TOWN MANAGER:

Daylight Savings Time Begins March 8, 2020
Get Ready to Turn Your Clocks Ahead

Coronavirus Update: The Town of Wethersfield, which includes the Board of Education, have met with members of the Central Connecticut Health District (CCHD) to discuss concerns related to the Coronavirus (2019-nCoV or COVID-19). Please see the attached document from the Center for Disease Control (CDC) and/or access the following link to view the press release: https://wethersfieldct.gov/qcontent/NewsFeed.aspx?FeedID=1768

Prescription Discount Cards
This program was developed by the Connecticut Conference of Municipalities and your local government executives in conjunction with ProAct Inc. to help lower the prescription drug cost for Connecticut residents. The card is designed to be used if you do not have insurance or if a prescription is not covered by your current insurance program. The card cannot be used in conjunction with another insurance program to discount your co-pays or deductible. The card is:

- Available to all Connecticut residents.
- Free for participants.
- Every prescription medication, including some pet medications are eligible for a discount.
- Simply present your discount card at a local participating pharmacy when filling a new prescription and start saving.

Total prescription price savings in 2019: $1,964.48
Total prescription price savings in program since inception (Nov. 2014): $22,897.66
Cards are available at Town Hall or residents may print a new card at http://ctrxdiscountcard.com

Wethersfield Government Access Television
WGTV provides residents several options for staying in touch with their local government. Town Council, Board of Education and Planning & Zoning Commission meetings are replayed on the following:
- WGTV - throughout the week
- WGTV’s YouTube Channel - watch meetings at any time on your PC or mobile device
  https://www.youtube.com/channel/UCfuf-C0gYVVxmD5ilFTnsQ

A. UPCOMING EVENTS:
- Friday, March 13, 2020 - Saturday, March 14, 2020 7:30 pm; Sunday, March 15, 2020 3:00 pm: “The Addams Family” Wethersfield High School Drama presents the spring musical production for the whole family. Tickets available online beginning March 1st at www.ShowTix4U.com. Adults $14 / Students/Seniors $12. Tickets will be available at the door: Adults $16 / Students/Seniors $12. Event takes place in the WHS Auditorium. For more info call 860-571-8200 or 860-721-9075

B. COUNCIL AND BOARD/COMMITTEE DATE:
- Board of Education: Tuesday, March 10, 2020 7:00 pm

C. LIAISON MEETINGS
- Wethersfield Early Childhood Collaborative: Monday, March 9, 2020
- Shade Tree Commission: Monday, March 9, 2020 Councilor Pelletier
D. DEPARTMENT/DIVISION NEWS:

**HUMAN RESOURCES:**

Heavy Equipment / Automotive Mechanic – *This recruitment will remain open until filled*

Certified Police Officer – *This recruitment will remain open until filled*

You may subscribe to e-notification to receive email notices of job postings. Go to wethersfieldct.com/human-resources/ and click on “Sign up to receive job postings”.

**PARKS & RECREATION:**

- **Winter & Spring Program Registration**: Registration is open. You may access the brochure on our website at http://wethersfieldct.gov/recreation. Brochure includes Parks and Recreation programs, Senior Center programs, Keane on Kids After School programs and Social and Youth Services. You may register online, by mail, or in person. Online registration enables you to know immediately that you are registered for the desired class. Forms received by mail or in person in the office will be processed randomly. Registration forms will be accepted one week prior to start of registration. Fax or phone registrations are not accepted. To register online you must become a registered household. Set up your household by registering online at https://wethersfieldct.gov/recreation. Once your household is entered in the database, you will receive a user name and password by the next business day to begin registering online. Payment with online registration may be made by MasterCard, VISA or Discover credit or debit card. Registration forms submitted by mail or in person must include payment. Contact Parks and Recreation for financial assistance.

- The Senior Center, Computer Learning Center and Parks & Recreation Department’s registration procedures have been merged. On-line registration may be completed at www.wethersfieldct.gov.

**SOCIAL & YOUTH SERVICES:**

- **Food Bank Needs**: Canned pasta, rice, cans of chunk chicken, jelly (plastic cans or bottles), peanut butter, tuna in water, cans of fruit in 100% juice, low sodium soups, pasta sauce, no-salt-added canned vegetables, granola bars, fresh produce, cereal, toilet paper, and personal hygiene products (soap, shampoo, toothpaste). Donations are accepted during business hours.

- **CRT Energy Assistance Program**: Applications are currently being accepted until May 1, 2020. This program provides financial assistance for heating expenses during the 2020 heating season. Wethersfield residents only may make appointments by calling 860-721-2977. To be eligible, a household’s gross income must fall within established guidelines based on family size and annual income. The guidelines are: Family of one - $36,171.00; Family of 2 - $47,300.00; Family of 3 - $58,430.00 and so on. If you heat with a utility you should contact the utility company to ask if you are eligible to enroll in their Matching Payment Program for the upcoming program year. Please remember that you must apply for and be eligible for Energy Assistance to qualify for the Matching Payment Program for your heating utility.

- **AARP Tax-Aide**: A free program that provides income tax assistance for low and middle-income taxpayers of all ages, with special attention to those 60 and older. If married, both husband and wife should be present during an income tax counseling session. Taxpayers must bring all information and documents received that apply to their 2019 income taxes, including copies of all 2019 state/federal income tax forms; all income reports (1099 Forms) received for pensions, social security, interest/dividends, wages or any other income; all documents that relate to deductible expenses, social security numbers and identification for all household members. Wednesday sessions
will commence on February 5, 2020 and end April 15, 2020. Counselors will assist taxpayers only on those topics for which they have been trained and the program permits. If tax forms are outside the scope of their training, counselors will refer taxpayers to a paid tax preparer. Interpreters are not on location for assistance. To schedule an appointment with a certified Tax-Aide counselor call the Wethersfield Social and Youth Services office at 860-721-2977. If Wethersfield Public School classes are cancelled due to weather, the Tax-Aide session is also cancelled and a new appointment must be obtained.

- **Wethersfield Early Childhood Collaborative:** The WECC website is a resource for families. It includes information on programs, preschools, free events and more. Check it out at [www.wethersfieldchildhood.com](http://www.wethersfieldchildhood.com).

**ENGINEERING:**

- **Wolcott Hill Rd Reconstruction:** A Request for Proposals from consulting firms to provide survey, design and construction inspections services for reconstruction of Wolcott Hill Road and Franklin Ave from Jordan Lane to Victoria Road in Hartford has been issued and is posted on the Town’s website at [http://wethersfieldct.gov/finance/open-bids](http://wethersfieldct.gov/finance/open-bids). The due date for submission of proposals is March 27th.
- **Sidewalk Construction and Repair Contract:** The bid solicitation for the new contract for the 2020 and 2021 construction seasons opened last week and bids are currently being evaluated by staff.
- **MS4 Stormwater Permit:** The Draft 2019 MS4 Annual Report is available for public review and comment until March 20, 2020. The draft report will be posted on the Engineering Division’s webpage at [http://wethersfieldct.gov/engineering](http://wethersfieldct.gov/engineering) and also at the public counter located on the second floor of Town Hall. The final report will be issued to CT DEEP by April 1st. Please contact the Town of Wethersfield Engineering Division at 860-721-2850 if you have questions or comments.
- **Municipal Bridge Inspections:** The Town has retained Cardinal Engineering Associates from Meriden, CT to complete structural inspections of 7 municipal bridges, prepare reports identifying deficiencies, and develop recommended repair alternatives with preliminary cost estimates and priority rankings for planning purposes. At this time, the project is expected to commence this spring.
- **Spring Paving Program:** The Town Council has authorized award of pavement reclamation, milling, paving and associated work for the Spring Paving Program to Tilcon Connecticut, Inc. using state contracts and to General Paving using an existing Town contract. General Paving is expected to begin completing drainage improvements along the following roads on March 30th and Tilcon is currently scheduled to begin on April 20th. We ask that the public drive slowly and use caution when traveling through these areas during construction.

