



MANAGEMENT REPORT

Frederick J. Presley, Town Manager

March 1 – 14, 2024

[Town of Wethersfield Website](http://www.wethersfieldct.gov)



March 10, 2024

Wethersfield Town Hall
Business Hours
Monday – Friday
8:00 am – 4:30 pm

Planning for Kycia Farm

A conversation with Mayor Ken Lesser

March 7, 2024 5:00 pm
Pitkin Community Center
30 Greenfield Street
Flyer Attached

OFFICE OF THE TOWN MANAGER

Town Manager's Report

It has been a very busy few weeks as we close out the month of February. Governor Ned Lamont was in Town on Thursday February 22nd for a press conference regarding legislation to increase local towns' ability to provide certain services regionally. Currently, there are many restrictions that create barriers to certain regional agreements between towns. This legislation, if passed, would remove these barriers. This could not only increase capabilities for towns but could also result in significant savings to taxpayers. Mayor Ken Lesser provided the welcoming remarks and stressed Wethersfield's support for the legislation. State Senator Matt Lesser was also in attendance as was Town Councilor Cindy Clancy. We look forward to working with our local delegation to get the legislation passed and continuing our efforts to work with our neighboring communities to combine efforts where it makes sense to do so.

Lieutenant Governor Susan Bysiewicz was in Town yesterday, February 28th for a press conference announcing a \$500,000 grant for the Wethersfield Historical Society (WHS), to renovate and restore the Hurlbut-Dunham House in Old Wethersfield. The grant is part of more than \$7 million in state grants to several nonprofit organizations, recently announced by Governor Ned Lamont, for the purposes of making facility and infrastructure upgrades at 34 cultural and historic sites statewide. The funds are being released under the state's Good to Great Grant Program, which is co-administered by the Connecticut Department of Economic and Community Development (DECD) and CT Humanities. It was established in 2014 with a goal of helping nonprofit arts, cultural, or history organizations enhance visitors' experiences in engaging, meaningful, and relevant ways. Deputy Mayor Matthew Forrest welcomed the Lieutenant Governor who spoke about the importance of this funding for this majestic structure in the heart of the state's largest



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historic district. WHS Executive Director Amy Northrop Wittorff provided an overview of the project and Representative Amy Morrin-Bello and Senator Matt Lesser also provided their thoughts on this important grant announcement. Town Councilor Miki Duric was also present for the event.

The next Council meeting will be on Monday, March 4th. At this meeting there will be a public hearing on a few ordinance amendments including engineering fees and construction bond duration, and corrections to the Fair Rent Commission ordinance. There is also a public hearing regarding a new ordinance for authorizing the use of Automated Traffic Enforcement Safety Devices for speed and stop light cameras.

Have a great weekend and week ahead!

Wethersfield Government Access Television

Town Council, Board of Education and Planning & Zoning Commission meetings available to view
[WGTV's YouTube Channel](#) - Live streamed / viewable any time
[WGTV Meeting Replay](#) - Replay on WGTV

COUNCIL AND BOARD

[Board & Commission Agendas](#)

- **Town Council:** Monday, March 4 7:00 pm
- **Town Council Retreat:** Saturday, March 9 9:00 am
- **Board of Education:** Tuesday, March 12 7:00 pm

LIAISON MEETINGS

[Board & Commission Vacancies](#)

Wethersfield Advisory Committee for People w/Disabilities	Mon, 3/4	Councilor Zambrello
Planning & Zoning Commission	Wed, 3/5	Councilor Timbro
Youth Advisory Board	Thurs, 3/7	Councilor Carbone
Wethersfield Early Childhood Collaborative	Mon, 3/11	Councilor Duric
Shade Tree Commission	Mon, 3/11	Councilor Bailey
Board of Assessment Appeals	Mon, 3/11	No Liaison
Historic District Commission	Tues, 3/12	Councilor Zambrello
Veterans Commission	Wed, 3/13	Mayor Lesser
Human Rights and Relations Commission	Wed, 3/13	Councilor Clancy
Economic Development Improvement Commission	Thurs, 3/14	Councilor Duric

