

TOWN OF CORNWALL
REGULAR MEETING OF THE
Board of Selectmen
Minutes for meeting held on:
Tuesday, January 21, 2025
Hybrid – In Person at Cornwall Library
& Remotely Via Zoom

Present

Selectmen

Others

- Gordon Ridgway, First Selectman
- Rocco Botto
- Jennifer Markow

- Jane Hall, Administrative Assistant
- Press
- James Vanicky, Highway Foreman
- Ted Larson, Transfer Station Attendant
- Citizens

Total Attendees 11

Call to Order	7:30 pm
Approval of Minutes	<p><u>Motion:</u> Jennifer Markow – Made motion to approve the minutes from 1/7/2025 Rocco Botto – Seconded the motion Discussion – none Motion passed unanimously</p>
Communications / Announcements	<p>First Selectmen, Gordon Ridgway shared the following:</p> <ul style="list-style-type: none"> • Communication from BBC Radio in Cornwall England – Cornwall around the world program to be aired in March • Democracy Cup celebration with Secretary of the State will be February 13th at 1:00 at Town Hall • Bill Berry may need to do a small land swap, have to renovate septic system, working with engineer. <p>Jennifer Markow shared the following:</p> <ul style="list-style-type: none"> • Pickleball starts February 6th, Thursday 6:15-8:00pm at CCS
Additions to the Agenda	<p><u>Motion:</u> Rocco Botto – Made motion to add CEN to the agenda Gordon Ridgway – Seconded the motion Discussion – none Motion passed unanimously</p>
1.	<p><u>Small Town Economic Partnership Grants 2025</u> First Selectmen, Gordon Ridgway shared the following:</p> <ul style="list-style-type: none"> • STEAP grants are available – projects have to be shovel ready – thought is to do façade grant again; it has been approximately 8 years since we did the last one. Cost share would be 20%
2.	<p><u>Municipal Solid Waste</u> First Selectmen, Gordon Ridgway shared the following:</p> <ul style="list-style-type: none"> • NHCOC has an offer in to MIRA Dissolution Authority to acquire the Torrington Transfer Station to try to keep a public option in NW CT
3.	<p><u>Budget – Highway, Transfer Station, Capital & More</u> Draft Budget (attached) was shared on the screen and reviewed</p> <ul style="list-style-type: none"> • James Vanicky, Highway Foreman, and Ted Larson, Transfer Station Attendant, both joined the discussion on their departments budgets
4.	<p><u>2026 – 250th Anniversary – America 250</u></p>

	<p>First Selectmen, Gordon Ridgway shared the following:</p> <ul style="list-style-type: none"> • 250 anniversary of America – start planning celebrations to hold in Cornwall for the anniversary, will put together a committee for this • Cornwall Resident, Warren Stevens, was invited to discuss plans for the celebration
5.	<p><u>West Cornwall Wastewater</u> First Selectmen, Gordon Ridgway shared the following:</p> <ul style="list-style-type: none"> • Design is started, next step is to meet with the owner of the potential site to look into a lease agreement
6.	<p><u>Cornwall Bridge Traffic Study Meeting</u> First Selectmen, Gordon Ridgway shared the following:</p> <ul style="list-style-type: none"> • Will meet in Cornwall Bridge, no date yet – Bob from WMC should have some designs to present – we will have a public presentation the crosswalk and Cornwall Bridge gets the design
7.	<p><u>Traffic Kent/Washington</u> First Selectmen, Gordon Ridgway shared the following:</p> <ul style="list-style-type: none"> • Will continue to watch what the other towns are doing – residents of Kent rejected the traffic cameras
8.	<p><u>P&Z Meeting 1/22/2025</u> First Selectmen, Gordon Ridgway shared the following:</p> <ul style="list-style-type: none"> • 1/22/2025 at 6:00pm - public meeting at Town Hall – Planning and Zoning
Addition #1	<p><u>CEN</u> Rocco Botto shared a presentation on CEN (attached) – Connecticut Education Network which is a high speed dedicated fiber internet to municipal buildings. The decision on joining CEN needs to be made in February.</p>
9.	<p><u>Public Comment</u> 0 public comment received</p>
	<p><u>Adjournment:</u> 9:30 pm</p> <p>Respectfully Submitted: Jane Hall, Administrative Assistant</p>