<table>
<thead>
<tr>
<th>STREET</th>
<th>FROM</th>
<th>TO</th>
<th>TYPE OF CONSTRUCTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>JORDAN LANE</td>
<td>HARTFORD AVE</td>
<td>SILAS DEANE HWY</td>
<td>MILL &amp; OVERLAY</td>
</tr>
<tr>
<td>HARTFORD AVENUE</td>
<td>MAIN ST</td>
<td>WILLARD ST</td>
<td>MILL &amp; OVERLAY</td>
</tr>
<tr>
<td>HARTFORD AVENUE</td>
<td>NORTHBRICK LANE</td>
<td>HARTFORD CITY LINE</td>
<td>MILL &amp; OVERLAY</td>
</tr>
<tr>
<td>DEMING PLACE</td>
<td>VICTORIA RD</td>
<td>CUL DE SAC</td>
<td>RECLAIM</td>
</tr>
<tr>
<td>MILL ST</td>
<td>MIDDLETOWN AVE</td>
<td>SILAS DEANE HWY</td>
<td>RECLAIM</td>
</tr>
<tr>
<td>EXECUTIVE SQUARE</td>
<td>SILAS DEANE HWY</td>
<td>CUL DE SAC</td>
<td>RECLAIM</td>
</tr>
</tbody>
</table>

**PHYSICAL SERVICES:**
The Transfer Station accepts items such as metal, electronics and appliances without Freon free of charge with a $5 yearly permit. Physical Services staff spends time each week hauling materials from the Transfer station and sending out materials for recycling.

The Transfer Station has compost available for Wethersfield residents during regular hours.

<table>
<thead>
<tr>
<th>Transfer Station Hours of Operation:</th>
<th>Monday &amp; Friday 9:00 am – 2:45 pm</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Saturday 8:00am – 3:45 pm</td>
</tr>
<tr>
<td>More information can be found on</td>
<td><a href="https://wethersfieldct.gov/physical-services">https://wethersfieldct.gov/physical-services</a></td>
</tr>
</tbody>
</table>

**Refuse/Recycling:**

- **Green Refuse Barrels:** Items allowed in the green Refuse barrels are called household trash. Household trash is generated from within the resident’s home. All trash should be bagged and placed in the barrel.
The following items should not be placed in the green Refuse barrel: compostable items such as grass, leaves, pinecones or other tree droppings, and garden waste. Do not put brush, rocks, concrete, hazardous materials, or recyclable items in the green barrel.

**Blue Recycle Barrels:** The blue barrel is for Recyclables. These items should be placed loosely in the barrel. All recyclable items should be clean and empty. Recyclable items are plastics #1-7, food/alcohol glass containers, metal and aluminum cans, paper products, such as newspaper, junk mail, magazines, corrugated cardboard, and cereal boxes.

Although office paper goes in the recyclable barrel, shredded paper is not a recyclable item, it goes in the Refuse barrel. Shredded paper sticks to and contaminates other curbside recyclables; sticks to and blinds optical sorters; and is responsible for contaminating other materials - degrading their value.

Help the environment and save money by filling your recycling barrel. The more we recycle the less we pay to get rid of our trash. If residents find they have more recycling than a barrel every other week, an extra recycling barrel is free of charge, call the Physical Services Department for more information at (860) 721-2845.

**Activities this week:**
- Vehicle maintenance
- Park maintenance and field work
- Fence repairs
- Landscaping around Town buildings
- Hauling materials from the stockpile
- Churning organic material in the stockpile
- Filing potholes
- Planning and prepping for springtime work
- Painting in Town buildings
- Completing the LED lighting project in Town Hall
- Finishing punchlist work on the new cooling tower
- Interviewing candidates for mechanic and carpenter open positions
- Schools are operating on schedule

**Charities of Hope:**
The non-profit organization, Charities of Hope, has a donation container located at the Transfer Station, 100 Marsh St. Residents may drop off clothing, shoes and home goods. Items may be dropped off Monday or Friday 9:00 – 2:45 or Saturday 8:00 – 3:45pm. Since arriving, Charities of Hope has donated $1,600.00 to the Wethersfield non-profit group *Friends of the Nature Center* and will continue to send $50 each month as long as the container stays at the Transfer Station. [www.charitiesofhope.org](http://www.charitiesofhope.org)

**E. CHAMBER OF COMMERCE:** [www.wethersfieldchamber.com](http://www.wethersfieldchamber.com)
- **Co-Presidents:** Peter O’Keefe, Jackson-O’Keefe Law Firm, LLP
  Cristina Orsini, D’Esopo Funeral Chapel

**F. CRCOG:** [www.crcog.org](http://www.crcog.org)

**G. MIRA:** [www.ctmira.org](http://www.ctmira.org) (Formerly CRRA - [www.crra.org](http://www.crra.org))

**H. CRT:** CRT 2019 Annual Report

**I. COUNCIL OF SMALL TOWNS:** [www.ctcost.org](http://www.ctcost.org)
J. ATTACHMENTS:

- **Town Manager:** Press Release - Coronavirus
- **Town Clerk:** Monthly Report
- **Building Department:** Monthly Report
- **Fire Marshal:** Incident Report
- **Social and Youth Services:** Renters Rebate Program
- **Town Clerk:** Notice of Presidential Primary
- **Planning & Economic Development:** Annual Report
- **Agendas:** Shade Tree Commission, Board of Education, Historic District Commission, Human Rights and Relations, Veterans Commission, Economic Development Improvement Commission, Redevelopment Agency
March 3, 2020

The Town of Wethersfield, which includes the Board of Education, have met with members of the Central Connecticut Health District (CCHD) to discuss concerns related to the Coronavirus (2019-nCoV or COVID-19).

As a result of that meeting, we are providing the attached information to assist residents. The administration will do its best to maintain information on the town website. However, the most up-to-date information will be available at www.cdc.gov/ncov.

For now, it is important for residents to understand some basic ways that can help reduce exposure to and/or spreading of many viruses, including the Coronavirus and Influenza families:

1. Wash your hands often with soap and water for at least 20 seconds. If soap and water are not available, use an alcohol based hand rub with at least 60% alcohol
2. Cover your nose and mouth when you cough or sneeze. Avoid touching your eyes, nose and mouth with unwashed hands; germs spread this way
3. Clean and disinfect surfaces and objects that may be contaminated with germs
4. Stay home if you are sick. While sick, limit contact with others as much as possible. Avoid close contact with sick people.

The Center for Disease Control (CDC) does not recommend that people who are well wear a facemask to protect themselves from respiratory diseases, including COVID-19. Facemasks should be used by people who show symptoms of COVID-19 to help prevent the spread of the disease to others. The use of facemasks is also crucial for health workers and people who are taking care of someone in close settings (at home or in a health care facility).

Symptoms of the virus include fever and lower respiratory illness (e.g., cough, difficulty breathing). The illness can be more serious for individuals with a weakened immune system, the elderly, or those with underlying respiratory problems. The CDC believes, at this time, that symptoms of COVID-19 may appear in as few as 2 days or as long as 14 days after exposure.

There is currently no specific antiviral treatment recommended for COVID-19. People with COVID-19 should receive supportive care to help relieve symptoms from a healthcare provider. The National Institutes of Health (NIH) and their collaborators are working on development of candidate vaccines and therapeutics for COVID-19.

Going forward, town staff will meet weekly with the CCHD to review the newest information available. Our intent is to keep you informed and prepared for any changes in community-wide health conditions. We encourage concerned residents to contact a healthcare provider if they have been exposed to COVID-19 or are experiencing symptoms mentioned in the attached documents. The CDC or CCHD websites may provide additional information and resources.
What is coronavirus disease 2019 (COVID-19)?

Coronavirus disease 2019 (COVID-19) is a respiratory illness that can spread from person to person. The virus that causes COVID-19 is a novel coronavirus that was first identified during an investigation into an outbreak in Wuhan, China.

Can people in the U.S. get COVID-19?

COVID-19 is spreading from person to person in China, and limited spread among close contacts has been detected in some countries outside China, including the United States. At this time, however, this virus is NOT currently spreading in communities in the United States. Right now, the greatest risk of infection is for people in China or people who have traveled to China. Risk of infection is dependent on exposure. Close contacts of people who are infected are at greater risk of exposure, for example health care workers and close contacts of people who are infected with the virus that causes COVID-19. CDC continues to closely monitor the situation.