DEPARTMENT/DIVISION NEWS

Employment Opportunities

<https://wethersfieldct.gov/human-resources>

Police Civilian Accreditation Manager
Maintainer II
Certified Police Officer



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ENGINEERING

- **2023 MS4 Stormwater Permit:** The Draft 2023 MS4 Annual Report is available for public review and comment until March 15th. The draft report has been posted on the Engineering Department's webpage at <http://wethersfieldct.gov/engineering> and also at the public counter located on the second floor of Town Hall. After the review period, the final report will be issued to CT DEEP by April 1st. Please contact the Town of Wethersfield Engineering Department at 860-721-2850 or engineering@wethersfieldct.gov if you have questions or comments.
- **DOT Putnam Bridge Rehabilitation Project:** Staff attended a meeting with DOT, their consultant GM2 and Town of Glastonbury staff last week to discuss another rehabilitation project the state is planning for the Putnam Bridge. The work will address water leaks through the concrete bridge deck and associated corrosion of the steel substructure. At this time, the state expects that construction will occur in 2026-2027 at an estimated cost of \$24.4M, which is 80% federally and 20% state funded. They assured the Towns that the trail on the bridge will remain open throughout construction.
- **Temporary Great Meadow Rd Trail:** The state's Putnam Bridge Trail is expected to open in mid-April. Permanent trail improvements along Great Meadow Rd and Marsh St are currently being designed, however, staff is developing plans to provide a temporary, designated trail in Great Meadow Rd between the bridge and Hart St, which will be available until such time the permanent trail improvements are constructed. This work will include limited pavement repairs, restriping of pavement markings and installation of vertical delineators along the temporary trail route.
- **LOTICIP Main St Reconstruction and Safety Improvements (Phase 2):** Last week the Town submitted an application to CRCOG for approximately \$3.9M in state LOTICIP funding to reconstruct Main St from the limits of Phase 1 at Church St that is already funded by the program further north to Hart St, which includes installation of an off-road, multi-use trail from the Hart St to the existing trail in Cove Park.
- **RAISE Grant Application – Berlin Turnpike Corridor Study Application:** This week CRCOG submitted a \$2.5M application for federal RAISE grant funding on behalf of the Towns of Wethersfield, Newington and Berlin to study the Berlin Turnpike corridor for potential safety improvements, which includes \$300,000 from DOT, \$100,000 from CRCOG and \$33,333 from each town for matching funds.
- **2024-2025 MDC Water Main Improvement Projects:** MDC notified the Town that they plan to complete water main improvements along Northbrick Ln, in the Goodrich Dr neighborhood and along Silas Deane Hwy to the south of Mill St starting in 2024 with construction completed in 2025.
- **Spring Paving Program:** The roads included in the Spring Program listed below were approved by the Town Council last week. At this time, staff anticipates Town staff and General Paving will begin completing preparation work in mid-April with Tilcon starting road improvements in mid-May.

STREET	FROM	TO
DUSTY LN	GOFF BROOK CIR	CUL DE SAC
FIELD DR	DUSTY LN	CUL DE SAC
GOFF BROOK CIR	HIGHCREST RD	CUL DE SAC
MINNIE LN	HANG DOG LN	CUL DE SAC
QUAIL HL	HIGHCREST RD	CUL DE SAC
SAGE RD	HIGHCREST RD	CUL DE SAC

PARKS AND RECREATION

The Winter & Spring Brochure is available online at [Winter & Spring 2024 Brochure](#). Program information includes Swim Lessons and Recreation Swim, Children's Art Classes, Adult and Children's Dessert Decorating, Keane After School Programs, SDMS After School Achievement Programs, Gymnastics, Karate, Fitness, Nature Center programs, TLC Preschool and Playgroups, Therapeutic Recreation and Special Olympics programs, Vacation Programs, Senior Center Programs, Senior Pickleball, Sports and Special Events.

Like us on our Wethersfield Parks and Recreation Facebook page (@ParksRecWethersfield). Program updates, special event notifications and weather cancellations will be posted.



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PHYSICAL SERVICES

<https://wethersfieldct.gov/physical-services>

Tree crew:

High school baseball field fence line pruning and brush mowing.
Helped with snow plowing and salting

Folly Brook dead elm removals.

Murphy pond tree pruning, down tree removals, invasive tree/vine, shrub removal, brush mowing.

Encroachment brush mowing/small tree removal and tree pruning along town Right Of Ways/Sidewalks.