WORKSHEET

Town of Cornwall

Capital Projects Fiscal Years 2023-2025
with Proposed 2025-2026

	Budget FY 2023	Budget FY 2024	Budget FY 2025	Proposed FY 2026	Current Balance 1.21.25
School Capital Projects	40,000	115,000	60,000	50,000	9,835
Highway Equipment	Trk # 9 100,000	Trk # 10 100,000	Trk # 10 100,000	Trk # 10 100,000	(2,007)
Senior Van	-	-	-	-	324
Trnsf Sta Equipment	-	-	-	-	(518)
Trnsf Sta Building	-	-	-	-	6,954
Town Buildings	150,000		-	100,000	153,727
CVFD Equipment / Repairs		20,000	20,000	-	40,319
CVFD - **Truck Fund**	80,000	80,000	80,000	100,000	640,000
Road Improvement	300,000	300,000	320,000	320,000	111,257
Storm Damage Reserves			100,000	50,000	100,000
Tree Removal			-	20,000	-
Bridges Culverts	10,000	-	30,000	20,000	30,110
Guide Rails	10,000	-	-	-	(723)
Hydrants					13,284
WC Wastewater Study					(7,458)
Town Plan Project	10,000	10,000	10,000	10,000	12,016
Revaluation	-	-	-	-	4,113
Total Capital Expenditures	700,000	625,000	720,000	770,000	1,111,233

NOTES FOR FY '26 CAPITAL PROJECTS

- a) **School Building**
- b) **Town Building Upgrades**
- c) **CVFD Equipment / Repairs**
- d) **CVFD - Truck Fund** funding to replace a large truck
- e) **Storm Damage Reserves** Continue

Proposed Budget Worksheet FY 2025-2026

		FY 2023-2024	FY 2024-2025		FY 2025-2026	Difference between Budget '25 and Proposed	% of change
		Actual	Anticipated	Budget	Proposed Budget		
01 · Board of Selectmen Budget							
Assessor							
30	52002 · Assessor's Salary	23,608	24,316	24,316	25,046		
31	52003 · Assessor's Clerk Salary	14,694	15,916	15,916	16,393		
32	52205 · Office / Computer	2,807	2,000	2,000			
33	52209 · Mileage, Travel	279	300	600			
34	52210 · Meetings / Membership:	30	70	70			
36	52216 · Contracted Services	12,201	12,200	12,200			
Total Assessor		53,619	54,802	55,102	41,439	(13,663)	-24.80%
Board of Assessment Appeals							
37	53002 · BAA Salaries			498	498		
38	53004 · BAA Clerk Wage			1	1		
39	53105 · Expenditures			1	1		
Total Board of Assessment Appeals		-	-	500	500	-	0.00%
Board of Selectmen							
40	50202 · Selectmen's Salaries	73,654	75,864	75,864	78,140		
41	50203 · Selectmen's Clerk	44,095	45,418	45,418	46,780		
42	50204 · BOS Temporary Clerk	-	-	738	760		
43	50305 · BOS Office Supplies	862	700	700	900		
44	50308 · BOS Bids, Legal Etc	1,065	450	450	500		
45	50316 · BOS Contracted Services	-	-	150	150		
46	50310 · Membership/Meetings	800	400	400	600		
47	50346 · Postage	-	120	120	120		
Total Board of Selectmen		120,477	122,952	123,840	127,950	4,110	3.32%
Finance Department							
48	53402 · Treasurer's Salary	3,905	4,022	4,022	4,143		
49	53403 · Finance Director	44,652	45,991	45,991	47,371		
50	53516 · Contracted Services	0	150	300			
51	53505 · Office Supplies	2,339	1,100	1,100	1,500		
52	53507 · Printing	3,400	3,600	3,600	3,600		
53	53515 · Computer	1,862	2,780	2,780	2,780		
54	53546 · Postage	1,090	1,500	1,500	1,500		
55	53550 · Town Audit	17,500	17,500	17,500	18,000		
Total Finance Department		74,748	76,643	76,793	78,894	2,101	2.74%