Have there been cases of COVID-19 in the U.S.?


How does COVID-19 spread?

The virus that causes COVID-19 probably emerged from an animal source, but now it seems to be spreading from person to person. It’s important to note that person-to-person spread can happen on a continuum. Some diseases are highly contagious (like measles), while other diseases are less so. At this time, it’s unclear how easily or sustainably the virus that causes COVID-19 is spreading between people. Learn what is known about the spread of newly emerged coronaviruses at https://www.cdc.gov/coronavirus/2019-ncov/about/transmission.html.

What are the symptoms of COVID-19?

Patients with COVID-19 have had mild to severe respiratory illness with symptoms of

• fever
• cough
• shortness of breath

What are severe complications from this virus?

Many patients have pneumonia in both lungs.

How can I help protect myself?

The best way to prevent infection is to avoid being exposed to the virus that causes COVID-19.

There are simple everyday preventive actions to help prevent the spread of respiratory viruses. These include

• Avoid close contact with people who are sick.
• Avoid touching your eyes, nose, and mouth with unwashed hands.
• Wash your hands often with soap and water for at least 20 seconds. Use an alcohol-based hand sanitizer that contains at least 60% alcohol if soap and water are not available.

If you are sick, to keep from spreading respiratory illness to others, you should

• Stay home when you are sick.
• Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
• Clean and disinfect frequently touched objects and surfaces.

What should I do if I recently traveled to China and got sick?

If you were in China within the past 14 days and feel sick with fever, cough, or difficulty breathing, you should seek medical care. Call the office of your health care provider before you go, and tell them about your travel and your symptoms. They will give you instructions on how to get care without exposing other people to your illness. While sick, avoid contact with people, don’t go out and delay any travel to reduce the possibility of spreading illness to others.

Is there a vaccine?

There is currently no vaccine to protect against COVID-19. The best way to prevent infection is to avoid being exposed to the virus that causes COVID-19.

Is there a treatment?

There is no specific antiviral treatment for COVID-19. People with COVID-19 can seek medical care to help relieve symptoms.
# MONTHLY REPORT
## TOWN CLERK’S OFFICE
### FEBRUARY 2020

<table>
<thead>
<tr>
<th>Event</th>
<th>February 2020</th>
<th>February 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Documents Recorded</td>
<td>318</td>
<td>237</td>
</tr>
<tr>
<td>Town Conveyance Tax Collected</td>
<td>$16,043.25</td>
<td>$14,846.73</td>
</tr>
<tr>
<td>Trade Name Certificates Issued</td>
<td>2</td>
<td>4</td>
</tr>
<tr>
<td>Registration of Property Being Foreclosed Filed</td>
<td>9</td>
<td>9</td>
</tr>
<tr>
<td>Marriage Licenses Issued</td>
<td>4</td>
<td>3</td>
</tr>
<tr>
<td>Sporting Licenses Issued</td>
<td>46</td>
<td>65</td>
</tr>
<tr>
<td>Dog Licenses Issued</td>
<td>16</td>
<td>17</td>
</tr>
<tr>
<td>Town Council Meetings Attended &amp; Minutes Prepared</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>Documents Notarized</td>
<td>24</td>
<td>31</td>
</tr>
<tr>
<td>Copy Revenue Collected (Land &amp; Certified Vitals)</td>
<td>$3,309.00</td>
<td>$3,103.50</td>
</tr>
<tr>
<td><strong>Total Revenue Collected:</strong></td>
<td><strong>$104,649.00</strong></td>
<td><strong>$94,321.37</strong></td>
</tr>
<tr>
<td>Town Portion</td>
<td>$32,928.25</td>
<td>$27,096.73</td>
</tr>
<tr>
<td>State Portion</td>
<td>$71,720.75</td>
<td>$67,224.64</td>
</tr>
</tbody>
</table>

**Noteworthy Activities/Information –**

Presented a preliminary budget for 2020-2021; met with both Town Manager Evans and Finance Director Michael O’Neil.

Working on the 2019-20 Historic Documents Preservation Program Grant by the Public Records Administration, Connecticut Library for $7,500 and will be applying for the 2020-21 grant in March.
## February 2020 Building Dept Report

<table>
<thead>
<tr>
<th>Permit</th>
<th>Qty</th>
<th>Valuation</th>
<th>Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building</td>
<td>54</td>
<td>677,194</td>
<td>12,287</td>
</tr>
<tr>
<td>Electrical</td>
<td>36</td>
<td>503,888</td>
<td>8,730</td>
</tr>
<tr>
<td>Plumbing</td>
<td>26</td>
<td>88,559</td>
<td>1,927</td>
</tr>
<tr>
<td>Heating</td>
<td>24</td>
<td>266,987</td>
<td>3,417</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>140</strong></td>
<td><strong>1,536,628</strong></td>
<td><strong>$26,361</strong></td>
</tr>
</tbody>
</table>

From July 1, 2019 to June 30, 2020, we have the following:

<table>
<thead>
<tr>
<th>Permit</th>
<th>Qty</th>
<th>Valuation</th>
<th>Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building Permits</td>
<td>642</td>
<td>15,020,427</td>
<td>251,549</td>
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<tr>
<td>Electrical Permits</td>
<td>372</td>
<td>2,866,186</td>
<td>53,195</td>
</tr>
<tr>
<td>Plumbing Permits</td>
<td>216</td>
<td>1,229,550</td>
<td>20,871</td>
</tr>
<tr>
<td>Mechanical Permits</td>
<td>248</td>
<td>1,974,695</td>
<td>36,793</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>21,090,858</strong></td>
<td><strong>$362,408</strong></td>
</tr>
<tr>
<td><strong>Total No of Permits</strong></td>
<td></td>
<td><strong>1478</strong></td>
<td></td>
</tr>
</tbody>
</table>
**HOMEOWNERS PF & RENTERS REBATE:**

Tax relief is available to financially eligible Wethersfield homeowners and renters who are elderly (aged 65 and older) and those who are permanently and totally disabled. Households whose income falls below $37,000 for individuals and $45,000 for married couples may qualify. **Homeowners apply between February 1 and May 15. Renters apply between April 1 and September 30.** Wethersfield residents can get eligibility information, ask questions regarding required documents needed, and make appointments to apply by calling the WETHERSFIELD SOCIAL SERVICE DEPARTMENT at 860-721-2977.

**Personnel from Social Services will be taking APPLICATIONS FOR RENTERS REBATE in the community on the following dates:**

<table>
<thead>
<tr>
<th>Location</th>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>100 EXECUTIVE SQUARE</td>
<td>Friday, April 24</td>
<td>9 am-12 pm</td>
</tr>
<tr>
<td></td>
<td>Wednesday, May 27</td>
<td>9 am-12 pm</td>
</tr>
<tr>
<td></td>
<td>Wednesday, August 19</td>
<td>9 am-12 pm</td>
</tr>
<tr>
<td>WETHERSFIELD HOUSING AUTHORITY</td>
<td>Thursday, April 29</td>
<td>9 am-12 pm</td>
</tr>
<tr>
<td>60 LANCASTER ROAD</td>
<td>Wednesday, July 29</td>
<td>10 am-12 pm</td>
</tr>
<tr>
<td>31 BUTLER STREET</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FIRST CHURCH VILLAGE</td>
<td>Friday, May 1</td>
<td>9 am-12 pm</td>
</tr>
<tr>
<td>LASHER COURT</td>
<td>Wednesday, August 26</td>
<td>10 am-12 pm</td>
</tr>
<tr>
<td>AHEPA SENIOR HOUSING</td>
<td>Wednesday, September 30</td>
<td>9 am-12 pm</td>
</tr>
<tr>
<td>1534 BERLIN TUNRIKE</td>
<td>Wednesday, September 2</td>
<td>9 am-12 pm</td>
</tr>
<tr>
<td>1532 BERLIN TUNPIKE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Type of Call</td>
<td>MONTH</td>
<td>YEAR</td>
</tr>
<tr>
<td>-----------------</td>
<td>-------</td>
<td>------</td>
</tr>
<tr>
<td>FIRES</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>RESCUES</td>
<td>4</td>
<td>4</td>
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<tr>
<td>HAZARDOUS</td>
<td>16</td>
<td>16</td>
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<tr>
<td>SERVICE</td>
<td>4</td>
<td>4</td>
</tr>
<tr>
<td>GOOD INTENT</td>
<td>13</td>
<td>13</td>
</tr>
<tr>
<td>FALSE ALARMS</td>
<td>11</td>
<td>11</td>
</tr>
<tr>
<td>OTHER</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>50</strong></td>
<td><strong>50</strong></td>
</tr>
</tbody>
</table>