Finished chipping Christmas trees at Mill woods/Community Center/Transfer Station

Trades & Mechanics:

Mechanics - dump truck, fire truck and police vehicle repairs.

Electrician - Street light repairs, addressing town building work orders.

Carpenter & Painter - Police Dept, Nature Center flooring repairs and painting, Town Hall work orders.

HVAC - Town Hall repairs/maintenance & Fire Department bathroom renovation.

Schools:

Cleaning and event support

Repaired lighting at WHS, Stillman & Webb

Kitchen equipment repair at Hanmer

Plumbing repairs in Hanmer, WHS, Charles Wright, WHS & SDMS including replacing toilets, piping repairs, faucet replacements, drinking fountain replacements and filter changes

Carpentry repairs: WHS: installed bulletin boards, keys made, door adjustments; highcrest: installing bathroom partitions, Webb installed shelving, key and safety improvements at SDMS, WHS, and EW. High-school- installed 2 bulletin boards, removed and replaced door closers, adjusted door latches, Highcrest-reinstalled bathroom partition Webb-attach shelf to wall, attached filing cabinet to wall, removed broken glass from extinguisher cabinet, reattached safety gate Emerson Williams- removed 5 cylinder locks and replaced with new

HVAC work: replaced motors, replaced heat pump, CW heating repairs and repairs in the kitchen ventilation.

Road crews:

Hauled out construction materials

Turned leaf compost

Hauled out of the Transfer Station

Catch basin repairs

Sidewalk patching

Filling potholes

Truck maintenance: washing and greasing

Clearing waterways

Parks:

Painting picnic tables

Worked with tree crew on cutting back brush, cutting trees for sightline improvements

Trash pickup

Various work orders to move items and event setups

SOCIAL, YOUTH AND SENIOR SERVICES

Phone: 860-721-2880

Senior Center News

www.wethersfieldct.gov/senior-center.



Energy Assistance

Residents may call the office at 860-721-2880 to schedule an application appointment.

More information at State of CT Energy Assistance.

Transfer Station Hours

Monday & Friday	9:00 am – 2:45 pm
Saturday	8:00am – 3:45 pm



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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

Monetary donations may be made online to the Wethersfield Food Bank and Special Needs fund. The fund is used to assist eligible residents with various needs in addition to food insecurities.

<https://rec.wethersfieldct.gov/wbwc/webtrac.wsc/donation.html>



CHAMBER OF COMMERCE: www.wethersfieldchamber.com

President:

Natia Shukakidze



Capitol Region Council of Governments www.crcog.org



www.ctcost.org



<https://www.crtct.org/newsroom/publications/>



Connecticut Conference of Municipalities:

Prescription Discount Card: This program was developed in conjunction with ProAct Inc. to help lower the prescription drug cost for Connecticut residents. The card is designed to be used by those who 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/deductible. Cards available at Town Hall.
<https://www.ccm-ct.org/Services/Prescription-Savings>

ATTACHMENTS:

- Building – Monthly Report
- Agendas for Upcoming Weeks as Available

January 2024 Building Dept Report

Permit	Qty	Valuation	Fees
Building	52	3,643,483	60,277
Electrical	58	388,597	7,560
Plumbing	55	150,173	3,616
Heating	27	254,588	4,654
Total	192	4,436,841	\$76,107

From July 1, 2022 to June 30, 2023,
we have the following:

		Valuation	Fees
Building Permits	617	14,105,122	241,015
Electrical Permits	406	3,439,474	63,796
Plumbing Permits	228	1,193,693	21,291
Mechanical Permits	248	2,143,811	41,706
Total		20,882,100	\$367,808
Total No of Permits	1499		

3	Building Commercial	2,891,000
49	Building Residential	752,483
52	Total for January	3,643,483

**LET'S HAVE A
CONVERSATION...**

Planning for Kycia Farm

About

This event with Mayor Ken Lesser will discuss the history of the Town's acquisition of Kycia Farm & give residents the opportunity to provide their thoughts on how the space should be utilized in keeping with the original referendum approval.

