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JoAnn Doyle  
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**TOWN OF CROMWELL  
TOWN COUNCIL REGULAR MEETING  
WEDNESDAY SEPTEMBER 9, 2020  
7:00 P.M. TOWN HALL COUNCIL CHAMBERS**

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)

**MINUTES**

**Present:** Mayor E. Faienza, Deputy Mayor J. Donohue, S. Fortenbach (arrived at 8:26 p.m.), J. Henehan, P. Ahlquist, A. Waters, J. Demetriades

**Absent:**

**Also Present:** Town Manager A. Salvatore, Director of Finance M. Sylvester, Chief of Police D. Lamontagne, Director Public Works L. Spina, Asst. Public Works/Town Engineer J. Harriman

**A. CALL TO ORDER**

Mayor Faienza called the meeting to order at 7:33 p.m.

**B. PLEDGE OF ALLEGIANCE**

J. Demetriades led the Pledge of Allegiance.

**C. APPROVAL OF AGENDA**

Add: G5a. To approve the appropriation of \$10,824 within the CNR Fund.

Motion made by J. Henehan seconded by J. Donohue and *unanimously carried* to approve amending the agenda.

Motion made by A. Waters seconded by J. Demetriades and *unanimously carried* to approve the agenda as amended.

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

1. PW/WPCA Facility Progress Report (submitted in writing and attached to agenda packet).
2. Update Diversity and Inclusion Committee-Included in Mayor's Report.
3. Board of Education J. Matrullo presented an update on recent BOE activities.

**E. MAYOR'S UPDATE**

Mayor Faienza reported:

- Stuart Popper is working to start Business Visitations for September.
- COVID numbers are falling; some activities and sports programs are still canceled.

- Youth Services Coordinator K. Puorro is working on another workshop for the Diversity and Inclusion Committee's parties that are interested. A committee has not yet been appointed.
- A 911 Ceremony is being held on September 11<sup>th</sup> at 8:30 a.m. in Frisbee Park.

#### **F. TOWN MANAGER'S UPDATE**

Town Manager Salvatore reported:

- Kudos to staff for an outstanding job during the COVID crisis and the Tropical Storm that came through.
- The Highway Crew did an outstanding job cleaning up the town after the storm. There was an extraordinary amount of brush picked up around town.
- John Egan has been appointed to the position of Building Official and Dave Jolley the Asst. Building Official until the position can be filled.
- Congratulations to Finance Director M. Sylvester and her staff for once again this year receiving the GFOA Certificate of Achievement in Financial Reporting.
- A STEAP Grant was applied for Electric Charging Stations in the Community Field Parking area.

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

##### **1. Budget Reports (Written report in agenda packet)**

- No cause for budgetary concerns at this time.

##### **2. Tax Refunds**

**Motion made by A. Waters seconded by J. Henahan and *unanimously carried* to approve Tax Refunds 1-21.**

##### **3. Discussion and action to transfer \$388,500 from the General Fund fund balance to the CNR Fund to support the 2020-21 CNR requests approved by the Board of Finance on August 27, 2020.**

**Motion made by A. Waters seconded by J. Donohue and *unanimously carried* to approve to transfer of \$388,500 from the General Fund fund balance to the CNR Fund to support the 2020-21 CNR requests approved by the Board of Finance on August 27, 2020.**

##### **4. Discussion and action to approve the Homeland Security Grant Program.**

**Motion made by A. Waters seconded by J. Henahan and *unanimously carried* to approve the Homeland Security Grant Program.**

##### **5. Discussion and action to grant permission to apply for and receive the 2020/21 Distracted Driving High Visibility Enforcement Grant.**

- a. Approve the appropriation of \$10,824 within the CNR Fund

**Motion made by A. Waters seconded by J. Henahan and *unanimously carried* to approve applying for and receiving the 2020/21 Distracted Driving High Visibility Enforcement Grant.**

**Motion made by J. Demetriades seconded by A. Waters and *unanimously carried* to approve the appropriation of \$10,824 within the CNR Fund.**

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

*Detailed written report in the agenda packet.*

Chief Lamontagne also reported:

- The three recruits are doing very well.
- For the first partial week of school, extra Officers were assigned to the Schools during drop-off and pick-up times. The School Resource Officers also helped out during this time. They are now back on regular hours.
- She spoke with Dr. Macri and the Department will be providing extra services during the first full week of School.
- Detective Tolton did a presentation for the Day Care facilities; it was very well received.
- In regard to Mr. Schmaltz's comments; Chief Lamontagne responded that she isn't going to make any excuses or apologies for not having him go any further in the process as he is no longer Police certified. He could go for certification but it would be a lengthy process.

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

Public Director Spina reported:

- Presented an update on the Highway/CWPCA Facility  
*S. Fortenbach arrived at 8:26 p.m.*
- Curb-side pickup is now complete; gave Kudos to the Highway Department for doing an outstanding job.
- Coles Road Project should be completed before Fall.
- North Road Culvert project should be completed by Thanksgiving.
- Paving Management Fall Projects; Amy Lane, 2/3 of Shadow (the remainder will be done when the culvert is complete), West Street Heights, Hammerhead and a portion of Coles Road.

#### **J. CITIZEN COMMENTS (Moved to before Mayor's Comments)**

1. J. Schmaltz, Northridge -Spoke regarding the Town's hiring protocol.

#### **K. NEW BUSINESS**

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

P. Ireland presented the request.

*Motion made by P. Ahlquist seconded by J. Henehan and carried to table.*

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

*Abstained: J. Demetriades (new member of COA)*

*Motion to table carried.*

2. Discussion and possible action to waive the bid process and hire The Human Resource Consortium, LLC to complete an update and compliance audit of town job descriptions.

Motion made by P. Ahlquist seconded by S. Fortenbach and *unanimously carried* to approve to waive the bid process and hire The Human Resource Consortium, LLC to complete an update and compliance audit of town job descriptions.

3. Discussion and possible action to grant permission to accept the lowest qualified bid for the Cromwell Landing project.

Motion made by P. Ahlquist seconded by J. Donohue and *unanimously carried* to approve accepting the lowest qualified bid for the Cromwell Landing Project based on Professional and Staff review.

#### **L. APPROVAL OF MINUTES**

1. Regular Meeting, August 12, 2020

Motion made by J. Donohue seconded by S. Fortenbach and *unanimously carried* to approve the minutes of August 12, 2020.

2. Special Meeting, August 19, 2020

Motion made by J. Donohue seconded by J. Henahan and *carried* to approve the minutes of August 19, 2020.

Aye: A. Waters, S. Fortenbach, E. Faienza, J. Donohue, J. Henahan, P. Ahlquist  
Abstained: J. Demetriades (was not present for this meeting)

#### **M. INFORMATIONAL ITEMS**

J. Demetriades - Cromwell Creative District - Scarecrow Contest September 13-October 31<sup>st</sup>.

An Audio Tour is in the planning stage, The Cromwell Creative District, Historical Society and Cromwell Human Services (obtained Grant for listening devices that can be used on the tour) are involved.

S. Fortenbach - Board of Education update.

#### **N. ADJOURN**

Motion made by J. Donohue seconded by S. Fortenbach and *unanimously carried* to adjourn the meeting at 9:20 p.m.

Respectfully submitted

Re-matus

Re Matus  
Secretary