

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

Wednesday, December 14, 2022 - 7:00 p.m.

Present: Mayor S. Fortenbach, Deputy Mayor J. Henehan, Councilman Demetriades, Councilwoman J. Donohue, Councilwoman P. Luna, Councilman Polke, Councilman A. Waters

Also Present: Town Manager Salvatore, Chief LaMontagne, Captain Sifodaskalakis, Public Works Director Lou Spina, Finance Director Sharon DeVoe, Kara Canney Library Director

A. CALL TO ORDER

Mayor Fortenbach called the meeting to order at 7 p.m.

B. PLEDGE OF ALLEGIANCE

The Council stood to recite the Pledge of Allegiance.

C. APPROVAL OF AGENDA

Town Manager Salvatore informed the Council that Agenda Item #N.5. should be changed from regular member to alternate member.

MOTION made by J. Polke and **SECONDED** by J. Henehan to approve the agenda as amended.

All in favor.

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

Motion carried.

D. COMMISSION CHAIRMAN REPORTS/LIAISON REPORT/STAFF REPORTS

1. CMS Building Committee

CMS Building Chair Rosanna Glynn was in attendance to present the report of the Building Committee. She added that they have selected a construction management firm, the will reveal the name of the firm once the contract is signed.

- a. Review of Cromwell Middle School New Building placement and layout with possible action to approve the extension of current school property line to include area within parcel "C" of the Watrous Park property map.

Perkins Eastman was in attendance and gave a presentation regarding the request to approve the extension of the current school property line to include area within parcel "C" of the Watrous Property Map. See Attachment A.

During and after the presentation, the following points were discussed:

- The road being straight or curved and how that ties into safety.
- If this proposed plan would disrupt the trail near the softball field.
- The location of the proposed fence and concerns about blocking off Watrous Park from the public.
- The size of the existing school vs. the proposed school
- Confirmation that we will receive the maximum return from the State based on this design and cost.

MOTION made by J. Demetriades and **SECONDED** by P. Luna to transfer control of the 3.15-acre parcel identified in the Board of Education Extension Area Site Plan to the Board of Education.

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

Motion carried.

E. MAYOR'S UPDATE

Mayor Fortenbach read his report. See Attachment B.

F. TOWN MANAGER'S UPDATE

Town Manager Salvatore read his report and added:

- Staff did an outstanding job at the Farmers Market Craft Fair. The vendors and visitors loved it.
- We had a meeting with BerryDunn yesterday, they are planning on conducting a survey which will go out to all staff on or about January 10th.
- On January 9th Sonya from BerryDunn will be conducting interviews with employees who wish to be interviewed. BerryDunn has been great to work with and he feels this will be productive.
- The Public Works Director is working with Solid Waste and Blue Earth Compost to start a program where food scraps are collected from residents to till into the Community Garden at the beginning and the end of the season.

He anticipates the cost to be \$3,000 to start the program and get starter kits out to the public.

G. FINANCIAL/FINANCE DIRECTOR'S UPDATE

1. Budget Report

Finance Director Sharon DeVoe was in attendance to present her report to the Town Council.

2. Long Range Capital Planning Committee Memo

Finance Director DeVoe explained that the Long-Range Capital Planning Memo was included to their packets. She then gave the Council an opportunity to ask questions.

3. Tax Refunds

MOTION made by A. Waters and **SECONDED** by J. Henehan to approve Tax Refunds #1-3.

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

Motion carried.

H. CHIEF OF POLICE'S UPDATE

Chief LaMontagne was in attendance to present her update to the Town Council. She provided the following updates in addition to her report:

- The Police Department raised \$430 for No-Shave November.
- There is a Giving Tree at the Police Department, they have 31 families that they are getting gifts for. She commended everyone for pitching in, buying the gifts and wrapping them.
- The window replacement project at the Police Department is complete. The new windows are very nice and there are no more drafts.
- There will be a holiday message on Channel 3 from the Cromwell Police Department.

A brief discussion was held regarding the number of vacancies for police officers and what we could do to attract qualified applicants.

I. PUBLIC WORKS DIRECTOR'S UPDATE

Public Works Director Spina was in attendance to present his report to the Town Council. He provided the following updates:

- He, Jon Harriman and Michael Shewokis reviewed submittals for the drainage study from seven firms, five firms were qualified. The proposal should be awarded any day now.

