

**TOWN OF CROMWELL - TOWN COUNCIL
TOWN HALL COUNCIL CHAMBERS
41 WEST STREET, CROMWELL, CT 06416
REGULAR MEETING MINUTES**

Wednesday, June 8, 2022
7:00 p.m.

Present: Mayor Spotts, Deputy Mayor Fortenbach, J. Demetriades, J. Donohue, P. Luna, J. Henehan, A. Spotts, A. Waters

Also Present: Town Manager Salvatore, Chief Lamontagne, Captain Sifodaskalakis, Assistant Finance Director Sharon DeVoe, Acting Director of Public Works Jon Harriman, Tax Collector Douglas Sienna, and Lou Spina

A. CALL TO ORDER

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

B. PLEDGE OF ALLEGIANCE

The Council stood to recite the Pledge of Allegiance.

C. APPROVAL OF AGENDA

MOTION made by S. Fortenbach and **SECONDED** by P. Luna to approve the agenda.

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

Motion carried.

D. POLICE AWARDS

Chief Lamontagne and Captain Sifodaskalakis were in attendance to present Police Awards. Officer David Ellison was in attendance and was awarded the Medal of Meritorious Service, Sergeant John Carlson and Officer Brian Dean were in attendance and received Letters of Commendation. Not present but recognized with Letters of Commendation were Officer Steve Dorais, Officer Jeremy Perlini, and Dispatcher Christine Cyr.

E. COMMISSION CHAIRMAN REPORTS/LIAISON REPORT/STAFF REPORTS

Mayor Spotts read a letter into the record submitted by Finance Director Marianne Sylvester. See Attachment A.

F. MAYOR'S UPDATE

Mayor Spotts reported:

- 6/2 - He attended the Town Meeting regarding the Middle School. A Referendum will be held on 6/14 from 12 p.m. to 8 p.m.
- 6/2 – He attended the Ribbon Cutting for the Tennis Courts.
- 6/3 – He attended the Ribbon Cutting for the opening of the Town of Cromwell Farmers Market

G. TOWN MANAGER'S UPDATE

The Town Manager reported:

- ZEO Bruce Driska resolved of a number of blighted properties and recently corrected the blight issue at 222 Shunpike Road (which had years of blight issues).
- Attorney Anastasia at the State Department of Education requested his participation on a panel to assist with contract arbitration. They selected 10-15 members to represent the teachers.
- He has attended several trainings to keep up his CCMO certification.
- He thanked Town staff and Mr. and Mrs. Whitney for an outstanding job with the Farmers Market. He apologized to Councilman Waters for not getting out there to square out their parking lot and fill in the pot holes but assured him we would be out there soon to do it.
- COG is working to provide donations to the 501c3 and businesses.
- He asked the Town Council about the status of the Climate Study/Investigation/Survey. He said this has not gone anywhere and he asked how the Council would like the Town to proceed.

There was a brief discussion regarding the process of drafting the RFP for the Climate Study/Investigation/Survey, what will be included, and who would work on drafting it.

H. FINANCIAL/FINANCE DIRECTOR'S UPDATE

1. Budget Report

The Town Council reviewed the Budget Report included in their packet.

- 2. Discussion and Action to approve an interdepartmental transfer of \$4,000 to Revenue (Tax) Collection Department from Employee Benefits.**

MOTION made by A. Waters and **SECONDED** by J. Henahan to approve an interdepartmental transfer of \$4,000 to Revenue (Tax) Collection Department from Employee Benefits.

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

Motion carried.

3. Tax Refunds

MOTION made by A. Waters and **SECONDED** by S. Fortenbach to approve Tax Refunds 1-7.

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

Motion carried.

I. CHIEF OF POLICE'S UPDATE

Chief Lamontagne was in attendance to present her report. She added the following to her report:

- Recruits Visconti and Cyr will be graduating the last week of July and will be moving onto the Field Training Program
- They are currently hiring and hope to get back to 28 officers.
- Dispatcher Ayotte will be leaving employment with the Town next week. She will be missed.
- The Memorial Day Parade was a success. There is one incident under investigation and they hope to come to a resolution soon.
- The Travelers Championship is coming after Father's Day. They will be setting up and getting ready for the tournament in the coming weeks.

