

**TOWN OF CROMWELL  
TOWN COUNCIL  
TOWN HALL COUNCIL CHAMBERS  
41 WEST STREET, CROMWELL, CT 06416  
January 12, 2022 Regular Meeting Minutes**

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**Present:** Mayor A. Spotts, J. Donohue, J. Demetriades, S. Fortenbach, J. Henahan, P. Luna, A. Waters

**Also Present:** Town Manager A. Salvatore, Chief of Police D. Lamontagne, Captain Sifodaskalakis, Finance Director M. Sylvester

**A. CALL TO ORDER**

Mayor Spotts called the meeting to order at 7:07 p.m.

**B. PUBLIC HEARING**

1. To hear public comment regarding the adoption of new proposed ordinance: Ordinance Prohibiting Use of Cannabis on Public Property.

Mayor Spotts asked if there was anyone from the public who would like to speak.

Cromwell Police Chief LaMontagne addressed the Council and suggested to strike the word "carrying" in Section 4 for clarity.

Christopher Cambareri, 10 Sachem Drive, asked if Town Property that is leased by another entity would be covered by this ordinance. Town Manager Salvatore said he did not believe it would be covered by the ordinance but he would get clarification from the Town Attorney.

Public Comment was closed at 7:25 p.m.

**C. PLEDGE OF ALLEGIANCE**

The Town Council stood to recite the Pledge of Allegiance.

**D. APPROVAL OF AGENDA**

**MOTION** made by S. Fortenbach and **SECONDED** by J. Henahan to approve the agenda as presented.

**In favor:** A. Spotts, J. Donohue, J. Demetriades, S. Fortenbach, J. Henahan, P. Luna, A. Waters.

***Motion carried.***

**E. COMMISSION CHAIRMAN REPORTS/LIAISON REPORTS/STAFF REPORTS**

- Matt Brown Co-Chairman of LGBTQ was present and read the report attached hereto.

- Board of Education Chairman Celina Kelleher was present and reported that it has been difficult with many staff members, teachers and students being out sick.
- They are currently in a budget freeze earlier than usual because of unexpected Special Education Expenses.
- The Director of Facilities gave an update regarding the kitchen renovation. They were quoted at \$260,000 but received bids that are \$60,000 higher than expected. They have a few options available and they are exploring them. The school has not had culinary arts in 2 years.
- They have a new Black and Latino Studies Course at the Honors level.
- On January 25<sup>th</sup> they will be taking their first look at the budget.
- She thanked the Town Council for putting the Building Committee together.

**F. MAYOR'S UPDATE**

The Mayor reported the following:

- December 9<sup>th</sup> Cromwell Chamber Breakfast was at Barb's Pizza.
- December 11<sup>th</sup> – The Championship football game in Trumbull was well attended. The score was 21 to 6. Their coach was named Coach of the Year.
- December 13<sup>th</sup> – Met with a High Ridge resident regarding sidewalks between Old Colony Road and Washington Road.
- December 14<sup>th</sup> – Chamber breakfast with the governor, he and Ryan Curley were both introduced as newly elected officials.
- December 16<sup>th</sup> – He, Councilman Henehan, State Representative Carpino, and Jay Polke did bell ringing at Walmart.
- December 20<sup>th</sup> – He attended a retirement reception for Mike Muller, many people attended.
- January 3<sup>rd</sup> – Attended Meet & Greet for Public Works Director Bill Russo.
- His office hours are the first Tuesday of the month from 2 p.m. to 4 p.m. and the first Thursday of the month from 5 p.m. to 7 p.m.
- January 5<sup>th</sup> - State Representative Carpino, Councilwoman Luna, Town Manager and several staff members handed out COVID-19 test kits. The event was incredible and well organized. Officer Cambareri was the traffic monitor.
- He, Enzo, and Town Manager Salvatore attended a celebration of Life for Dick Bishop. It was well attended and he presented a proclamation from the Town of Cromwell to Mr. Bishop's wife.

**G. TOWN MANAGER'S COMMENTS**

The Town Manager reported the following:

- As far as the uptick in COVID, we have taken precautionary measures including indoor mask mandates for all town owned, public property for all employees and guests.
- On January 5, 2022, the Town held a COVID-19 test kit distribution event. He thanked everyone who participated, it was a team effort, went smoothly and all residents were grateful. We gave away 800 kits and masks in an hour and a half. We did not allow residents to line up until 1:20 p.m. which worked well from

a traffic standpoint. He complemented Health Inspector Sal Nesci on an outstanding job.