**CALLS BY DAY OF WEEK**

<table>
<thead>
<tr>
<th>Day</th>
<th>50</th>
</tr>
</thead>
<tbody>
<tr>
<td>MONDAY</td>
<td>7</td>
</tr>
<tr>
<td>TUESDAY</td>
<td>6</td>
</tr>
<tr>
<td>WEDNESDAY</td>
<td>7</td>
</tr>
<tr>
<td>THURSDAY</td>
<td>10</td>
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<tr>
<td>FRIDAY</td>
<td>11</td>
</tr>
<tr>
<td>SATURDAY</td>
<td>5</td>
</tr>
<tr>
<td>SUNDAY</td>
<td>4</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>50</strong></td>
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<tr>
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<td>COMPANY 2</td>
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<td>COMPANY 3</td>
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<td>OTHER</td>
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<td>WEEKEND RESPONSE</td>
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<tr>
<td>CANCELED LIMITED RESPONSE</td>
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Limited response
Mon-Thur 18:00 - 6:00

Weekend response
Fri-Mon 18:00 - 6:00

Non-Limited Response
All other times
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<th>ALARM DATE</th>
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<tr>
<td>1/1/2020</td>
<td>2:00:02</td>
<td>Carbon monoxide incident</td>
<td>47 SPRUCE AVE / 00047 SPRUCE AVE /-</td>
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<tr>
<td>1/1/2020</td>
<td>11:49:54</td>
<td>Aircraft standby</td>
<td>1380 BERLIN TPKE / 1380 BERLIN TPK /-</td>
</tr>
<tr>
<td>1/1/2020</td>
<td>17:18:55</td>
<td>Smoke detector activation due to malfunction</td>
<td>60 LANCASTER RD / 60 LANCASTER RD /-</td>
</tr>
<tr>
<td>1/2/2020</td>
<td>12:13:55</td>
<td>Gasoline or other flammable liquid spill</td>
<td>WESTERN BLVD &amp; WESTWOOD DR / WESTERN BLVD</td>
</tr>
<tr>
<td>1/2/2020</td>
<td>12:45:36</td>
<td>Vehicle accident, general cleanup</td>
<td>SILAS DEANE HWY &amp; CHURCH ST / SILAS DEANE</td>
</tr>
<tr>
<td>1/6/2020</td>
<td>10:12:55</td>
<td>Smoke scare, odor of smoke</td>
<td>6 GOFF BROOK CIR / 6 GOFF BROOK CIR /-</td>
</tr>
<tr>
<td>1/6/2020</td>
<td>20:19:06</td>
<td>Vehicle accident, general cleanup</td>
<td>0 I-91 North HWY</td>
</tr>
<tr>
<td>1/7/2020</td>
<td>10:39:43</td>
<td>Unintentional transmission of alarm, Other</td>
<td>551 SILAS DEANE HWY / SILAS DEANE MIDDLE</td>
</tr>
<tr>
<td>1/7/2020</td>
<td>18:14:15</td>
<td>Good intent call, Other</td>
<td>42 CRYSTAL ST / 42 CRYSTAL ST /-</td>
</tr>
<tr>
<td>1/7/2020</td>
<td>20:54:58</td>
<td>Extrication of victim(s) from vehicle</td>
<td>WOLCOTT HILL RD &amp; MORRISON AVE / WOLCOTT</td>
</tr>
<tr>
<td>1/7/2020</td>
<td>23:42:40</td>
<td>Smoke detector activation due to malfunction</td>
<td>76 COUNTRY CLUB RD / WETH COUNTRY CLUB /-</td>
</tr>
<tr>
<td>1/9/2020</td>
<td>7:51:22</td>
<td>Steam, vapor, fog or dust thought to be smoke</td>
<td>50 DIX RD / 50 DIX RD /-</td>
</tr>
<tr>
<td>1/9/2020</td>
<td>8:23:00</td>
<td>Steam, vapor, fog or dust thought to be smoke</td>
<td>210 PINE LN / 210 PINE LN /-</td>
</tr>
<tr>
<td>1/9/2020</td>
<td>15:26:04</td>
<td>Vehicle accident, general cleanup</td>
<td>PROSPECT ST &amp; MAPLE ST / PROSPECT ST / MAPL</td>
</tr>
<tr>
<td>1/10/2020</td>
<td>13:58:24</td>
<td>Smoke scare, odor of smoke</td>
<td>37 GLENWOOD DR / 37 GLENWOOD DR /-</td>
</tr>
<tr>
<td>1/10/2020</td>
<td>19:14:23</td>
<td>Steam, vapor, fog or dust thought to be smoke</td>
<td>89 WOODSIDE DR / 89 WOODSIDE DR /-</td>
</tr>
<tr>
<td>1/11/2020</td>
<td>10:54:42</td>
<td>Vehicle accident, general cleanup</td>
<td>I-91 NORTH / RT 3</td>
</tr>
<tr>
<td>1/12/2020</td>
<td>3:31:57</td>
<td>CO detector activation due to malfunction</td>
<td>19 CEDAR ST / 19 CEDAR ST /-</td>
</tr>
<tr>
<td>1/12/2020</td>
<td>14:59:52</td>
<td>Unauthorized burning</td>
<td>141 WILMONT ST / 141 WILMONT ST /-</td>
</tr>
<tr>
<td>1/15/2020</td>
<td>5:53:40</td>
<td>Motor Vehicle Accident with no injuries</td>
<td>I-91 NORTH 26 ENTRANCE / GREAT MEADOW RD</td>
</tr>
<tr>
<td>1/15/2020</td>
<td>11:17:49</td>
<td>Oil or other combustible liquid spill</td>
<td>WELLS RD &amp; LINDBERGH DR / WELLS RD / LINDBE</td>
</tr>
<tr>
<td>1/15/2020</td>
<td>21:42:01</td>
<td>Good intent call, Other</td>
<td>146 BOULTER RD / 146 BOULTER RD /-</td>
</tr>
<tr>
<td>1/16/2020</td>
<td>11:05:08</td>
<td>Vehicle accident, general cleanup</td>
<td>17 WILCOX ST / 17 WILCOX ST /-</td>
</tr>
<tr>
<td>1/17/2020</td>
<td>8:04:10</td>
<td>Malicious, mischievous false call, Other</td>
<td>186 NOTT ST</td>
</tr>
<tr>
<td>1/17/2020</td>
<td>16:41:42</td>
<td>Vehicle accident, general cleanup</td>
<td>RT 3 / RT 3 EXIT I-91 SOUTH</td>
</tr>
<tr>
<td>1/17/2020</td>
<td>22:54:06</td>
<td>Carbon monoxide incident</td>
<td>69 BITTERSWEET HL / 69 BITTERSWEET HL /-</td>
</tr>
<tr>
<td>1/19/2020</td>
<td>12:08:02</td>
<td>Water or steam leak</td>
<td>341 JORDAN LA</td>
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<tr>
<td>1/20/2020</td>
<td>13:57:47</td>
<td>Malicious, mischievous false call, Other</td>
<td>1345 Silas Deane HWY</td>
</tr>
<tr>
<td>1/20/2020</td>
<td>14:26:32</td>
<td>Motor Vehicle Accident with no injuries</td>
<td>MAPLE ST &amp; MILL ST / MAPLE ST / MILL ST</td>
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<tr>
<td>1/20/2020</td>
<td>19:32:30</td>
<td>Smoke detector activation due to malfunction</td>
<td>1320 Berlin TPK</td>
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<tr>
<td>1/20/2020</td>
<td>19:47:04</td>
<td>Good intent call, Other</td>
<td>1310 Berlin TPK</td>
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<tr>
<td>Date</td>
<td>Time</td>
<td>Event Description</td>
<td>Location Details</td>
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<tr>
<td>1/21/2020</td>
<td>10:10:26</td>
<td>Building fire</td>
<td>24 WOLCOTT HILL RD / DEPT OF CORRECTION /-</td>
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<tr>
<td>1/23/2020</td>
<td>14:08:31</td>
<td>Steam, vapor, fog or dust thought to be smoke</td>
<td>36 MILL ST / YANKEE DENTAL ARTS /-</td>
</tr>
<tr>
<td>1/23/2020</td>
<td>21:09:57</td>
<td>Smoke scare, odor of smoke</td>
<td>911 MAPLE ST / 911 MAPLE ST /-</td>
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<tr>
<td>1/24/2020</td>
<td>15:26:45</td>
<td>Good intent call, Other</td>
<td>30 RUTLEDGE RD / 30 RUTLEDGE RD /-</td>
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<td>1/24/2020</td>
<td>17:28:08</td>
<td>Gasoline or other flammable liquid spill</td>
<td>110 WELLS FARM DR / 110 WELLS FARM DR /-</td>
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<tr>
<td>1/24/2020</td>
<td>20:20:52</td>
<td>Smoke scare, odor of smoke</td>
<td>226 PROSPECT ST / MITCHELL HOUSING / 404 /-</td>
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<tr>
<td>1/25/2020</td>
<td>11:14:08</td>
<td>Smoke detector activation, no fire - unintentional</td>
<td>33 TWO STONE DR / 33 TWO STONE DR /-</td>
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<tr>
<td>1/25/2020</td>
<td>18:50:33</td>
<td>Arcing, shorted electrical equipment</td>
<td>496 WOLCOTT HILL RD / 496 WOLCOTT HILL RD</td>
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<td>1/25/2020</td>
<td>19:22:08</td>
<td>Smoke detector activation, no fire - unintentional</td>
<td>211 MAIN ST / WEBB HOUSE /-</td>
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<tr>
<td>1/25/2020</td>
<td>22:39:43</td>
<td>Steam, vapor, fog or dust thought to be smoke</td>
<td>RT 5-15 SOUTH 85 ENTRANCE / SILAS DEANE HW</td>
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<td>1/26/2020</td>
<td>17:49:16</td>
<td>Water or steam leak</td>
<td>23 Mt Laurel DR / 24</td>
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<tr>
<td>1/27/2020</td>
<td>09:23:41</td>
<td>Gas leak (natural gas or LPG)</td>
<td>51 WILLOW ST</td>
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<td>1/28/2020</td>
<td>16:12:36</td>
<td>Building fire</td>
<td>170 RIDGE RD</td>
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<tr>
<td>1/29/2020</td>
<td>12:54:38</td>
<td>Service Call, other</td>
<td>24 WOODLAND ST / 24 WOODLAND ST /-</td>
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<td>1/30/2020</td>
<td>09:22:09</td>
<td>Vehicle accident, general cleanup</td>
<td>0 I-91 North HWY / n exit 25</td>
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<td>1/30/2020</td>
<td>14:19:16</td>
<td>Smoke detector activation due to malfunction</td>
<td>1320 Berlin TPK</td>
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<tr>
<td>1/31/2020</td>
<td>17:31:30</td>
<td>CO detector activation due to malfunction</td>
<td>6 FOREST DR / 6 FOREST DR /-</td>
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<tr>
<td>1/31/2020</td>
<td>19:07:22</td>
<td>Removal of victim(s) from stalled elevator</td>
<td>449 SILAS DEANE HWY / 449 SILAS DEANE HWY</td>
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<tr>
<td>FIRE MARSHALS OFFICE ACTIVITY REPORT</td>
<td>2020</td>
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<td><strong>PUBLIC EDUCATION - FIRE PREVENTION</strong></td>
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<td>FIRE DRILLS/LOCK DOWN DRILLS</td>
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<td>FIRE PREVENTION/TRAINING</td>
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<td>EMERGENCY MANAGEMENT</td>
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<td>TOTAL PUBLIC EDUCATION - FIRE PREVENTION</td>
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<td><strong>TOTAL</strong></td>
<td>151</td>
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</table>
YOU MUST BE IN THE PARTY TO VOTE IN THAT PRIMARY.