NOTES ON PROPOSED FIGURES

Annual Report printing / increased # copies
software and ZOOM

Proposed Budget Worksheet FY 2025-2026

		FY 2023-2024	FY 2024-2025		FY 2025-2026	Difference between Budget '25 and Proposed	% of change	NOTES ON PROPOSED FIGURES
		Actual	Anticipated	Budget	Proposed Budget			
Hammond Beach								
56	69103 · Salaries	44,984	38,190	38,190	39,336			
57	69207 · Programs	-	1,000	1,000	1,000			
58	69213 · Utilities	666	1,000	1,000	1,000			
59	69214 · Supplies	864	400	400	400			
60	69215 · Equipment	76	300	300	300			
61	69216 · Contracted Services	3,180	1,200	1,200	1,200			
Total Hammond Beach		49,771	42,090	42,090	43,236	1,146	2.72%	
Highway Administration / Suppli								
62	60011 · Garage Heat	9,869	10,000	10,000	10,000			
63	60013 · Utilities	6,979	6,000	6,000	6,000			
64	60014 · Supplies	10,640	13,000	13,000	13,000			
65	60015 · Small Equipment	1,489	2,500	2,500	2,500			
66	60016 · Contracted Services	58,719	30,000	30,000	30,000			
67	60018 · Small Equipment Repair	230	1,000	1,000	1,000			
68	60035 · Garage Repairs (buildin	301	2,000	2,000	2,000			
69	61010 · Drug Testing	139	200	200	200			
70	OT Labor Expense	7,383	8,000	12,327	10,528			
71	Regular Labor Expense	233,719	228,718	277,585	297,177			
Total 61603 · Labor Expense		241,103	236,718	289,912	307,705	3% raise/Malahan & Vanicky Longevity		<u>Union Contract</u>
72	61604 · HWY Temporary Labor	6,553	6,000	6,000	6,000			
73	62012 Fuel,Gas,Oil,Grease	41,083	38,000	38,000	38,000			
74	62014 · Highway Signs	981	2,500	2,500	2,500			
75	62018 · Road Materials	66,428	28,000	28,000	28,000			
76	62050 · Snow Removal	42,483	61,000	61,000	61,000			
77	64016 · Tree Maintenance	18,514	23,000	23,000	30,000			
Total Highway Administration / Su		505,511	459,918	513,112	537,905	24,793.23	4.83%	
78	63016 · Vehicle / Equipment Mai	63,440	55,000	55,000	60,000			
Insurance and Benefits								
79	57540 · General Insurance	223	5,219	5,219	5,376			
80	57542 · Workers' Compensation	36,687	40,857	40,857	42,083	18.3% VFD - 4.8% Ambulance - 76.9% Town		
81	57543 · Public Liability	54,153	68,784	68,784	70,848	17.38% VFD - 82.62% Town		