- We are looking at holding another distribution in the future at a different location.
- The Cromwell Little League is looking to install lights at Henderson Field at their expense. This project will string out over a 5-7-year period. He added that he is hesitant because if Little League walked away from the project before completion this could become an issue for the Town. He plans to have an update for the Town Council at the next meeting.
- On January 3<sup>rd</sup>, Public Works Director Russo began his employment with the Town. It has been a pleasure to work with him. He now has one major storm under his belt. The Highway Division did an outstanding job with road clearing and complements have been coming in.

#### H. **EXECUTIVE SESSION**

**MOTION** made by J. Henahan and **SECONDED** by J. Donohue to enter into Executive Session to include Finance Director Marianne Sylvester and the Town Manager Salvatore.

**In favor:** A. Spotts, J. Donohue, J. Demetriades, S. Fortenbach, J. Henahan, P. Luna, A. Waters.

***Motion carried.***

The Town Council went into Executive Session at 7:50 p.m.

**MOTION** made by J. Henahan and **SECONDED** by S. Fortenbach to come out of Executive Session.

**In favor:** A. Spotts, J. Donohue, J. Demetriades, S. Fortenbach, J. Henahan, P. Luna, A. Waters.

***Motion carried.***

The Town Council came out of Executive Session at 7:58 p.m.

**MOTION** made by J. Henahan and **SECONDED** by S. Fortenbach to approve settlement of the Workers Compensation Claim as recommended by CIRMA.

**In favor:** A. Spotts, J. Donohue, J. Demetriades, S. Fortenbach, J. Henahan, P. Luna, A. Waters.

***Motion carried.***

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

##### 1. Budget Report

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

##### 2. Tax Refunds

**MOTION** made by A. Waters and **SECONDED** by J. Henahan to approve Tax Refunds 1-4.

**In favor:** A. Spotts, J. Donohue, J. Demetriades, S. Fortenbach, J. Henehan, P. Luna, A. Waters.

***Motion carried.***

3. Set dates and times for 2022-2023 budget workshops (March).

The dates decided upon were February 28<sup>th</sup>, with the Public Hearing at 4:15 p.m., and the budget workshop at 4:30 p.m. and March 1<sup>st</sup> at 4:30 p.m. for a budget workshop.

4. Authorize Mayor to set date and time for public hearing on the Capital Improvement Program (March).

**MOTION** made by S. Fortenbach and **SECONDED** J. Demetriades to set the date and time to February 28, 2022 at 4:15 p.m. for the Public Hearing on the Capital Improvement Program.

**In favor:** A. Spotts, J. Donohue, J. Demetriades, S. Fortenbach, J. Henehan, P. Luna, A. Waters.

***Motion carried.***

5. Authorize Mayor to set date and time for Special Town Meeting to approve Sewer Usage budget and Sewer Assessment Budget (March).

**MOTION** made by J. Donohue and **SECONDED** S. Fortenbach to set the date and time to March 9, 2022 at 6:45 p.m. for the Special Town Meeting to approve the Sewer Usage Budget and Sewer Assessment Budget.

**In favor:** A. Spotts, J. Donohue, J. Demetriades, S. Fortenbach, J. Henehan, P. Luna, A. Waters.

***Motion carried.***

6. Discussion and possible action to approve request for the 2022 JAG Grant. Grants are 100% reimbursable.
- Approve appropriation of \$25,000 from the Capital/Non-Recurring (CNR) Fund.

**MOTION** made by J. Donohue and **SECONDED** J. Henehan to approve the request for the 2022 JAG Grant and an appropriation of \$25,000 from the Capital/Non-Recurring (CNR) Fund.

**In favor:** A. Spotts, J. Donohue, J. Demetriades, S. Fortenbach, J. Henehan, P. Luna, A. Waters.

***Motion carried.***

7. Discussion and possible action to approve request for the 2022 DUI Law Enforcement Grant. Grants are 100% reimbursable.
- Approve appropriation of \$14,328 from the Capital/Non-Recurring (CNR) Fund.

**MOTION** made by S. Fortenbach and **SECONDED** J. Henahan to approve the request for the 2022 DUI Law Enforcement Grant and an appropriation of \$14,328 from the Capital/Non-Recurring (CNR) Fund.

