WEEKLY MANAGEMENT REPORT
Frederick Presley, Town Manager
June 24, 2022

TOWN MANAGER:

OFFICE OF THE TOWN MANAGER

The Wethersfield COVID positivity rate is 25.3/100,000. Though still very high, numbers are now trending downward. The Health District advises wearing masks. If you need N95 masks or COVID test kits, please call the Town Manager’s Office at 860-721-2801.

Town Manager’s Report:

I attended the Wethersfield High School Graduation last Friday night. It was truly a wonderful community event and the weather was perfect. Congratulations to all of the new graduates and best of luck to you all as you begin the next chapter of your lives!

Last week I also met with Representatives Amy Morrin Bello and Kerry Wood to discuss upcoming funding opportunities for the Town as well as Town priorities. Representative Wood asked that we pass along that there will be a Freight Railroad Meeting, June 29th at 5:00 PM. The Genesee & Wyoming Railroad and DOT will be giving a presentation about the history and future of the freight rail line that runs through Wethersfield and Rocky Hill. The meeting is being hosted at the Rocky Hill Senior Center by State Rep. Kerry Wood. Information can be found at: https://www.facebook.com/photo/?fbid=457159122887348&set=a.310073300929265.

Boards and Commissions Vacancies
Dedicated residents serve on many boards and commissions striving to keep our community moving. Please check the following link to view vacancies:

Board and Commission Overview
Board and Commission Vacancies

Wethersfield Government Access Television
Town Council, Board of Education and Planning & Zoning Commission meetings are replayed on the following:
WGTV – replay schedule posted on website
WGTV’s YouTube Channel - watch meetings at any time on your PC or mobile device at https://www.youtube.com/channel/UCfuf-C0gYVxM5ifFTnsQ and the Town’s Facebook page
A. COUNCIL AND BOARD/COMMITTEE DATE:

- Board of Education Special Meeting: Tuesday, June 28  6:00 PM
- Board of Education: Tuesday, June 28   7:00 PM

B. LIAISON MEETINGS

- Zoning Board of Appeals: Monday, June 27  Councilor Forrest
- Historic District Commission: Tuesday, June 28  Councilor Carbone
- Library Board: Tuesday, June 28  Councilor Hill
- Heritage Commission: Tuesday, June 28  Councilor Pentalow

C. DEPARTMENT/DIVISION NEWS

HUMAN RESOURCES:

- Seasonal Construction Inspector - Recruitment will close July 15 2022
- Maintainer III – Trades Worker HVAC / Plumber - Recruitment open until filled
- Assessor - Recruitment open until filled
- Animal Control Officer – Recruitment will remain open until filled

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

ECONOMIC DEVELOPMENT:

- **FINAL REMINDER**  Historic Wethersfield 2022 Photo Contest is underway. Visit the link for information, rules and entry form. [https://wethersfieldct.gov/gcontent/NewsFeed.aspx?FeedID=2368](https://wethersfieldct.gov/gcontent/NewsFeed.aspx?FeedID=2368)
- Celebratory Unveiling of additional Heritage Walk panels took place Thursday, June 23rd, 4:30pm. Representatives from Trinity Church and Great Meadows Conservation Trust were there as we highlighted the additional panels that were recently installed in front of Trinity Episcopal Church and at Wood Parcel. Phil Lohman was recognized for his art work on all panels and for his design of the directory panel. There is a new QR code on the directory panel so visitors can download (visible in the photo without the ribbon).
- NPR Radio: Historic Wethersfield will be one of the featured sponsors on NPR Radio with a banner ad on CT Public running alternating weeks through October 2022.
- Ribbon Cutting: Indulge by Palazzo, Wednesday, June 29 at 11:30 am

ENGINEERING:

- Available Position in the Engineering Division: The Town is accepting applications for a Part-Time, Seasonal Construction Inspector who will work March through November annually and fill an upcoming vacancy. For additional information and an Employment Application, visit the Human Resources page of the Town’s website at [www.wethersfieldct.gov](http://www.wethersfieldct.gov). The deadline for application submittals is **Friday, July 15, 2022 at 4:30 p.m.**
- Construction Bid Solicitations: The Town has issued the following bid solicitations with associated information available on the Town’s website at [https://wethersfieldct.gov/finance/open-bids](https://wethersfieldct.gov/finance/open-bids):
  - **CCGP Old Wethersfield Safety Improvements**: Project includes geometric and safety improvements at the intersections of Main St & Hartford Ave, Main St & State St, and Nott St & Garden St. Improvements will be funded through the State’s Community Connectivity Grant Program (CCGP) and State Grant-in-Aid Bond Funds as needed. Bids are due on **Tuesday, July 12, 2022**.
  - **LOTCIP Wolcott Hill Rd Reconstruction**: Project includes road reconstruction and installation of new streetlights along Wolcott Hill Rd between Jordan Ln and Victoria Rd in Hartford. Roadway improvements will be funded through the State’s Local Transportation Capital Improvement Program (LOTCIP) and new streetlights will be funded using State Grant-in-Aid Bond Funds. Bids are due on **Wednesday, July 13, 2022**.
  - **Whippoorwill Way Estates**: The one-year maintenance period has expired for public improvements within the public right-of-way and the developer has requested release of the associated maintenance bond held by the Town. Staff reviewed site conditions and has approved release of the associated bond.
WEEKLY MANAGEMENT REPORT

Frederick Presley, Town Manager  June 24, 2022

- **Crack Seal Program:** U-Seal USA is crack sealing local roads throughout Town as part of this year’s program using a hot applied sealant. It’s expected that all work will be completed in June.

- **Engineering Staff Update:** Michael Bobin recently joined the Engineering Division staff as a part-time summer intern who is working two days per week. Michael is a Civil Engineering Technology student who will be attending the Rochester Institute of Technology this fall as a sophomore. We welcome him to our team.

- **Spring Paving Program:** CT Sealcoating completed reclamation and grading work, and Tilcon has installed the first course of pavement along all roads included in the program. General Paving will be finishing installation and backfill of curb, and Tilcon is expected to return within the next couple of weeks to install the surface course of pavement on all roads. The program schedule may be revised based on weather conditions and progress of the preparation work. We ask that the public drive slowly and use caution when traveling through these areas during construction.

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<tr>
<th>STREET</th>
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<th>TO</th>
<th>TYPE OF CONSTRUCTION</th>
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<tr>
<td>DAVIS RD</td>
<td>VALLEY CREST DR</td>
<td>CHARTER RD</td>
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<td>BUTLER ST</td>
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- **PARKS & RECREATION:**
  Check out the 2022 summer brochure at [http://wethersfieldct.gov/recreation](http://wethersfieldct.gov/recreation). Register online or call our office for more information at 860-721-2890.
  - Mill Woods Pond and Willard Pool will open for the season on Thursday, June 16 at 1:00 pm. Proof of age and residency (e.g. driver's license) required for admission. See attached flyer for pool hours and admission fees. Family and Individual pool passes for residents can be purchased online or at the Recreation office at Town Hall. Swim lessons are offered at both swimming facilities refer to the summer brochure for information on classes.
  - Summer camps, sports camps and programs begin the week of June 20. For all program information visit the department website.

- **PHYSICAL SERVICES:**

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<th>Transfer Station Hours of Operation:</th>
<th>Monday &amp; Friday</th>
<th>9:00 am – 2:45 pm</th>
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<td></td>
<td>Saturday</td>
<td>8:00am – 3:45 pm</td>
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  More information can be found on [https://wethersfieldct.gov/physical-services](https://wethersfieldct.gov/physical-services)

Physical Services is recruiting to fill the following vacancy: Maintainer III – Tradesperson HVAC

**Congratulations!**

Physical Services is thrilled to announce that Juan Salazar HVAC/Maintenance Mechanic for the schools has been promoted into the Custodial & Maintenance Manager position.