March 7, 2024

5 pm

**Pitkin Community Center
Banquet Room**

**30 Greenfield Street
Wethersfield**

**WETHERSFIELD ADVISORY COMMITTEE
FOR PEOPLE WITH DISABILITIES**

Monday, March 4, 2024

6 PM

William J. Pitkin Community Center, Room F-3

- I. CALL TO ORDER
 - A. Roll Call for Quorum
- II. INTRODUCTIONS
- III. PUBLIC COMMENT
- IV. NEW BUSINESS
 - A. Grants
 - B. Group Homes

Written comments will be accepted at jahlim.cuttino@wethersfieldct.gov. The deadline to submit emails on the day of the meeting is 3:00 p.m. for the first comment session. Citizens are able to review minutes for Town Boards and Commissions at: <http://wethersfieldct.gov> - use the Agendas and Minutes tab on the right side.



AGENDA
TOWN COUNCIL
Monday, March 4, 2024
7:00 PM

Town Council Chambers, 505 Silas Deane Highway

A. Pledge of Allegiance

B. Recording of Attendance by Town Clerk

Presentations

Proclamation to Commemorate the 112th Anniversary of Girl Scouts of the USA

Central Connecticut Health District - Charles Brown, Director of Health

C. Hearings

1. O24-002 Revision to Town Code Section 139-18 and O24-003 Revision to Town Code Section 139-20.
This item is for public hearing.
[2024-02-20 OrdinanceRevision-ENGPermitFee&Bond.pdf](#)
2. O24-004 Ordinance Authorizing the use of Automated Traffic Enforcement Safety Devices
This item is for public hearing.
[RED LIGHT AND SPEED CAMERAS ORDINANCE.pdf](#)
3. O24-005 Amendment to Fair Rent Commission Article XXIII, 10-87 Organization
This item is for public hearing.
[Fair Rent Ordinance amendment 02152024.pdf](#)
4. R24-001 Resolution to submit an application for a Historic Preservation Enhancement Grant
This item is for public hearing.
[Town Council Handout 03042024.pdf](#)

D. Public Comment

E. Council Reports

F. Council Comments

G. Town Manager's Report

H. Town Clerk Communications

I. Bids

J. Consent Agenda

1. Historic Documents Preservation Program Grant
Motion to authorize the Town Manager to submit the Historic Documents Preservation Program Grant application and accept the grant award.
[GrantGuidelinesLetterLAPower-HDPP-FY25.pdf](#)
2. Minutes for Approval
Motion to approve the minutes of the February 20, 2024 Regular Town Council meeting.
[2024-02-20 Minutes w Attach.pdf](#)

K. Approval of Ordinances and Resolutions

1. O24-002 Revision to Town Code Section 139-18 and O24-003 Revision to Town Code Section 139-20
Recommended Motion: Motion to approve O24-002 Revision to Town Code Section 139-18 and O24-003 Revision to Town Code Section 139-20.
[2024-02-20 OrdinanceRevision-ENGPermitFee&Bond.pdf](#)
2. O24-004 Ordinance Authorizing the use of Automated Traffic Enforcement Safety Devices
Recommended Motion: Motion to approve O24-004 Ordinance Authorizing the use of Automated Traffic Enforcement Safety Devices.
[RED LIGHT AND SPEED CAMERAS ORDINANCE.pdf](#)
3. O24-005 Amendment to Fair Rent Commission Article XXIII, 10-87 Organization
Recommended Motion: Motion to approve O24-005 Amendment to Fair Rent Commission Article XXIII, 10-87 Organization.
[Fair Rent Ordinance amendment 02152024.pdf](#)
4. R24-001 Resolution to submit an application for a Historic Preservation Enhancement Grant
Recommended Motion: Motion to approve R24-001 Resolution to submit an application for a Historic Preservation Enhancement Grant.
[Town Council Handout 03042024.pdf](#)

L. Unfinished Business

M. New Business

N. Ordinances and Resolutions for Introduction

1. R24-002 Introduction of Resolution Authorizing the Town to enter into with and deliver to the State of Connecticut Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security, any and all documents which it deems to be necessary or appropriate; and FURTHER RESOLVED, that Frederick Presley, as CEO / Town Manager, of the Town of Wethersfield is authorized and directed to execute and deliver any and all documents on behalf of the Wethersfield Town Council.
For introduction only. No action required at this time.
[Wethersfield FY 2023 EMPG Application Package.pdf](#)

O. Public Comment

P. Executive Session

1. Discussion of Personnel Matter

Q. Adjourn

Meeting Viewing Options

Town of Wethersfield YouTube Channel [Wethersfield Government Access TV](#)