**In favor:** A. Spotts, J. Donohue, J. Demetriades, S. Fortenbach, J. Henahan, P. Luna, A. Waters.

***Motion carried.***

**J. CHIEF OF POLICE'S UPDATE**

Police Chief LaMontagne submitted a written report and presented it to the Town Council.

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

Public Works Director Russo thanked the Town Council for giving him the opportunity to work here and reported on the following:

- He has been through several meetings since his first day
- He put together several teams to complete and plan projects like the Little League Lighting Project at Henderson Field
- He met with the superintendent and plans to meet with the athletic directors to see what their needs are.
- Before the snow storm he met with the Public Works Department and asked them what has worked and what has not been working.
- He had a tour of the parks and projects. Several CNR requests have been brought to his attention. Sharon Muller and Jon Harriman have been great.
- Jon Harriman informed him of issues and projects that have been coming across his desk.
- He will have a plan with some direction of the Spring soon.
- The Public Works crew are prepping, doing sight lines, cul-de-sacs, and parks have been maintaining equipment for Spring.

**L. CITIZEN COMMENTS**

No citizen comments.

**M. NEW BUSINESS**

1. Discussion and possible action to adopt new proposed ordinance: Ordinance Prohibiting Use of Cannabis on Public Property.

A brief discussion took place.

**MOTION** made by J. Donohue and **SECONDED** J. Henahan to adopt new proposed ordinance: Ordinance Prohibiting Use of Cannabis on Public Property with changes under Section 3, second to last sentence removing "or carrying" and asking the Town Manager to get clarification on definition of municipally owned or controlled property.

**In favor:** A. Spotts, J. Donohue, J. Demetriades, S. Fortenbach, J. Henahan, P. Luna, A. Waters.

***Motion carried.***

2. The acceptance of Open Space Parcels A (8.22 acres +/-) and C (2.95 acres +/-) within Shady Lane Farm Resubdivision at 62 Evergreen Road. Shady Lane Farm LLC is the Applicant and the Owner.

**MOTION** made by S. Fortenbach and **SECONDED** A. Waters to accept Open Space Parcels A (8.22 acres +/-) and C (2.95 acres +/-) within Shady lane Farm Resubdivision at 62 Evergreen Road. Shady Lane Farm LLC is the Applicant and Owner.

**In favor:** A. Spotts, J. Donohue, J. Demetriades, S. Fortenbach, J. Henahan, P. Luna, A. Waters.

***Motion carried.***

3. The naming and acceptance of Shady Lane as a town road. Shady Lane Farm LLC is the Applicant and the Owner.

**MOTION** made S. Fortenbach and **SECONDED** A. Waters to approve the name Shady Lane.

**In favor:** A. Spotts, J. Donohue, J. Demetriades, S. Fortenbach, J. Henahan, P. Luna, A. Waters.

***Motion carried.***

**MOTION** made by S. Fortenbach and **SECONDED** by J. Henahan to accept Shady Lane as a town road with the following conditions: 1. Submission of Certificate of Title for the road and open space parcels, 2. filing of deeds and maps associated with the road and the open space parcels on the land records, and 3. Stop bar installation to be completed when weather permits.

**In favor:** A. Spotts, J. Donohue, J. Demetriades, S. Fortenbach, J. Henahan, P. Luna, A. Waters.

***Motion carried.***

4. The acceptance of 575 square feet of land adjacent to the town right of way at 110 Court Street for future sidewalks and road widening. Kane Street Associates LLC is the Owner.

**MOTION** made by J. Donohue and **SECONDED** by P. Luna to accept 575 square feet of land adjacent to the town right of way at 110 Court Street for future sidewalks and road widening. Kane Street Associates LLC is the Owner.

**In favor:** A. Spotts, J. Donohue, J. Demetriades, S. Fortenbach, J. Henahan, P. Luna, A. Waters.

***Motion carried.***

**N. APPROVAL OF MINUTES**

1. December 8, 2021 Regular Meeting Minutes

**MOTION** made by J. Donohue and **SECONDED** J. Demetriades to approve the Regular Meeting Minutes of December 8, 2021 with a correction changing Allen Place to Allen Road.

