160	320
Art	1	1000	1000	1000	1000	1000	1000	1000	1000
Art Storage	1	300	300	300	300	300	300	300	300
Kiln Room	1	100	100	100	100	100	100	100	100
Music	1	1000	1000	1000	1000	1000	1000	1000	1000
Cafetorium	1	2250	2250	2250	2250	2250	2250	2250	2250
Cafetorium Platform	1	800	800	800	800	800	800	800	800
Serving	1	200	200	200	200	200	200	200	200
Kitchen	1	1500	1500	1500	1500	1500	1500	1500	1500
Gym	1	6000	6000	6000	6000	6000	6000	4800	4800
Gym Office & Storag	1	300	300	300	300	300	300	300	300
Library (IMC)	1	3200	3200	3200	3200	2000	2000	2000	2000
Library Office	1	150	150	150	150	150	150	150	150
Library Workroom	1	200	200	200	200	200	200	200	200
Head End	1	150	150	150	150	150	150	150	150
Math Lab	1	900	900	900	900	900	900	900	900
Computer Lab	1	1000	1000	1000	1000	1000	1000	1000	1000
Comp.Support Off.	1	200	200	200	200	200	200	200	200
Sp. Ed. Clrms	2	900	1800	900	1800	900	1800	900	1800
Resource Room	2	450	900	450	900	450	900	450	900
SPED Office	2	150	300	150	300	150	300	150	300
SPED Storage	1	200	200	200	200	200	200	200	200
Speech	2	150	300	150	300	150	300	150	300
OT/PT	1	500	500	500	500	500	500	500	500
Testing	1	100	100	100	100	100	100	100	100
Behavioral Consultan	1	120	120	120	120	120	120	120	120
Psychologist	2	130	260	130	260	130	260	130	260
Social Worker	1	120	120	120	120	120	120	120	120
Title 1	1	130	130	130	130	130	130	130	130
Reading	1	150	150	150	150	150	150	150	150
Literacy Closet	1	300	300	300	300	300	300	300	300
Waiting	1	60	60	60	60	60	60	60	60
Treatment room	1	300	300	300	300	300	300	300	300
Exam Rm	1	80	80	80	80	80	80	80	80
HC Toilet	1	60	60	60	60	60	60	60	60
Nurses Office	1	80	80	80	80	80	80	80	80
Storage	1	60	60	60	60	60	60	60	60
Conference	1	250	250	250	250	250	250	250	250
Fam. Resour. Cntr.	1	900	900	900	900	900	900	900	900
Main Office	0	0	0	0	0	0	0	0	0
Waiting	1	100	100	100	100	100	100	100	100
Secretaries	1	400	400	400	400	400	400	400	400
Principal	1	250	250	250	250	250	250	250	250
Asst. Prin.	1	160	160	160	160	160	160	160	160
Conference	1	200	200	200	200	200	200	200	200
Workroom	1	150	150	150	150	150	150	150	150
Records	1	80	80	80	80	80	80	80	80
Toilet	1	60	60	60	60	60	60	60	60
Early Child. Office	1	150	150	150	150	150	150	150	150
Teachers Workroom	1	300	300	300	300	300	300	300	300
Teachers Lounge	1	400	400	400	400	400	400	400	400
Supplies/Book Stor.	1	200	200	200	200	200	200	200	200
General Stor.	1	400	400	400	400	400	400	400	400
Outdoor Stor.	1	300	300	300	300	300	300	300	300
Cust. Office&Stor.	1	400	400	400	400	400	400	400	400
Net SF Area	58		57,990		54,090		50,940		48,765
Gross-up @35%			20,297	35%	18,932	35%	17,829	35%	17,068
Gross SF Area			78,287		73,022		68,769		65,833