- ARPA funds were approved and allocated to evaluate drainage areas of concern.
- The leaf collection is complete. The first pass through was last Thursday they completed the second and last pass through before the weekend.
- The Chief Mechanic was a very good hire, he is working out very well. Between the Mechanic and the Assistant Mechanic, we are doing more in-house repairs and fabrication, they are putting floor panels in vehicles that are rotted out and as a result, it is saving the Town a significant amount of money.

J. CITIZEN COMMENTS *(limited to 2 minutes per speaker, please be respectful)*
Councilman Demetriades read a letter from Dierdre Daly into the record. See Attachment C.

A discussion took place regarding The Belden Room. Concerns were raised by Councilman Waters regarding the room being controlled by the Library Director. He felt as though it should be controlled by the Town Manager's Office, where all other meeting spaces are controlled.

Kara Canney, Library Director explained that the use of the Belden Room is controlled by the library as it was a condition of the grant we were awarded. She explained that the intention of the grant funding was to create a space for library programs and events. Kara assured the Council that she allows other departments, boards and commissions, and some outside agencies to utilize the space when it is available. A lengthy discussion took place regarding this.

K. NEW BUSINESS

1. Review and approve Library Policy Manual

Kara Canney, Library Director was in attendance to answer any questions of the Council regarding the review and approval of the Library Policy Manual.

MOTION made by J. Donohue and **SECONDED** by J. Polke to approve the Library Policy Manual.

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

Opposed: A. Waters

Motion carried.

L. APPROVAL OF MINUTES

1. November 9, 2022 Regular Meeting Minutes

MOTION made by P. Luna and **SECONDED** by J. Henehan to approve the November 9, 2022 Regular Meeting Minutes.

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

Abstained: J. Demetriades

Motion carried.

M. RESIGNATIONS

1. Joseph Fazekas, Economic Development Commission

MOTION made by A. Waters and **SECONDED** by J. Henehan to accept the resignation of Joseph Fazekas from the Economic Development Commission with regret.

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

Motion carried.

2. Joseph Fazekas, Redevelopment Agency

MOTION made by P. Luna and **SECONDED** by J. Henehan to accept the resignation of Joseph Fazekas from the Redevelopment Agency with regret.

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

Motion carried.

N. APPOINTMENTS/REAPPOINTMENTS

Reappointments:

1. **Conservation Commission**

a. Scott Lamberson (D), regular member for a term expiring 1/2026

MOTION made by A. Waters and **SECONDED** by J. Demetriades to reappoint Scott Lamberson (D) as a regular member to the Conservation Commission for a term expiring 1/2026.

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

Motion carried.

b. John Whitney (D), regular member for a term expiring 1/2025

MOTION made by J. Donohue and **SECONDED** by A. Waters to appoint John Whitney (D) as a regular member for a term expiring 1/2025 to the Conservation Commission.

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

Motion carried.

2. Economic Development Commission

a. Richard Nobile (R), regular member for a term expiring 3/2026

MOTION made by A. Waters and **SECONDED** by J. Demetriades to reappoint Richard Nobile (R) as a regular member to the Economic Development Commission for a term expiring 3/2026.

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

Motion carried.

b. Jay Polke (R), regular member for a term expiring 3/2026

MOTION made by A. Waters and **SECONDED** by J. Henahan to reappoint Jay Polke (R) as a regular member to the Economic Development Commission for a term expiring 3/2026.

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

Abstained: J. Polke

Motion carried.

c. Marilyn Teitlebaum-Dworkin (D), regular member for a term expiring 3/2025

MOTION made by P. Luna and **SECONDED** by J. Henahan to reappoint Marilyn Teitlebaum-Dworkin (D) as a regular member to the Economic Development Commission for a term expiring 3/2025.

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

Motion carried.

3. Inland Wetlands and Watercourses Agency

a. Joseph Corlis (D), regular member for a term expiring 12/2026

MOTION made by J. Henahan and **SECONDED** by P. Luna to reappoint Joseph Corlis (D) as a regular member to the Inland Wetlands and Watercourses Agency for a term expiring 12/2026.

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

Motion carried.

b. Wynn Muller (R), regular member or a term expiring 12/2026

MOTION made by J. Donohue and **SECONDED** by J. Henahan to reappoint Wynn Muller (R) as a regular member to the Inland Wetlands and Watercourses Agency for a term expiring 12/2026.