Proposed Budget Worksheet FY 2025-2026

		FY 2023-2024	FY 2024-2025		FY 2025-2026	Difference between Budget '25 and Proposed	% of change	NOTES ON PROPOSED FIGURES
		Actual	Anticipated	Budget	Proposed Budget			
82	57544 · Employees Health Insur	297,031	295,478	314,589	314,589	0%		Vacant DPW position budgeted at Family benefit pkg Budgeted HI w/ 10% increase and Dental w/ 3%
83	Total 57545 · Employee's Pensi	43,764	45,000	48,396	50,498			
Total Insurance and Benefits		431,859	455,338	477,845	483,394	5,548.62	1.16%	
Land Use								
84	54202 · Zoning Enf Wage	9,181	8,023	8,023	8,263			
85	54203 · Land Use Administrator	12,402	12,469	12,469	12,842			
86	54204 · Land Use Clerk	13,154	7,193	7,193	7,408			
87	54305 · Office Supplies	373	500	500				
88	54307 · Printing	750	200	200				
89	54308 · Legal Notices	2,241	800	800				
90	54310 · Meetings / Mileage	215	500	500				
91	54315 · Computer	281	400	400				
92	54316 · Consulting Services	-	1,000	1,000				
93	54317 · Legal Fees	98	750	1,000				
Total Land Use		38,694	31,835	32,085	28,512	-3,572.77	-11.14%	
Municipal Commissions / Activities								
94	71980 · Agricultural Advisory	900	1,000	1,000	1,100			
95	70780 · Cemetery Maintenance	1,200	4,200	4,800	5,000			now includes Calhoun cemetery
96	72074 * Conservation Commission	1,833	1,760	1,960				
97	70781 * Cwl Affordable Housing Com.	127	2,500	2,500				
98	72075 * Econ Devl Comm	1,739	6,500	6,500				
99	71480 · Town Celebrations	1,284	500	500				
Total Municipal Commissions / Ac		7,083	16,460	17,260	6,100	-11,160.00	-64.66%	
Cornwall Organizations								
100	70080 · Cornwall Child Center	50,000	52,500	52,500	60,000			
101	70195 · Cornwall Conservation Trust	2,000	2,000	2,000	2,000			
102	70185 · Cornwall Historical Society	6,000	6,600	6,600				
103	70190 · Cornwall Housing Corp	4,000	4,000	4,000	4,000			
104	70180 · Cornwall Library	60,000	60,000	60,000	60,000			
105	72078 · Little Guild	2,000	2,000	2,000	5,000			<u>Town dog pound</u>
Total Cornwall Organizations		124,000	127,100	127,100	131,000	3,900.00	3.07%	
Dues and Memberships								
106	70271 · CCM & COST	2,017	2,232	2,025	2,232			
107	71170 · Housatonic River Commission	400	400	400				
108	72072 · HVA - Housatonic Valley Assoc	250	250	250	250			
109	71070 · NW Conservation District	600	600	600	600			
110	70270 · NW Council of Gov's	1,257	1,042	1,257				

Proposed Budget Worksheet FY 2025-2026

		FY 2023-2024	FY 2024-2025		FY 2025-2026	Difference between Budget '25 and Proposed	% of change
		Actual	Anticipated	Budget	Proposed Budget		
111	70870 · Regional Housing	-	100	100			
Total Dues and Memberships		4,524	4,624	4,632	3,082	-1,550.00	-33.46%
Regional Organizational Support							
112	72070 · Elderly Nutrition Project	544	544	544	278		
113	72077 · FISH	250	250	250			
114	71260 · Geer Dial a Ride	9,500	10,450	9,500			
115	72071 · Greenwoods	6,000	7,000	7,000			
116	71860 · Housatonic Youth Service	4,838	4,838	5,900			
117	71560 · NW Corner Chore Service	5,000	7,500	7,500			
118	71760 · Regional Mental Health	-	-	152			
119	71360 · Susan B. Anthony Project	1,500	1,500	1,500			
120	71660 · Project Sage (WSS)	3,000	1,500	1,500			
Total Regional Organizational Sup		30,632	33,582	33,846	278	-33,568.00	-99.18%
121	70585 · Tax Refunds	-	-	500	500		
Park & Recreation							
122	68503 · Salaries	26,501	27,296	27,296	28,115		
123	68506 · Supplies - Tech - Fees	1,465	2,000	2,000			
124	68507 · Commnity Town Events	14,442	7,000	7,000			
125	68512 · Family / Child Centered	278	1,800	1,800			
126	68513 · Seniors	-	4,000	4,000			
127	68514 · Sports	3,715	6,000	6,000			
128	68515 · Racket Sports	140	5,000	5,000			
129	68516 · Fields / Services	8,171	9,000	9,000			
Total Park & Recreation		54,711	62,096	62,096	28,115	-33,980.88	-54.72%
130	58140 · Social Security / Medicare	62,041	63,000	65,733	69,203	3,470.23	5.28%
131	Probate Court	3,485	3,624	3,624	3,182	-442.00	-12.20%
Public Health & Welfare							
132	68003 · Municipal Agent Salar	1,333	1,267	1,267	1,305		
Social Service							
133	67803 · Social Service Admini	37,408	34,353	34,353	35,384		
134	67905 · Office Supplies	4,891	1,200	1,200			
135	67909 · Mileage / Travel	-	200	500			
136	67910 · Meetings / Membershi	-	-	100			
137	67991 · General Assistance	203	500	500			