“In an election cycle that started almost two years ago, we are finally in the home stretch,” said Secretary Merrill. “Although the deadline to switch from one party to another has passed, new voters and unaffiliated voters can go to myvote.ct.gov/register and register online by April 23rd, or go to their town hall to register in person by noon on April 27th. Connecticut voters will have many candidates to choose between in the April 28th primaries, all that is left to do is get out there and vote!” Absentee ballots: 4/7/2020

The following Democratic candidates were selected to appear on the ballot (listed in alphabetical order):

Joe Biden
Michael Bloomberg
Pete Buttigieg
Tulsi Gabbard
Amy Klobuchar
Bernie Sanders
Tom Steyer
Elizabeth Warren

The following Republican candidates were selected to appear on the ballot (listed in alphabetical order):

Rocky De La Fuente
Donald Trump
Bill Weld

Those candidates will be notified by registered mail with return receipt requested. Candidates may request that their names be omitted from the ballot as long as they make a request in writing by 12:00pm on March 23rd.
The following report is a look back and summary of the accomplishments and efforts that were undertaken over the past year to make Wethersfield a better place to live, work and play. Many thanks to all of the volunteers, partners and stakeholders who actively participate in and support these efforts.

Planning and Economic Development Department - Mission

The mission of the Planning and Economic Development Department:

“To provide effective planning and economic development services that will guide the orderly growth, development, and expansion of a diverse tax base, while creating jobs and improving the quality of life in the Town of Wethersfield.”

This mission is to be accomplished through the implementation of policies, strategies, and programs as adopted in the Town’s Plan of Conservation and Development, Economic Development Strategic Plan, and other specific area plans and through the use of the Town’s business assistance programs, marketing strategies, ordinances, zoning and subdivision regulations.

The Department is staffed by the Economic Development Manager/Town Planner and the Assistant Planner.

The Department administers the planning and economic development activities for the Town of Wethersfield through five (5) programmatic areas:

1. Economic Development/Redevelopment
2. Development Permitting
3. Planning
4. Heritage Tourism
5. Grant Administration

Boards and Commissions

The Planning and Economic Development Department staff provides technical assistance and administrative support for a variety of volunteer Boards and Commissions including:

- The Planning and Zoning Commission (PZC),
- The Economic Development and Improvement Commission (EDIC),
- Redevelopment Agency,
- Heritage Tourism Commission, and
- The Design Review Advisory Committee (DRAC).
Additionally, two (2) subcommittees were recently created and staff support these efforts:

- Bicycle and Pedestrian Stakeholders Committee, and
- Old Wethersfield Parking Study Committee.

Each year, thousands of hours of time is volunteered by the many members of these Boards and Commissions in the effort to make Wethersfield a better community.

During 2019, the Department supported and/or participated in ninety-one (91) public meetings.

**Development Activity**

The Department’s regulatory function is guided by a nine (9) member Planning and Zoning Commission (PZC) whose volunteer members formulate land use and development policy and implement regulations for zoning and the subdivision of land in the community.

Another five (5) citizen volunteers participate in the development review process as members of the Design Review Advisory Committee (DRAC), playing a key role in implementing the Town’s land use and development regulations. During 2019, thirty-six (36) applications were processed by the PZC and DRAC.

**Development Coordination**

Staff provide assistance and counsel to persons and businesses interested in development opportunities within the community and coordinate the interdepartmental permit review process and acts as the “point of contact” for individuals looking to conduct business in Town. This work is accomplished in partnership with many other Departments, including: Building, Engineering, Fire Marshal and the Health District.

During 2019, staff responded to over fourteen hundred (1,400) development related inquiries.

**Building Permits**

During 2019, a total of eighty-four (84) commercial building permits were processed by the Planning Department totaling $23,247,877 in construction value. A total of 2,223 building permits were issued by the Town in 2019 an increase of 15% from the previous year. The value of this permit activity was $48,768,411 which was an increase of 109% from the previous year and one of the highest years on record. Commercial valuation increased by 117% from the previous year and was also reported as one of the busiest years on record.