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

Motion carried.

c. Peter Omicioli (R), regular member for a term expiring 12/2026

MOTION made by A. Waters and **SECONDED** by J. Henehan to reappoint Peter Omicioli (R) as a regular member to the Inland Wetlands and Watercourses Agency for a term expiring 12/2026.

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

Motion carried.

4. Redevelopment Agency

a. Robert Donohue (R), regular member for a term expiring 12/2025

MOTION made by J. Henehan and **SECONDED** by P. Luna to reappoint Robert Donohue (R) as a regular member to the Redevelopment Agency for a term expiring 12/2025.

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

Abstained: J. Donohue

Motion carried.

b. Richard Nobile (R), regular member for a term expiring 12/2025

MOTION made by A. Waters and **SECONDED** by J. Henehan to reappoint Richard Nobile (R) to the Redevelopment Agency as a regular member for a term expiring 12/2025.

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

Motion carried.

5. Planning and Zoning Commission

a. Robert Donohue (R), alternate member for a term expiring 12/2023

MOTION made by A. Waters and **SECONDED** by J. Henehan to reappoint Robert Donohue (R) as an alternate member to the Planning and Zoning Commission for a term expiring 12/2023.

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

Abstained: J. Donohue

Motion carried.

O. INFORMATIONAL ITEMS

- Councilman Waters informed the Council that a banquet was held last night for the football team. Quite a few seniors got accepted to college to play football; a couple seniors even got full scholarships. It was heartwarming for the kids to get rewarded.

P. EXECUTIVE SESSION

1. Sale of Town Property (*action is possible*)

MOTION made by J. Demetriades and **SECONDED** by J. Henehan to go into Executive Session and invite the Town Manager.

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

Motion carried.

The Town Council entered Executive Session at 9:27 p.m.

The Town Council came out of Executive Session at 9:38 p.m.

MOTION made by J. Polke and **SECONDED** by J. Henehan to authorize the Town Manager to negotiate the final configuration of the swap and sale of 14R Winchester Way.

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

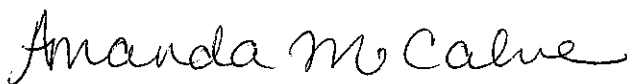
Motion carried.

Q. ADJOURN

MOTION made by J. Donohue and **SECONDED** by J. Henehan to adjourn.

The meeting was adjourned at 9:39 p.m.