J. PUBLIC WORKS DIRECTOR'S UPDATE

Acting Public Works Director Jon Harriman reported:

- May 14th was the river clean up, 1.5 tons of garbage was cleaned up from along the river. He thanked everyone involved.
- Community Center Study - they are looking at areas in Watrous Park. There have been meetings with Town Staff. They are working on options for us to consider. By mid-late July we should have an idea of what it would look like and may cost.
- Tennis courts are generally complete with a couple remaining items. We received the wind screens that need to be put on the fencing. Three signs stating rules and regulations have been ordered, and the practice board is going to be put back up soon.
- The crews are back on their summer routine schedule for paving and patching. They have completed some curbing replacement at Town Hall.
- They will be paving the basketball court and will also be paving the walking trails at Frisbie Landing and Watrous Park.
- Public Works is looking for an assistant mechanic, a highway maintainer I, and a part-time building maintenance position.
- There was a trip hazard at the Concession Stand. Saw horses were put over it so that no one would trip. Little League was receiving assistance from

volunteers in the past. The plan for the Town is to hire a construction company to come out and remove and replace it with a concrete patio to match the existing patio layout. They will also put in concrete and asphalt dug out floors.

- The Sidewalk Fund will be used in its entirety for 611 and 613 Main Street.
- The design for West Street sidewalks is 75% complete. This could be an eligible project to use STEAP grant funds for. The CCGP grant may be available in the future if we are not able to get the STEAP grant.
- The survey for Evergreen Sidewalks is currently being conducted.
- We are looking into replacing the Town Hall's telephone system. We should have a new one installed in the near future.
- He applied for NRCS Funding in regards to flooding, habitat restoration, etc. They preliminary approved funding for the Shadow Brook Corridor.
- There is a S4SA grant opportunity to get the Town of Cromwell to zero pedestrian fatalities. The funding assists with creating or updating a comprehensive safety plan.
- The Town Hall Roof Replacement Project is complete with a 20-year warranty. We are currently looking at removing/replacing 4 translucent panels in the atrium.
- He expressed his support for the reappointment of Lou Spina as the Town's Public Works Director.

Town Manager Salvatore and Acting Public Works Director Harriman indicated that they were looking to start discussions with the user groups on the fields in Town and begin to draft an analysis. This way, the Town staff can read what the users feel is wrong with the fields, then the Public Works Director will review this information with the foreman and can ultimately determine if our crew can correct these issues or if we have to bring in outside businesses to assist.

K. CITIZEN COMMENTS

Dan Brisson, 10 Fennwood Drive said that he glad to see Mayor Spotts is feeling better. He thanked the Town for being proactive with the Osprey Nest situation at Pierson Park in the lights.

The Town is in constant contact with Animal Control Officer Cheryl Gagnon. They have someone watching the nest and we will know when the Osprey leaves (anticipating September) and will take measures to ensure another nest is not built in that location.

L. NEW BUSINESS

1. Resident Request for abatement pursuant to C.G.S. 12-124(a)

Resident Brian Grogan was in attendance and stated his reason for requesting a tax abatement under the Connecticut General Statutes. The Tax Collector was also in attendance and informed the Town Council that the Town of Cromwell has a deferral program that would take precedent over the Connecticut General Statutes. Additionally, he informed the Council that he canvassed Middlesex County and did not find any municipality in the County that approved a tax abatement in accordance with this statute. The Town Council asked questions of Mr. Grogan and Tax Collector Sienna.

MOTION made by J. Donohue and **SECONDED** by J. Henehan to deny the resident's request to pursue C.G.S. 12-124(a) and suggest that the resident work with the Tax Collector to pay all past due taxes and to look into the Town of Cromwell's Tax Deferment program.

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

Opposed: J. Demetriades

Motion carried.

2. Discussion and action to approve Town Manager's Appointment of Public Works Director

Town Manager Salvatore informed the Town Council of his appointment of Lou Spina as the Director of Public Works. The Council was then given the opportunity to ask Mr. Spina questions. Mr. Spina answered questions of the council and explained why he wished to return to the Town of Cromwell. He listed several accomplishments he made while previously employed with the Town of Cromwell. See Attachment B for Mr. Spina's resume.

MOTION made by J. Donohue and **SECONDED** by J. Henehan to approve the Town Manager's Appointment of Lou Spina as the Director of Public Works.

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

Opposed: J. Demetriades

Motion carried.

M. APPROVAL OF MINUTES

1. May 11, 2022 Regular Meeting Minutes

MOTION made by S. Fortenbach and **SECONDED** by P. Luna to approve the Special Meeting Minutes of May 11, 2022 as amended to include the motion made by J. Demetriades after coming out of Executive Session that

the Town Council shall authorize an investigation into the climate of town hall by an independent third party to be chosen by the Town Council at our next Town Council meeting. **Motion not seconded; motion failed.**

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

Abstention: A. Spotts

Motion carried.