**Development Projects**

Among the major projects approved, under construction or completed in 2019 include:

- Conversion of the vacant former CCMC School at 170 Ridge Road into 34 residential apartment units.
- Conversion of the former office building at 1160 Silas Deane Highway into 39 apartment units and first floor office space as part of the Borden project.
- Construction of a new 7-Eleven and Pizza Hut at 1812 Berlin Turnpike.
- Construction of a new 10,000 s.f. day care center at 88 Executive Square (The Learning Experience).
• Reconstruction of the former Cove Deli building at 285 Main Street for the purpose of creating a new restaurant (Noci’s Kitchen).
• Conversion of the former Blades Salon building at 161 Main Street for the purposes of a new restaurant (The Charles).
• An outdoor event venue along the banks of the Connecticut River at 100 Great Meadow Road.
• Redevelopment of the former Church Homes property at 275 Ridge Road and the construction of a new building for 64 apartment units.
• An addition to the Webb Deane Stevens Museum at 211 Main Street for the purposes of adding a new education and visitor’s center.
• Approved plans for the construction of a new building at 24 Maple Street for the purposes of a new restaurant (ABC Burger).
• Demolition of the former Fun Zone building at 1178 Silas Deane Highway and construction of a new mixed use building that will contain 111 apartments and ground level retail and restaurant space as part of the Borden project.
• Demolition of the former Puritan Furniture building at 1210 Silas Deane Highway for the purposes of the redevelopment of the site for medical office tenants.
• Construction of two (2) new buildings for retail and warehouse space at the Cedar Mountain Stone and Mulch site at 1943 Berlin Turnpike.

**Economic Development and Redevelopment**

The Town of Wethersfield implements a variety of programs, events and initiatives to assist with the orderly growth, development, and expansion of the Town’s tax base, job creation and improvements to the quality of life in Town.

**Economic Development and Improvement Commission**

The Economic Development and Improvement Commission (EDIC) oversees a variety of economic development programs that the Town has created to assist the business and development community. The EDIC is an eleven (11) member volunteer Commission established to:

> “Promote Wethersfield as an attractive location for new business, retain and expand our valued existing businesses and to increase the tax base and employment opportunities in Wethersfield.”

The commission coordinates the activities of all organizations interested in promoting economic development in the town. The commission works closely with the Town Council, the Wethersfield Chamber of Commerce, the Heritage Tourism Commission, the Planning and Zoning Commission and the Redevelopment Agency.

**Redevelopment Agency**

In 2019, the Town Council reauthorized the Redevelopment Agency. This five (5) member Agency was created to “Promote the redevelopment and revitalization of the limited available commercial lands and buildings in Wethersfield in ways which implement the Town’s Plan of Conservation and Development. To achieve redevelopment and revitalization through partnerships with property owners, tenants, potential developers, and state, federal and regional government agencies. To pursue actions that will
leverage private investment, increase property values, create quality development, and provide entrepreneurial and employment opportunities.”

In 2019 the Agency initiated conversations with property owners and developers interested in the redevelopment of several key sites in Town. The Redevelopment Agency also initiated a temporary moratorium on self-storage development in partnership with the Planning and Zoning Commission.

**Business Openings**

In 2019, the EDIC reported that there were forty (40) business openings in Wethersfield. The Commission supported many of these businesses with ground breaking or ribbon cutting ceremonies. During 2019 the Commission celebrated nine (9) of these events.

Some of the business activity that occurred last year included:

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Name</th>
</tr>
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<tbody>
<tr>
<td>7-Eleven/Apple Green</td>
<td>275 Ridge</td>
<td>Grange Fresh</td>
</tr>
<tr>
<td>Verizon</td>
<td>Slip Away River Tours</td>
<td>The Learning Experience</td>
</tr>
<tr>
<td>Jackson Hewitt</td>
<td>Sprint</td>
<td>Zen’s Toyland</td>
</tr>
<tr>
<td>Axe-It</td>
<td>Annpurna</td>
<td>Crunch Fitness</td>
</tr>
<tr>
<td>Pediatric Health</td>
<td>Village Chiropractic</td>
<td>The Borden @ 1160</td>
</tr>
</tbody>
</table>

**Special Events**

During 2019, the Commission sponsored or participated in four (4) special community events in support of the business community;

- In January, in partnership with the Chamber of Commerce participated in the annual State of the Town Breakfast to report on economic development activity over the past year.
- In April, the Commission hosted a training event “Fundamentals of Economic Development A Transformational Approach” in partnership with CERC and CEDAS.
- In November, the Commission in partnership with the CT Green Bank hosted a breakfast meeting to promote funding opportunities for energy efficiency through the C-Pace program.
- In December, the Commission hosted the annual Salute To Business and Holiday Social and recognized a variety of local business achievements over the past year.

Over two-hundred and fifty (250) businesses were represented at these events in 2019.

**Developer/Property Owner Contacts**

Over the past year, the EDIC, Redevelopment Agency and staff consulted with numerous developers, property owners, business owners and representatives with interest in doing business in Wethersfield. This effort resulted in conversations regarding ninety-two (92) individual commercial businesses or properties in Wethersfield.

**Social Media, Marketing and Communications**

In 2019, the Commission initiated three (3) new social media efforts in support of the Town’s economic development programs. In October, the Commission established a new Facebook presence through the creation of the Wethersfield Planning and Economic Development Facebook page and in November with
the creation of the Wethersfield CT Economic Development & Improvement @wethctedic Twitter account. Both of these efforts are designed to promote and share the good news about economic development in Town.

The EDIC has also launched a new website thegreatelm.com (The Great Elm) designed to share information about the things that are important to the residents of Wethersfield. The website helps individuals and families find local groups and organizations, events, community meetings and local things to do.

Over eight-hundred (800) events and community meetings were listed and promoted through the Great Elm website during 2019.

By the end of 2019 the Great Elm Facebook had 844 Followers and reported 198,220 impressions.

Staff also maintain a database of business and property owner email contacts which is used to share news about business activity and community events and meetings. There are presently 1,400 contacts in this database.

During 2019 staff produced four (4) development status reports for the EDIC and Town Council.

**Media Coverage**

Staff respond to numerous media inquiries each year to assist with news stories. Wethersfield development activity and local businesses were highlighted in a wide variety of media outlets during 2019. At least forty-seven (47) stories were written or produced that featured Wethersfield businesses and/or projects. The stories appeared in:

- The Hartford Business Journal
- CT Mirror
- New Haven Biz
- Wallet Hub
- Connecticut Economic Digest
- Inside Self Storage
- Hartford Courant
- WFSB
- New England Real Estate Journal
- Fox 61
- MassLive.com
- Journal Inquirer
- WNPR
- Hartford Magazine
- WTNH

Stories included coverage of the following:

- The Borden Apartments
- Puritan Furniture Redevelopment
- Gordon Bonetti Florist
- D and D Market
- Self-Storage Moratorium
- Best Small Cities
- City Fish Market
- Integrity N Music
- El Pollo Guapo
- Marshall’s Plaza
- That Bookstore
- Village Pizza
- ABC Burger
- Old Wethersfield Country Store
- Lucky Lou’s
- River Restaurant
- Chase Bank
- The Learning Experience
- Xvivo
- CBS Xerox
Business Incentives

The Town actively promotes its three (3) business incentive programs to encourage investment in the community:

- **C-PACE** - The Town of Wethersfield is a C-PACE eligible community. This program allows building owners access to financing for costs associated with eligible energy efficiency projects.
- **Façade Improvement Program** - The Town of Wethersfield has established a matching loan program to provide a source of financial assistance to commercial property owners and tenants for exterior enhancements to properties located in the town’s business districts.
- **Tax Incentive Program** - The Town of Wethersfield has adopted this tax incentive policy in accordance with Connecticut General Statute 12-65b and 12-65h (as amended). This policy allows the Town to enter into written agreements with the owners and/or lessees of certain real property located within the Town in order to fix tax assessments of real property.

During 2019, staff distributed twenty-one (21) incentive information packages to interested developers and property owners.