NOTES ON PROPOSED FIGURES

Proposed Budget Worksheet FY 2025-2026

		FY 2023-2024	FY 2024-2025		FY 2025-2026	Difference between Budget '25 and Proposed	% of change
		Actual	Anticipated	Budget	Proposed Budget		
138	67992 · GA Medical	-	-	200			
139	67993 · GA Burial	-	-	1			
Total Social Service		42,503	36,253	36,854	35,384	-1,470.02	-3.99%
140	67700 · Torrington Area Health	8,609	8,609	8,609			
141	67702 · NW CT Transit	-	615	615			
142	67703 · Senior Van	10,200	10,200	10,500			
143	67716 · Visiting Nurse Homecar	4,500	4,500	4,500	4,500		
144	67760 · Hepatitis B. Vaccine	-	300	300			
145	67770 · Food and Fuel Fund	6,500	4,000	4,000			
Total Public Health & Welfare		73,644	65,744	66,645	41,189	-25,456.08	-38.20%
Public Safety							
146	65016 · CVFD Physical Exams	8,775	6,000	6,000	12,000		
147	65035 · Firehouse Maintenance	41,261	30,000	30,000	32,000		
148	65045 · CVFD Service Incentive	35,020	34,000	34,000	42,000		
149	65050 · CVFD Op / Fire / Resscu	67,628	73,710	73,710	79,600	7.99%	
150	65051 · CVFD Ambulance	29,767	31,990	31,990	27,000	-15.60%	
152	66003 · Fire Marshal Salary	3,847	3,000	3,000		-1	
153	66005 · Fire Marshal Expenses	848	1,000	1,200		-1	
154	66016 · 911 Contract	18,852	18,852	18,852		-100.00%	
155	66050 · Civil Preparedness	-	1,000	1,000			
Total Public Safety		205,999	199,552	199,752	192,600	-7,152.00	-3.58%
Registrars of Voters							
156	56602 · Registrars' Salaries	9,082	8,032	8,032	11,893		
157	56603 · Election Workers' Wage	1,397	11,860	9,995	10,837		
158	56805 · Office Supplies	2,788	800	300	800		
159	56809 · Mileage / Travel	-	-	50	50		
160	56810 · Meetings/Memberships	2,255	1,650	1,650	1,330		
161	56816 · Contracted Services	2,653	2,754	2,000	1,660		
162	56846 · Postage	143	73	95	150		
Total Registrars of Voters		18,318	25,169	22,122	26,719	4,597.16	20.78%
Sanitation & Recycling							
163	67002 · Salaries / Wages	86,952	98,170	85,772	88,347		
164	67114 · Landfill Supplies / Repa	4,258	7,000	7,000	7,000		
165	67116 · MSW Hauling	21,610	21,000	21,000	23,000		
166	67119 · Site Testing	9,960	10,000	10,000	10,000		
167	67135 · Building Repairs	-	-	500	500		
168	67216 · MIRA Contract	36,165	32,000	32,000	38,000		