2. May 25, 2022 Special Meeting Minutes

MOTION made by S. Fortenbach and **SECONDED** by A. Waters to approve the Special Meeting Minutes of May 25, 2022.

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

Motion carried.

N. RESIGNATIONS

None.

O. APPOINTMENTS

None.

P. INFORMATIONAL ITEMS

1. ARPA Funds – The Town Council reviewed the ARPA Funds memo included in their packets.

Q. ADJOURN

MOTION made by J. Donohue and **SECONDED** by A. Waters to adjourn.

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

Motion carried.

The meeting adjourned at 9:32 p.m.

Respectfully submitted,



Amanda Calve
Secretary

From: Sylvester, Marianne
Sent: Wednesday, May 25, 2022 11:48 AM
To: Donohue, Jennifer; Fortenbach, Stephen; Henehan, John; Luna, Paula; Waters, Al; Spotts, Allan; Demetriades, James
Subject: Town Manager Salvatore

Tracking:	Recipient	Read
	Donohue, Jennifer	
	Fortenbach, Stephen	
	Henehan, John	
	Luna, Paula	Read: 5/25/2022 11:44 AM
	Waters, Al	
	Spotts, Allan	Read: 5/25/2022 2:42 PM
	Demetriades, James	

In response to questions being raised regarding Anthony Salvatore's management of staff and Town operations, I would like the Town Council to know and appreciate that Tony has nothing but the best interests of the Town taxpayers, Town staff, and the overall operations of the Town at heart.

I have worked with Tony for over twenty years, while he was Chief of Police, Acting Town Manager, and Town Manager. When Mr. Sistare resigned as the Town's first Town Manager, I recommended Tony to him as his successor. I basically said "Tony lives and breathes Cromwell". While Town Manager, and working with Town Council, Tony brought about significant accomplishments for Cromwell, including Town services and economic development. He is well-versed in the Town Charter and applicable State Statutes, which is critical for this position. He also has thorough knowledge of the Collective Bargaining Agreements and has successfully negotiated those agreements with a win-win attitude.

Town Manager Salvatore holds Department Head meetings on a regular basis. At each and every one of these meetings, he concludes by saying "Go back and tell your staff that I appreciate the work they are doing." During the pandemic, he held weekly meetings with the Emergency Management Coordinator to update Department Heads, listen to concerns, and encourage creative ideas for continuing services to the public. Each year, Department Heads meet with the Town Manager during budget development to discuss any thoughts for improvement or areas of concern within their departments. On a lighter note, Tony has also provided events such as an ice cream truck and Vecchito's Italian ice truck for staff and paid for this out of his own pocket.

Informally, Tony interacts with Department Heads regularly and discusses ideas for improving Town operations, services, facilities. Discussion is an important component in his management style. He presents many of his own ideas but also encourages and listens to ideas from his Department Heads. Tony values input from others and I believe Department Heads are aware of this. It is also important to recognize that, ultimately, he must take into consideration the global picture of any action. While his decisions may not make everyone happy all the time, the Town Manager is responsible for ALL operations of the Town. Anthony Salvatore is astute enough to realize the ramifications inherent in his decisions.

As the Director of Finance, I appreciate the experience, knowledge, and concern Tony Salvatore brings to the position of Town Manager. Please understand these written comments about Town Manager Salvatore represent my sincere appraisal of all he has accomplished while acting as my supervisor and colleague. I was not urged to forward my comments by anyone. I felt it was important for those people responsible to read of his dedication to the Town of Cromwell and its citizens.

Marianne Sylvester
Finance Director
Town of Cromwell

860-632-3416

PROFESSIONAL SUMMARY

Career Overview: Background combines strong academic preparation with a proven record of consistent performance, productivity, and professionalism in visible positions within the City of Waterbury's, the Town of Cromwell, and the Town of Watertown's Department of Public Works. Team building skills demonstrated in a professional capacity as well as in community during the many years as a volunteer coach.

Key Strengths: Energetic, customer-focused, results oriented, competitive, high integrity, strong work ethic and team player. Proven ability to develop, expand and strengthen relationships with residents as well as with fellow employees and subordinates. Excel in problem solving, analytical, organizational, communication and motivational skills. Many years of experience handling all aspects of labor relations including progressive discipline, grievance resolution and contract negotiations.

WORK HISTORY

Director of Public Works, 10/21 to Current

Department of Public Works – Watertown, CT

- Oversight of all administrative and operational functions of municipal Public Works Department
- Responsible for labor relations/contract negotiations, staff training and development, regulatory compliance.
- Serve as the Town's Tree Warden.
- Annual and capital budget development and control, procurement of goods and services, development of bid specifications and RFP/RFQ's.
- Responsible for maintenance to town's infrastructure including roads, sidewalks, storm water drainage system, recreational trails, and Dog Park.
- Responsible for operation of Transfer Station and solid waste disposal.