Planning

The basis for all land development regulation and permitting are the Town’s land use and development policies and plans. Planning Department staff work with the Planning and Zoning Commission and other Town Departments and staff in undertaking plans and studies that help to better understand and respond to emerging trends and future community needs. Below is a summary of the major planning projects Department staff have been leading over the past year:

**Old Wethersfield Parking Study**

In an effort to assess the current and future parking demands for the Old Wethersfield business district staff initiated an update to the previous parking study (1998) conducted for the Village Business (VB) District. The study includes an inventory of existing parking resources, a parking demand study, a community survey and a robust community engagement process. The final recommendations are expected to be provided in the first quarter of 2020.

**Bicycle and Pedestrian Plan**

In partnership with Bike Walk Wethersfield staff are preparing the Town’s first Bicycle and Pedestrian Plan. Working with a Stakeholders Committee consisting of community members and Town staff the planning process has included an inventory of existing conditions, a community survey, public workshops and significant public involvement. It is anticipated that the final document will include both a pedestrian and bicycle improvement plan for inclusion in the Town’s Plan of Conservation and Development.
Complete Streets Policy

Working closely with the Town Engineer and the Bicycle and Pedestrian Stakeholders Committee staff have prepared a draft Complete Streets Policy. A Complete Streets vision states a community’s commitment to integrate a Complete Streets approach into their transportation practices, policies, and decision-making processes. This policy will be submitted to the Town Council alongside of the final Bicycle and Pedestrian Plan in 2020.

Self-Storage Moratorium

Over the past few years several developers have contacted the Department with an interest in the development of additional self-storage facilities in Town. The Redevelopment Agency studied this issue and suggested that the Town’s zoning regulations should be reviewed for potential revisions. The Agency filed an application to the PZC to establish a moratorium to provide the opportunity to review and possibly revise the Town’s zoning regulations for this type of development activity. In September the PZC adopted a temporary moratorium for the submission and receipt of applications for self-storage facilities in the community. The Agency is presently studying this issue.

Heritage Tourism

Since 1999 the Wethersfield Heritage (Tourism) Commission has overseen the promotion of Wethersfield to visitors. The mission of the Wethersfield Heritage Commission is:

1. To develop, recommend and coordinate proposals and programs and methods to assist, initiate, encourage and sponsor activities in all fields of culture and the arts for Wethersfield; and

2. To strengthen the local visitor experience, promote business development in Wethersfield, enhance tourism opportunities, and enhance interpretive aspects of the community.

The Commission consists of eleven (11) members representing various community organizations and interests and has established a number of ongoing programs:

- The maintenance of a tourism specific website and social media presence to promote the Historic Wethersfield brand www.historicwethersfield.org
- Design and distribution of high quality color print collateral to promote the sites and attractions found in Wethersfield.
- A marketing and media campaign to promote the brand through press releases, newspaper, magazine, radio and television promotions.
- Maintenance of a year round calendar of events.
- Distribution of a monthly E-Newsletter promoting local events and news.
- Visitor inquiry information packets for distribution to interested potential visitors.
- Partnerships and coordination with State, Regional and local tourism stakeholders.
- Support of special events and projects designed to improve the visitor experience.
- Management of a number of grant-funded projects.
Digital Marketing - Websites and Social Media

The Historic Wethersfield brand is promoted through a variety of social media platforms including the Historic Wethersfield website and a Twitter, Instagram and Facebook account. Additionally, a YouTube channel has been created and a monthly E-Newsletter is maintained and distributed.

A partnership has been established with Visit New England.com and CTM Media to further spread the word about Wethersfield.

Each of these platforms experienced significant increases in viewership over the past year.

During 2019, the following insights were reported:

<table>
<thead>
<tr>
<th></th>
<th>Subscribers/Followers</th>
<th>Impressions</th>
<th>Views</th>
</tr>
</thead>
<tbody>
<tr>
<td>Twitter</td>
<td>324</td>
<td>55,585</td>
<td></td>
</tr>
<tr>
<td>Instagram</td>
<td>1,662</td>
<td>213,792</td>
<td></td>
</tr>
<tr>
<td>Facebook</td>
<td>3,343</td>
<td>832,916</td>
<td></td>
</tr>
<tr>
<td>YouTube</td>
<td>100</td>
<td>3,001</td>
<td></td>
</tr>
<tr>
<td>Website</td>
<td></td>
<td>101,922</td>
<td></td>
</tr>
<tr>
<td>Newsletter</td>
<td>947</td>
<td>12,107</td>
<td></td>
</tr>
<tr>
<td>Visit New England.com</td>
<td></td>
<td>162,870</td>
<td></td>
</tr>
<tr>
<td>Exploreboard (CTM Media)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>I-95 Service Centers</td>
<td></td>
<td>90,919</td>
<td></td>
</tr>
<tr>
<td>Visitor Network</td>
<td></td>
<td>87,366</td>
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</table>

Print Material

The Commission continues to design, print and distribute a variety of high quality print collateral to promote the sites and attractions found in Wethersfield. The Commission has designed two (2) seasonal rack cards (summer and fall) and each year they are distributed as follows:

- Connecticut State Welcome Centers 50,000
- Eastern Connecticut and Mystic
- I-84 and I-91 CT Hotels
- I-91 Massachusetts Hotels
- CT AAA Tourism Information Centers

Additionally, print ads were placed in the following publications:

- CT Visitor Map 100,000
- Greater Hartford Visitor and New Resident Guide 10,000

The Commission also designed, printed and distributed 2,000 brochures/maps highlighting the Heritage Walk.

2,000
Media Coverage

Wethersfield tourism and heritage was featured in a number of media outlets in 2019. More than a twenty (20) stories, blogs and articles appeared:

- NBC CT
- Hamlet Hub
- WTNH
- Essentially America UK
- USA Today
- Full Power Radio
- Getaway Mavens
- Connecticut Magazine
- Archaeology
- Live Science
- Visit New England
- Greater Hartford Visitor and New Resident Guide
- Fox 61
- Boston.com

These stories included coverage of the Lifetime Channel Christmas Movie - Rediscovering Christmas, the start up of Slip Away River Tours, the Webb Deane Stevens Museum Visitor Center addition, the Archaeological Dig at the Webb Deane Stevens Museum, Cove Side Carnival, Porchfest, Fall Foliage, Witch History and Christmas Holiday Season.

Event Calendar

The Commission has taken a leading role in the community to coordinate and maintain a comprehensive listing of community events that occur each year. Over two-hundred (200) local events were listed and promoted through the Historic Wethersfield website and the E-Newsletter distribution. Twelve (12) E-Newsletters were distributed in 2019 with over 12,000 views.

Grant Administration

During the past year the following grants were managed by the Department:

Community Connectivity Grant Program (CCGP)

In January the Town was notified by the State of Connecticut Department of Transportation that a $393,300 grant was awarded for a series of pedestrian and bicycle safety improvements in various locations in Old Wethersfield through the CCGP program. In partnership with the Engineering Department preliminary plans were prepared and a public information meeting was held in October to solicit community input on the preliminary designs.

AARP Community Challenge Grant

In partnership with Bike Walk Wethersfield and the Central Connecticut Health District (CCHD) staff filed an application to AARP’s Community Challenge Grant for funding for a variety of bicycle and pedestrian improvement projects. In July the Town was awarded $10,000 from AARP to be used for the installation of bike racks, benches, bike/walking route maps and signage throughout the community.
Transportation Alternatives (TA) Set Aside Grant

In partnership with the Engineering Department staff coordinated the preparation and submission of a $1,800,000 grant application to the Capital Region Council of Government (CRCOG) for funds to improve the Heritage Way Bike Trail with a connection to the planned Putnam Bridge Trail. The project includes a series of bicycle and pedestrian improvements along Marsh Street and Great Meadow Road that will connect Old Wethersfield’s Main Street with the planned Putnam Bridge Multi Modal shared use trail on Great Meadow Road at the intersection with I-91 exit 25 off-ramp. The project was not selected for funding and staff will be researching other funding sources.

Continuing Education and Training

Staff attended or participated in a variety of educational and training sessions in 2019 covering the following subject matter:

- Bicycle Safety
- Economic Development Marketing
- The Development Process
- Business Creation
- Zoning Enforcement
- Façade Improvement Program
- Social Media
- Green Energy
- Business Incubators
- Art of Planning
- Brownfields
- Tax Increment Financing
- Multi-Family Housing
- Form Based Codes

Special Projects

The Department coordinated a number of special projects for the Town over the past year.