**In favor:** A. Spotts, J. Donohue, J. Demetriades, S. Fortenbach, J. Henahan, P. Luna, A. Waters.

***Motion carried.***

**O. RESIGNATIONS**

None.

**P. APPOINTMENTS**

1. **Inland Wetlands and Watercourses**

- a. Stacy Dabrowski (R), from alternate member to regular member for a term expiring 1/12/2026

**MOTION** made by S. Fortenbach and **SECONDED** J. Henahan to appoint Stacy Dabrowski (R) to the Inland Wetlands and Watercourses Agency from an alternate member to a regular member for a term expiring 1/12/2026.

**In favor:** A. Spotts, J. Donohue, J. Demetriades, S. Fortenbach, J. Henahan, P. Luna, A. Waters.

***Motion carried.***

2. **Library Commission**

- a. Megan Blanchette (R), regular member for a term expiring 1/12/2026

**MOTION** made by S. Fortenbach and **SECONDED** A. Waters to appoint Megan Blanchette (R), to the Library Commission as a regular member for a term expiring 1/12/2026.

**In favor:** A. Spotts, J. Donohue, J. Demetriades, S. Fortenbach, J. Henehan, P. Luna, A. Waters.

***Motion carried.***

### **3. Building Committee**

A brief discussion was held regarding the criteria for the Building Committee members and suggestions for appointments and terms. There will be discussion and decision about the alternates in the near future.

**MOTION** made by A. Waters and **SECONDED** by J. Donohue to appoint Ken Jackson, John Post, Matt Blanchette, Blaise Messenger, Rosanna Glynn, and Ken Cleveland to the Building Committee as regular members and to have the appointments of the two alternates at the next Town Council meeting and for the Building Committee to appoint an acting Chairperson and recommend the Chairperson to the Town Council for final approval.

**In favor:** A. Spotts, J. Donohue, J. Demetriades, S. Fortenbach, J. Henehan, P. Luna, A. Waters.

***Motion carried.***

#### **Q. INFORMATIONAL ITEMS**

None.

#### **R. ADJOURNMENT**

**MOTION** made by J. Donohue and **SECONDED** by S. Fortenbach to adjourn. The meeting adjourned at 9:08 p.m.

**In favor:** A. Spotts, J. Donohue, J. Demetriades, S. Fortenbach, J. Henehan, P. Luna, A. Waters.

***Motion carried.***

Respectfully submitted,



Amanda Calve  
Secretary



**LGBTQ+ Committee Report**  
Town Council Meeting-1/12/22

Thank you for your time. I'm Matt Brown, one of the co-chairs of the LGBTQ+ Committee.

Towards the end of 2021, the LGBTQ+ Committee voted on new chairs in a temporary capacity. Lana Dupont and I were voted as co-chairs of the committee. The committee all thanked all the hard work and dedication of our prior chairwoman, Jacey Long, for providing a foundation for our work this year and beyond.

In the last couple months, the LGBTQ+ Committee has launched a new Facebook page, called Cromwell lgbtq+ Committee. The page is being used to promote events/activities by our committee, other LGBTQ+ focused organizations in the area, and providing information about education and advocacy. I encourage everyone here to like and follow the page.

We also approved our committee's mission statement, which is:  
Our Mission is to bring awareness, acceptance, support, and visibility to the LBGTQIA+ residents of Cromwell in our community. To that end, we commit to:

- Create safe spaces in our schools and across our community
- Provide community events focused on LBGTQIA+ education and engagement
- Be an active part of the Cromwell community including partnering with the Diversity, Equity, and Inclusion Committee and supporting other community-sponsored events
- Advocate for LBGTQIA+ policies at the local- and state-level

Our committee has been working on and finalizing our plans for events, activities, and programs for the year. We are actively working on partnerships with other organizations, like with the Cromwell Community Theater to put on the Laramie Project play later this year (more information to come) as well as Youth Services with their upcoming virtual webinar, LGBTQ+ Youth 101: What Adults Should Know to Play a Supportive Role event. We are also finalizing our plans for Pride Month in June 2022, which will include possibly partnering with the D,E,&I Committee. Finally, as a committee, we know education is so important, so we are sourcing training opportunities for this group, the Town Council, as well as community and schools. We will be providing updates in the coming months to this group and Cromwell as a whole.

Lastly, I want to thank the Town Council for their continued support of the LGBTQ+ community and our committee. We would not be successful without your continued support. Thank you again for your time!