Director of Public Works, 08/2014 to 10/21

Department of Public Works – Cromwell, CT

- Oversight of all administrative and operational functions of municipal Public Works Department
- Responsible for labor relations within department including training, regulatory compliance, developing department rules and regulations, discipline and contract negotiations
- Serve as the Town's Tree Warden and (back up) Local Burning Official
- Operational and capital budget development and control, monthly reports to Town Council and procurement of goods and services
- Responsible for maintenance to all of town's infrastructure, including road system, sidewalk network, Parks and Playgrounds, Dog Park, and General Government Facilities

Director of Public Works, 12/2011 to 08/2014

Department of Public Works – Waterbury, CT

- Manage & coordinate the activities of all Bureaus within Public Works Department
- Responsible for oversight of all capital improvement projects, budget preparation and control, personnel issues, procurement of goods and services
- Responsible for oversight of all service and maintenance agreements, develop policies & procedures, environmental conformance, safety issues, regulatory issues, and reports or communications with other city agencies

Interim Supervisor of Streets, 04/2009 to 07/2009 and 01/2010 to 12/2011

Department of Public Works – Waterbury, CT

- Responsible for maintenance of the city's infrastructure including all phases of snow operations, pothole repair, curbing repair, repairing and replacement of sidewalks, street sweeping, storm receiver repair, maintenance of storm water system, roadside mowing, pesticides spraying, and oversight of many small construction projects
- In addition to proceeding, responsibilities include a variety of administrative functions including preparing and controlling annual operating budget, preparation of invitations to bid and requests for proposal, oversight of all building

and grounds maintenance (contracts), interviewing and selection of employees, performance appraisals, and discipline of employees

Supervisor of Refuse, 10/2002 to 12/2011

Department of Public Works – Waterbury, CT

- Responsible for all aspects of municipal solid waste; collection, curbside recycle collections and operation of city owned transfer station
- Related duties include preparation and controlling annual operating budgets, implementation of all policies and procedures including all health and safety policies, preparing specifications for invitations to bid and requests for proposals,
- Responsible for oversight of all building and grounds maintenance (agreements), overseeing all construction projects at closed landfill, environmental compliance, preparing and submitting reports to DEEP, educating residents and students about importance of recycling, snow coordination and supervision of one of the city's sand and salt depots
- Under my tenure as supervisor, the Bureau of Refuse has realized a 70% reduction in workman's compensation related costs

Refuse District Foreman, 08/1992 to 10/2002

Department of Public Works – Waterbury, CT

- Responsibilities include supervising daily operations of municipal refuse and recycling collections, scheduling employees personal and vacation time off, investigating all motor vehicle accidents and personal injuries of subordinates and preparing applicable reports, supervises snow plowing activities for city personal as well as private contractors, handling all residential complaints and teaching residents all proper waste disposal practices

EDUCATION

Bachelor of General Studies: Corporate and Organizational Leadership

University of Connecticut - Storrs, CT

Member of Alpha Sigma Lambda- The Beta Omega Chapter at the University of Connecticut

Associates: Liberal Arts and Sciences

Naugatuck Valley Community College - Waterbury, CT

PROFESSIONAL DEVELOPMENT

- Certificate to Operate a Transfer Station/Landfill, Connecticut DEEP
- University of Connecticut; Connecticut Transportation Institute; Certificate in Liability in Public Works.
- Occupational Safety and Health; completed 10 hour course Construction Safety and Health.
- Workman's Compensation and Labor Law Seminars
- Detecting Signs and Symptoms of Alcohol and Drug Dependency Seminar
- Class B Commercial Driver's License
- Certified Connecticut Tree Warden
- Certified Burning Official, Connecticut DEEP

VOLUNTEER EXPERIENCE/CIVIC RESPONSIBILITY

- Youth Baseball Coach: Baseball Association of Wolcott (1999 to 2013)
- Youth Football Coach: Wolcott Midget Football (2007 to 2012)
- Youth Basketball Coach: Wolcott Junior Basketball (2011 to 2012)
- President of Waterbury Management Union (05/2010 to 12/2011)
- Vice President of Waterbury Management Union (10/2007 to 05/2010)
- Executive Board Member and Grievance Chairman (04/2005 to 10/2007)
- Union Secretary Treasurer (04/2001 to 04/2004)