Physical Services currently has full-time job openings for two HVAC mechanics - 1 in public works and 1 for the schools

**Activities this week:**
- Replacing a section of sidewalk and snow shelf repairs on Church Street that were damaged when a town tree was removed.
- Drainage, piping and basin work on Broad Street and continuing on other streets in conjunction with the Engineering Dept.
- Pools opened and workers are maintaining all equipment and monitoring chlorine levels in the pools
- Weeding in flower beds around town buildings.
- Weed whacking and shrub trimming along own owned properties.
- Mowing of town property along with field maintenance for league play
- Lining fields
- Vehicle, fire apparatus and boat maintenance
- Responded to multiple work orders for minor carpentry work
• Work is continuing to close out the fiscal year
• Cleaning, maintenance and hauling from the Transfer Station

SOCIAL, YOUTH AND SENIOR SERVICES:
• For basic need assistance or financial hardship, please call Social, Youth and Senior Services at 860-721-2977.
• Senior Center – Activities include virtual programs and group programs in person at the Community Center. Bingo will start next week. For ongoing program information visit the website at www.wethersfieldct.gov/senior-center.
• Renter’s Rebate Program: the program began June 1, 2022. To date, 192 residents have applied totaling $106,923.52 in requested assistance.
• CRT Energy Assistance Program: The CRT Energy Assistance program has assisted 656 town residents through April 2022. Residents are encouraged to call and schedule an appointment over the phone with a staff member to obtain help with their heating costs. This year CRT has expanded the program to renters that have heat included with their rent. Please call for an appointment or questions.
• Weekend Meals: Children receiving free or reduced lunch are automatically eligible for this program. Those experiencing financial difficulties may also sign up. Contact Social & Youth Services for application or appointment.
• Food Bank and Special Needs Fund: The public may make monetary donations online to the Wethersfield Department of Social Services’ Food Bank and Special Needs. This fund is used to assist eligible residents with different needs in addition to food insecurities. Donations are processed safely and securely through the town's online activity registration system. https://rec.wethersfieldct.gov/wbwsc/webtrac.wsc/donation.html

D. CHAMBER OF COMMERCE: www.wethersfieldchamber.com
• President: Pat DePerry
• Executive Vice President: Peter O’Keefe

E. CRCOG: www.crcog.org

F. Connecticut Conference of Municipalities (CCM): Prescription Discount Card
This program was developed by the Connecticut Conference of Municipalities and 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 discount card at a local participating pharmacy when filling a new prescription and start saving.
Total prescription price savings in program since inception (Nov. 2014): $24,459.92
Cards are available at Town Hall or a new card may be printed at http://ctrxdiscountcard.com

G. MIRA: www.ctmira.org (Formerly CRRA - www.crra.org)

H. CRT: CRT 2021 Annual Report
https://www.crtct.org/newsroom/publications/

I. COUNCIL OF SMALL TOWNS: www.ctcost.org

J. ATTACHMENTS:
• Parks and Recreation: Summer Pool Flyer
• Agendas for Upcoming Week
WETHERSFIELD PARKS AND RECREATION
MILL WOODS POND & WILLARD POOL
SUMMER 2022

Special Hours of Operation 6/16 – 6/19 - 1:00P – 5:00P

Normal Hours of Operation will start Monday, 6/20

*Pools will be open from 1:00 – 5:00P on Monday, 7/4*

Willard Pool—33 Greenfield Street
Recreational Swimming
  M-Su 1:00 - 7:00P

Adult Swim/Diving Pool Only
  M-Th 5:00—6:00P

Wading area open during recreational swim times, as well as during swim lessons
  M-Th 10:00A—12:05P

Mill Woods Pond—154 Prospect Street
Recreational Swimming
  M-Th 1:00 - 7:00P
  F-Su 1:00—5:00 P

Wading area open during recreational swim times, as well as during swim lessons
  M-Th 10:00A—12:10P

POOL ADMISSION

2022 DAILY ADMISSION:
* Resident Adult $4
* Resident Child (under 18) $2
* Non Resident Adult $5 (must be accompanied by a resident)
* Non Resident Child (under 18) $3 (must be accompanied by a resident)
* Proof of age and residency (e.g. driver's license) required for daily admission.
* Non-residents and guests must be accompanied by an adult resident.
* Adult swimmers are ages 18+
* Recreational swimmers age 11 or under must be accompanied by an adult swimmer
Agenda for the Special Meeting of the Board of Education
Tuesday, June 28, 2022, 6:00pm
Stillman Building, 127 Hartford Avenue
Lower Level Meeting Room

1. Call to Order

2. Discussion of WFT Grievance Over Substitute Availability to Include an Anticipated Executive Session for the Purpose of Settlement Discussions and Board Deliberations and Anticipated Action of Board on Grievance.