COX channel 16 or Frontier channel 1601

Town of Wethersfield's Facebook page

Written comments accepted at council.comments@wethersfieldct.gov

**TOWN OF WETHERSFIELD
PLANNING AND ZONING COMMISSION**
505 Silas Deane Highway
Wethersfield, CT 06109
(860) 721-2838



Chairman	Richard Roberts
Vice-Chairman	Ryan Allard
Clerk	Joseph Hammer
Members	Tom Dean
	David Drake
	Dave Edwards
	Anthony Homicki
	James Hughes
	George Oickle
Alternates	Joseph Ercolani
	Peter Leombruni
	Paul Thompson
Ex-Officio	Frederick Presley, Town Manager
Staff Liaison	Justin LaFountain, Town Planner

TUESDAY, MARCH 5, 2024
Town Hall, Council Chambers, 505 Silas Deane Highway
7:00 P.M. – AGENDA

1. CALL TO ORDER

1.1 ROLL CALL & SEATING OF ALTERNATES (5 members required for a quorum)

2. OLD BUSINESS

3. NEW BUSINESS

3.1 Application No. 2171-24-Z Mark Justice seeking a Site Plan and Design Review in accordance with Section 5.2 (Permitted Principal Uses) of the Wethersfield Zoning Regulations to operate a sit down or take out restaurant at 1862 Berlin Turnpike.

3.2 Public Hearing - 2172-24-Z AccuBranch seeking Special Permit in accordance with Section 5.2.C.4 (Permitted Principal Uses) of the Wethersfield Zoning Regulations for a new Dutch Point Credit Union branch building with two (2) drive through lanes, located to the north of main entrance at 1267-1301 Silas Deane Highway.

4. OTHER BUSINESS

5. MINUTES

5.1 February 21, 2024

6. STAFF REPORTS

7. PUBLIC COMMENTS ON GENERAL MATTERS OF PLANNING AND ZONING

8. CORRESPONDENCE

9. PENDING APPLICATIONS TO BE HEARD AT FUTURE MEETINGS

9.1 Public Hearing - 2173-24-Z Charles Drake Enterprises, LLC seeking a Special Permit in accordance with Section 5.2.F.2 (Permitted Principal Uses) of the Wethersfield Zoning Regulations for a temporary patio with a service station at 161 Main Street.

9.2 Public Hearing – 2174-24-Z Patrick Snow seeking a Special Permit in accordance with Section 3.6.C (Accessory Buildings & Structures) of the Wethersfield Zoning Regulations for a shed over 200 Sq. Ft. at 70 Kimberly Lane.

9.3 Application No. 2175-24-Z Sheldon Crosby, L'ARC Architects seeking a Site Plan approval in accordance with Section 5.2.F.1 (Permitted Principal Uses) of the Wethersfield Zoning Regulations for the conversion of existing vacant package store and pasta store into a restaurant and commercial bakery for offsite use.

9.4 FY25 CIP Project Recommendations

10. ADJOURNMENT

If you wish to review the applications on file or submit comments, please email planning@wethersfieldct.gov or by calling 860-721-2838. (Deadline to submit emails on the day of the meeting is 4:00 p.m. Please include your name and address as it will be read into the record). The meeting packet will also be posted on the Town website at <https://Wethersfieldct.gov/>. The Planning and Zoning Commission meeting may be viewed on the following: •Cox Channel 16 or Frontier Channel 6101 • Town of Wethersfield's Facebook page • YouTube® Channel "Wethersfield Government Access TV" shortly before the meeting begins at: <https://www.youtube.com/channel/UCfuf-C0gYVVx>

Wethersfield Youth Advisory Board/We H.O.P.E.

Thursday, March 7, 2024

6:00 pm – Wethersfield Community Center/Fireside Room

- I. Call to Order
- II. Attendance of Members
- III. Approval of Minutes
- IV. Financial Report
- V. Youth Services Report - Erica Texeira and members
- VI. Youth Afterschool Programs - Patrick Telman
- VII. Drug Free Communities/Diversion – Michell Waterman
- VIII. Fundraising event/YAB-IT scholarship/Youth volunteer recognition
- IX. New items
- X. Bonnie Smith – YVCS 2023 Presentation
- XI. Motion to Adjourn