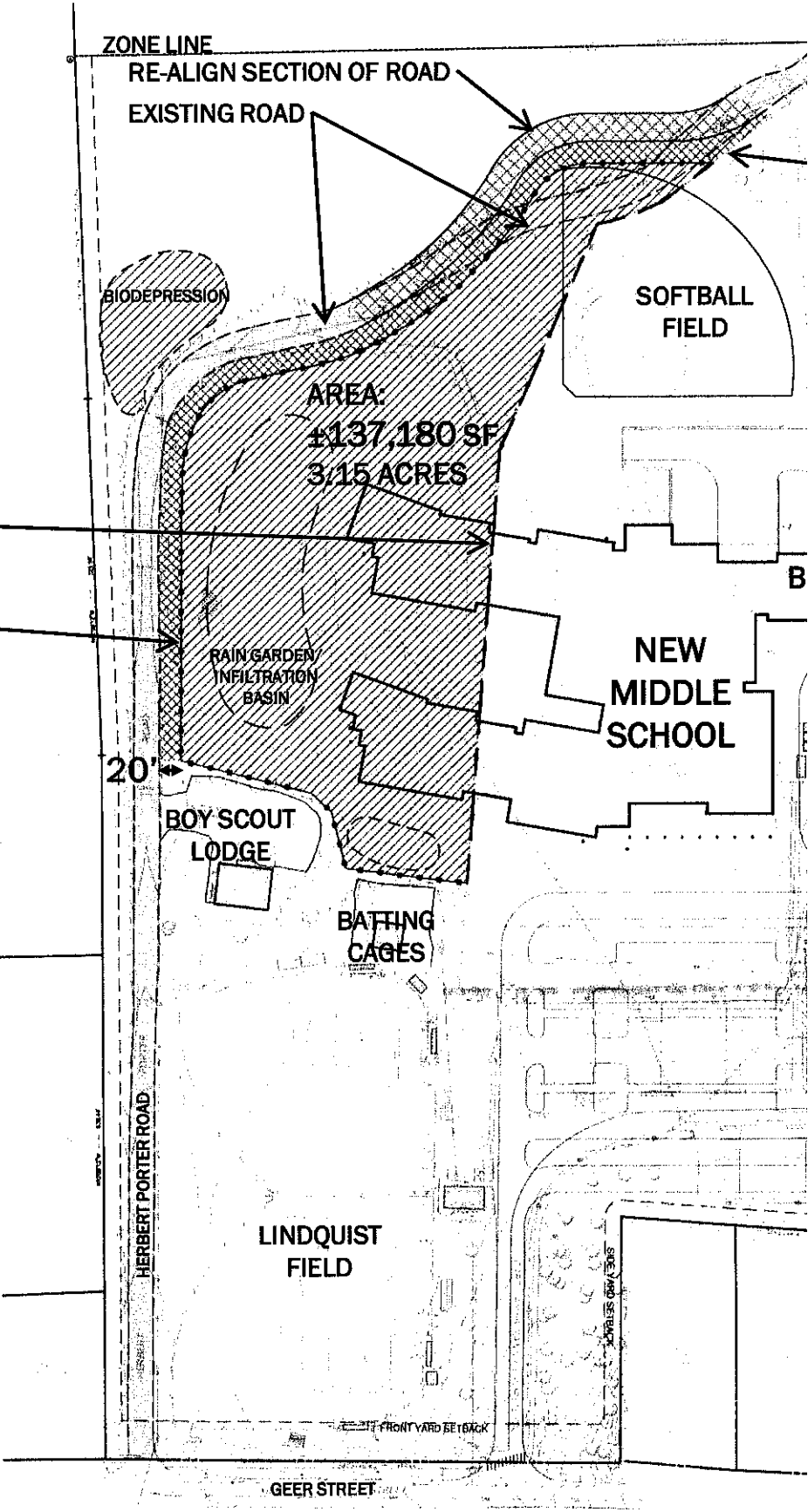
Respectfully submitted,

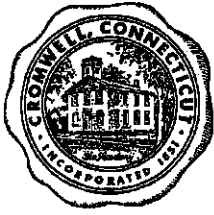


Amanda M. Calve
Secretary

BOE EXTENSION AREA

EXISTING FENCE
20' FOR FUTURE
ROAD WIDENING
AND SIDEWALK





Town of Cromwell Office of the Mayor

MAYOR'S REPORT

Date: December 14, 2022
To: Members of the Town Council
From: Steve Fortenbach, Mayor
Subject: Mayor's Report for 12/14/2022 Town Council Meeting

- CMS building project continues to progress.
- I was able to speak at the American Legion event held at the Town Hall on Veterans Day.
- The Mayor's Tree lighting was held on Monday December 5th. Town staff did and outstanding job and there was a great turn out by residents.
- Farmers market craft fair was held this past Saturday and was a huge success. Town staff and vendors are already talking about hosting this even again.
- Tuesday December 6th I was invited to speak at coffee at the senior center. There were 40 more or less in attendance and we were able to have great conversation regarding the town.
- The climate/culture study is moving ahead. Initial letters are going out shortly if they haven't already gone out.

----- Forwarded message -----From: Deirdre Daly <ddaly1214@yahoo.com
<mailto:ddaly1214@yahoo.com> >Date: Wed, Dec 14, 2022, 3:21 PMSubject: Dec. 14 Town Council
MeetingTo: jndemetriades@gmail.com <mailto:jndemetriades@gmail.com> <jndemetriades@gmail.com
<mailto:jndemetriades@gmail.com> >Dear Steve,We really appreciate you taking the time you spent
meeting with the community on Tuesday, December 6 and we look forward to continued open
communication.One of the issues that was brought up in the meeting was the issue of space for the
Senior Center as well as the availability of rooms, such as the Belden Room.# This was an issue that
you stated you would look into.Item K - New Business on this evenings agenda is the is to review and
approve the Library Policy Manual.# In the Library Policy Manual, Item II, section D states the
LibraryDirector is responsible for scheduling the use of the library space, in accordance with
policies established by the Town Manager (see Appendix).# #After reviewing section E - town of
Cromwell - Policy for use of municipal meetings rooms does not refer to library space.# It does
however note in section 7 that the Town Manager is responsible for scheduling and approving the use
of any meeting room.# We would like to see the approval of the Library Policy Manual tabled until
further review of room reservation is complete.##We appreciate your time and attention to this
matter.Respectfully submitted,Deirdre DalySenior Commission Member