Community Photo Contest

In November, in partnership with the Heritage Tourism Commission staff advertised and promoted the Annual Community Photo Contest. Staff administer the contest submissions and judging and in December coordinated the award program at the Salute to Business event.

Town Guide and Calendar

Each year staff work closely with the Town Manager’s office to research, design and publish the Town’s Annual Guide and Calendar for distribution to the community. The Guide includes a directory of community information, important phone numbers and a list of community organizations. A calendar of community events and meeting dates is also included in the Guide. The Guide is enhanced through the use of the photos submitted by the Community Photo Contest.

2020 Census

Staff have been coordinating with the U.S. Census Bureau in preparation for the 2020 census count.

Location Assistance – Rediscovering Christmas Movie

During July, August and September staff assisted the location coordinator for the Lifetime Channel Christmas Movie with potential film locations throughout the community. This is the second year in a row that a movie has been filmed in Wethersfield and staff have assisted in the location coordination.
Old Wethersfield Business Directory and Map
The Heritage Commission has retained local graphic artist Phil Lohman to design and prepare a new free standing kiosk to list businesses and visitor destinations in Old Wethersfield. The kiosk will be modeled after the Heritage Walk kiosks and will contain a map highlighting business and visitor destinations.
Wethersfield Shade Tree Commission Meeting Agenda – 3 - 2020

For Monday March 9th, 2020 @7pm in the Employee Lounge, Lower Level, Town Hall

1- Call to Order

2- Public Comment

3- Old Business –
   Approve February minutes.

4- New Business–
   Discuss Spring 2020 tree planting goal.

5- February Work Completed –

   2/3 – 2/7 –
   -chipped Christmas trees
   -pruned 2 oak trees at 284 Brimfield
   -pruned multiple trees along Folly Brook between Prospect & Brimfield to provide functional clearances, safety, and tree health
   -removed split willow stem over Wells Rd sidewalk (near Colonel Chester)
   -pruned crabapple at/near 32 Church St
   -balloon stuck in tree at Wedgewood & Old Reservoir removed

   2/10 – 2/14 –
   -chipped Christmas trees
   -removed dead red maple at/near 37 Hillsdale Ave
   -February Shade Tree Commission meeting
   -stump removals at multiple locations

   2/18 – 2/21 –
   -3 trees pruned at town hall near building and upper parking lot
   -pruned multiple trees in Bunce/Wheeler neighborhood
   -small ash tree removed behind WHS track

   2/24 – 2/28 –
   -multiple trees pruned at Bunce & Wolcott and Wolcott & Brimfield to provide functional clearances, improve sightlines, safety, and tree health, 19 trees total

6- Adjourn
Wethersfield Board of Education  
127 Hartford Avenue  
Wethersfield, CT 06109-2798  

Agenda for the Meeting of the Board of Education  
Tuesday, March 10, 2020  
7:00 p.m., Town Hall Council Chambers  
505 Silas Deane Highway

1. Call to Order  
a. Roll Call for Quorum  
b. Pledge of Allegiance

2. Student/Staff Recognition/Presentations

3. Approval of Minutes of Previous Meetings  
a. February 25, 2020 Regular Board of Education Meeting (Ref. 1)

4. Public Comment

5. Communications

6. Action Items  
a. Recommended Motion: Presentation and Approval of the 2020-2021 Operating Budget (Ref. 2)

7. Reports/Discussion Items  
a. Instructional Technology Presentation (Ref. 3)  
b. Announcements/Information (Ref. 4)

8. Board of Education  
a. Meetings Held (Ref. 5)  
  Student Programs & Services Committee, 02.26.20  
  Wethersfield Early Childhood Collaborative (WECC), 03.09.20  
b. Meetings Scheduled  
  Memorial Day Parade Committee, (03.11.20 @ 7:15 p.m.)  
  Student Programs & Services Committee, (03.17.20 @ 6:30 p.m.)  
  CREC Council, (03.18.20 @ 11:30 a.m.)  
  Finance & Operations Committee, (03.24.20 @ 6:00 p.m.)

9. Unfinished Business

10. Public Comment

11. Board Comments

12. Adjournment
A G E N D A
HISTORIC DISTRICT COMMISSION
PUBLIC HEARING/PUBLIC MEETING
WETHERSFIELD TOWN HALL
TOWN MANAGER’S CONFERENCE ROOM – FIRST FLOOR
505 SILAS DEANE HIGHWAY, WETHERSFIELD, CT
March 10, 2020 - 7:30 p.m.

PUBLIC HEARING
1. Application #4981-20  Webb-Deane-Stevens Museum, seeking to install five foot wood fence between the Webb House and Deane House to screen new generator at 211 Main Street. (Last day to act: March 24, 2020)
2. Application #4984-20  Gauthier Builders LLC, seeking to build a new construction single family home with Mastic Cedar Discovery 7” siding in Wicker color, Clopay Coachman Series garage door, Andersen 400 Series 6/1 windows in black color, bluestone front porch, and recycled red brick chimney at 9 Center Street. (Last day to act: March 24, 2020)
3. Application #4987-20  Town of Wethersfield, seeking to install eleven 34.25” high black metal bike rack hoops with “Historic Wethersfield” cutout logo in six locations throughout district, from an AARP Community Challenge grant, in Old Wethersfield.
4. Application #4988-20  Kristina Cantwell, seeking to install solar panels on entire roof of home, also on front of garage roof, with electrical boxes on sides of home at 14 Avalon Place.
5. Application #4989-20  Anastas Premto, seeking to install solar panels on front left roof of home with electricals on right side of home at 71 Northbrick Lane.

PUBLIC MEETING
1. Application #4981-20  Webb-Deane-Stevens Museum
2. Application #4984-20  Gauthier Builders LLC
3. Application #4987-20  Town of Wethersfield
4. Application #4988-20  Kristina Cantwell
5. Application #4989-20  Anastas Premto

1. Approval of Minutes of: February 25, 2020

2. Other Business
   a. Public comments on general matters of the Historic District
   b. Report of the Historic District Coordinator
   c. Voting of Officers

3. Correspondence

4. Adjournment

cc: Town Manager, Town Clerk, Steve Lattarulo, Fred Valente, Anthony Arborio, Debbie Picard, Charles Morrison, Assessor, Engineering, Fire Marshal, Planning and Zoning, Applicants, File
I. Call to Order

II. Bill Thomas - Leader of Embracing Diversity in South Windsor - Description of the program and questions.

III. Approval of minutes

IV. Continued and New Business

V. Future Meeting Dates/Priorities for 2020
   May 13th
   September 9th
   November 11th

VI. Adjourn
A. Call To Order

B. Public Comments

C. Minutes – Meeting February 12, 2020

D. Letters and Announcements

E. Old Business.
      a. Future goals and objectives
      b. Commission vacancies
   2. Memorial Day Parade Liaison report

F. New Business
   1. Possible meeting location change

G. Board Member Comments

H. Adjournment.
Town of Wethersfield
Economic Development & Improvement Commission (EDIC)
and Redevelopment Agency
Joint Meeting – Thursday March 12, 2020 – 12:00 P.M.
Town Hall, Town Manager’s Conference Room
AGENDA

1. Call to order

2. Attendance and Quorum (6 members required EDIC)   (4 members required Redevelopment)

3. Old Business  a. Development Project Updates  
   b. Storage Facility Moratorium

4. New Business a. Goals/Projects For 2020/Strategic Plan  
   b. Business Outreach Initiative  
   c. Sustainable CT Certification

5. Other Business

6. Reports a. Town Manager’s Report  
   b. Town Council Liaison’s Report  
   c. Planning & Zoning Commission Liaison's Report  
   d. Heritage Tourism Commission Liaison’s Report  
   e. Chamber of Commerce Liaison’s Report

7. Chairman’s Report

8. Sub-Committee Reports  
   a. Marketing and Communications  
   b. Financial Strategies

9. Minutes – February 2020 Meeting

10. Next Meeting – Thursday April 9, 2020

11. Correspondence

12. Adjournment