3. Adjournment
AGENDA

ZONING BOARD OF APPEALS
PUBLIC HEARING/PUBLIC MEETING
TOWN HALL COUNCIL CHAMBERS
505 SILAS DEANE HIGHWAY
June 27, 2022 - 7:00 p.m.

PUBLIC HEARING:

1. Application No. 6265-22: variance from section 3.5.3.C.2 (Accessory Apartment): to allow accessory Apartment to exceed the maximum of 850 sf or 40 percent of the combined floor area of the building. (Residential Zone B). Location: 65 Albert Street. Applicant: Thomas May.

Open Hearing Deadline: August 31
Extension days remaining: 65
WITHDRAWN

2. Application No. 6266-22: variance from section 3.6 A.3. (Permitted Accessory Uses): to allow accessory structure (garage) to be 27 feet high as against 18 feet maximum allowed. (Residential Zone A). Location: 30 Broad Street. Applicant: Douglas Elliot.

Open Hearing Deadline: August 31
Extension days remaining: 65
WITHDRAWN

3. Application No. 6267-22: variance from section 3.7 (Dimensional Requirement): to allow side yard setback of 13 feet as against 15 feet minimum required, for the installation of an a/c condenser at the west wide of the house. Location: 850 Cloverdale Cir. Applicant: Michael Carrozella

Open Hearing Deadline: August 31
Extension days remaining: 65


Open Hearing Deadline: August 31
Extension days remaining: 65

PUBLIC MEETING

Old Business
New Business

1. Application No. 6265-22 (WITHDRAWN)
2. Application No. 6266-22 (WITHDRAWN)
3. Application No. 6267-22
4. Application No. 6268-22
5. Approval of Minutes of: April 25, 2022
6. Other Business
   a. Public comments on general matters of the Zoning Board
7. Adjournment

cc: Town Manager, Town Clerk, Commissioners, Steve Lattarulo, Anthony Arborio Applicants, File
PUBLIC HEARING (*public comments are heard after each presented application)
1. Application #7073-22 Morgan B. Fiszel, seeking to replace wood railings on upper left side of home with PVC railings at 538 Main Street. (Last day to act: July 12, 2022)
2. Application #7075-22 Sunrun Installation Services, seeking install 14 rooftop solar panels on rear roof and mechanicals on the right side of the home at 14 Harmund Court. (Last day to act: July 12, 2022)
3. Application #7080-22 Ted Coughlin, seeking to replace 16 windows in home with Marvin Elevate windows in white color at 169 Garden Street.
4. Application #7081-22 CAVA LLC, seeking to remove existing storage shed and replace with 12'x16' wood board-and-batten shed at 285 Main Street.
5. Application #7082-22 Vernon Poolman, seeking to install 52" black aluminum fence to surround in-ground pool at 72 Broad Street.
6. Application #7083-22 Hartford Brewing Company LLC, seeking to create outdoor patio on south and east sides of building with an arbor and tables. Also construct 1153 sq.ft. attached garage on west easement with Wayne Dalton 300-Series raised panel wood doors and Andersen 400 Series windows and vertical tongue-and-groove wood siding with driveway and three parking spaces at 245 Main Street.
7. Application #7084-22 Up Realty LLC, seeking to install Mercury Excelum black vinyl replacement windows in building at 30 Jordan Lane.
8. Application #7085-22 Michael Lueken, seeking to change front entryway framing to Fypon and composite construction and also add framing around garage door at 362 Middletown Avenue.
10. Application #7087-22 Dan and Meg Warren, seeking to replace windows in home with Andersen 400-series double-hung and casement windows, porch windows shall remain. Also change back door to 36"x80" ThermaTru door at 119 Church Street.
11. Application #7088-22 Katherine Packtor, seeking to install 48" black aluminum fence with 4"x4" cedar posts and caps along sides and front of rear yard at 205 Garden Street.
12. Application #7089-22 Chester Drew, seeking to remove lattice on front entryway, replace wood trim with PVC, and install front handrail to match the back porch at 327 Garden Street.
13. Application #7090-22 John Guilmartin, seeking to replace three attic windows with Andersen 100-Series 6/1 full divided light windows with water-shedding grilles at 9 Meggat Park.
14. Application #7091-22 Dough Sauce & Cheese LLC, seeking to install a poured concrete ramp with handrail in rear of building, also amend Application #6088-21 to modify the previously approved concrete cooler pad at 181-183 Main Street.

PUBLIC MEETING (*applicant/public comments cannot be heard during this portion)
1. Application #7073-22 Morgan B. Fiszel
2. Application #7075-22 Sunrun Installation Services
3. Application #7080-22 Ted Coughlin
4. Application #7081-22 CAVA LLC
5. Application #7082-22 Vernon Poolman
6. Application #7083-22 Hartford Brewing Company LLC
7. Application #7084-22 Up Realty LLC
AGENDA
HISTORIC DISTRICT COMMISSION
Public Hearing/Public Meeting
Wethersfield Town Hall – Conference Room #3
505 Silas Deane Highway, Wethersfield, CT
June 28, 2022 - 7:30 p.m.

8. Application #7085-22 Michael Lueken
9. Application #7086-22 Tesla Energy
10. Application #7087-22 Dan and Meg Warren
11. Application #7088-22 Katherine Packtor
12. Application #7089-22 Chester Drew
13. Application #7090-22 John Guilmartin
14. Application #7091-22 Dough Sauce & Cheese LLC

1. Approval of Minutes of: June 14, 2022
2. Other Business
   a. Public comments on general matters of the Historic District
   b. Report of the Historic District Coordinator
3. Correspondence
4. Adjournment

cc: Town Manager, Town Clerk, Steve Lattarulo, Anthony Arborio, Debbie Picard, Charles Morrison, Assessor, Engineering, Fire Marshal, Planning and Zoning, Applicants, File
Wethersfield Library Board Meeting
Tuesday June 28, 2022 at 7:00 p.m. - VIRTUAL

Agenda

Public comment
Additions/changes to the agenda
Approval of Minutes of the April 26, 2022 meeting – Vote
Friends of the Library Report
Town Council Liaison Report
Chairman’s Report
  ▪ Welcome New Town Manager
  ▪ Library Reserve Request - Vote
Library Director’s Report
  ▪ Friends Ask – Vote
Finance Committee Report
  ▪ FY 21-22 Budget & Investment Accounts – update
  ▪ Approved FY 22-23 Budget – update
Executive Session – Topic: Benefits for Library Director
Benefits for Library Director – Vote

This meeting will be conducted with Library Board members, library staff, liaisons, guests, and the public using the remote conferencing platform Zoom. This meeting will be recorded and all participants consent to being recorded.

Public participation will be available by audio format. The public may access the live audio meeting by calling 1-929-205-6099. The meeting ID is: 830 1646 3679. The passcode is: 659509. The public comment session will occur at the very beginning of the meeting.

After you have joined the meeting, you will be placed in the Waiting Room on mute until the host accepts your request. Once accepted, you will be able to hear the meeting, but not be heard until it is your turn to speak during public comment. You will be selected based on a first-come, first-serve order. Please remember to state your name, address, and phone number.

Written comments will be accepted at brookberry@wethersfieldlibrary.org or Brook Berry, Library Director, Wethersfield Library 515 Silas Deane Highway, Wethersfield, CT 06109. The deadline to submit written comments is the day of the meeting at 5:00 pm (Tuesday June 28, 2022).
Wethersfield Heritage Commission

Regular Meeting Agenda
Town Manager Conference Room
Tuesday June 28, 2022 – 5:00 pm

1) Call to Order

2) Roll Call (6 members required for quorum)

3) Approval of Minutes – May 31, 2022

4) Open Items (Old Business)
   a) Cultural District Designation
   b) Certified Local Government
   c) America250

5) New Business
   a) Salute to Business Award

6) Reports – Affiliate Commissions/Organizations
   a) WHS – Amy Wittorff or Jill Fletcher
   b) Wethersfield Arts Academy – Betty Standish
   c) WOW Shopkeepers – Melinda Robidoux
   d) Economic Development & Improvement Commission – Judy Keane
   e) Website and Social Media – Jesse Smith
   f) WDS – Joshua Campbell or Katie Sullivan

7) Correspondence

8) Other Business

9) Public Comment