NOTES ON PROPOSED FIGURES

Proposed Budget Worksheet FY 2025-2026

		FY 2023-2024	FY 2024-2025		FY 2025-2026	Difference between Budget '25 and Proposed	% of change
		Actual	Anticipated	Budget	Proposed Budget		
169	67287 · Bulky Waste	27,743	32,000	32,000	32,000		
170	67288 · Hazardous Waste	2,074	7,500	3,000	4,000		
171	67289 · Compost	-	-	3,000	3,000		
172	67305 · Recycling Expense	1,775	2,000	3,000	3,000		
173	67316 · Recycling Box Rent	756	756	1,000	1,000		
174	67388 · Recycling Hauling	13,345	14,208	13,000	13,000		
Total Sanitation & Recycling		204,639	224,634	211,272	222,847	11,574.93	5.48%
Tax Collector							
175	52502 · Salary	29,160	30,034	30,034	30,935		
176	52503 · Tax Collector's Clerk W:	3,008	4,088	4,088	4,210		
177	52705 · Office Supplies	24	250	350			
178	52707 · Printing	1,404	1,164	1,200			
179	52708 · Legal Notices	369	450	775			
180	52710 · Meetings / Membership:	494	300	400			
181	52715 · Computer	-	500	600			
182	52716 · Contracted Services	7,217	7,217	7,019			
183	52746 · Postage	2,110	1,478	1,478			
Total Tax Collector		43,785	45,481	45,944	35,146	-10,798.25	-23.50%
Town Clerk							
184	50902 · Town Clerk Salary	50,314	51,824	51,824	53,378		
185	50903 · Assistant Town Clerk W	6,336	7,762	7,762	7,995		
186	51105 · Office Supplies	523	800	800			
187	51108 · Legal Notices	1,916	600	600			
188	51110 · Meetings, Memberships	843	900	900			
189	51115 · Computer		1,000	1,000			
190	51116 · Contracted Services	13,116	15,500	15,500			
191	51117 · Elections	1,235	1,200	1,200			
192	51146 · Postage	588	500	500			
Total Town Clerk		74,871	80,086	80,086	61,373	-18,712.79	-23.37%
Town Office Administration							
193	57103 · Town Office Custodian	5,117	4,500	4,500	5,000		
194	57105 · Town Office Supplies	1,689	2,000	2,000	2,000		
195	57111 · Town Office Heating	10,907	8,000	8,000	10,000		
196	57113 · Town Office Utilities	18,742	18,000	18,000	18,000		
197	57116 · Town Office Contracted	24,421	17,000	17,000	17,000		

NOTES ON PROPOSED FIGURES

Proposed Budget Worksheet FY 2025-2026

		FY 2023-2024	FY 2024-2025		FY 2025-2026	Difference between Budget '25 and Proposed	% of change	<u>NOTES ON PROPOSED FIGURES</u>
		Actual	Anticipated	Budget	Proposed Budget			
198	57117 · Town Counsel	7,740	10,000	10,000	8,000			
199	57135 · Town Building Repairs	1,141	500	500	500			
Total Town Office Administration		69,757	60,000	60,000	60,500	500.00	0.83%	
200	10000 · Contingency	-	30,000	30,000	30,000			
201	10001 · Animal Control / Bldg R	3,500	2,000	2,000	2,000			
Total Transfers		3,500	32,000	32,000	32,000	0.00	0.00%	
Total 01 · Board of Selectmen Budget		2,319,108	2,341,729	2,408,979	2,315,664	-93,315	-3.87%	
02 · Board of Education								
202	80080 · Board of Education Expe	4,464,346	4,772,108	4,772,108				##### 4481021
03 · Capital Expenditures								
203	80015 · CCS Capital Projects	115,000	60,000	60,000	50,000			
204	90015 · BOS Capital Projects	510,000	660,000	660,000	720,000			
Total 03 · Capital Expenditures		625,000	720,000	720,000	770,000	50,000	6.94%	
04 · Debt Service								
205	73300 · Bond / Bridge Loan (Principal)	325,000	150,000	150,000	150,000			
206	73310 · Bond / Bridge Loan (Inter)	16,151	10,608	10,608	7,072			
Total 04 · Debt Service		341,151	160,608	160,608	157,072	-3,536.12	-2.20%	
Total Expense		7,749,605	7,994,445	8,061,695	3,242,736	-4,818,959	-59.78%	
Net		129,340	(124,252)	-	-			

Barbara Herbst

From: Bill Dinneen <billdinneen@yahoo.com>
Sent: Monday, December 16, 2024 3:44 PM
To: Barbara Herbst
Subject: Ag. Commission request

Good afternoon Barbara. I would like to request 1100.00 for the Cornwall Ag. Commission for FY 26. This I believe is one hundred dollars more over last year's request. (If I'm remembering correctly). Each year expenses go up and our biggest expense is the Fair.
If I'm incorrect on last year's disbursement, could you please let me know.
Thank you, Bill Dinneen

Sent from my iPhone

Barbara Herbst

From: Bill Dinneen <billdinneen@yahoo.com>
Sent: Monday, December 16, 2024 3:37 PM
To: Barbara Herbst
Subject: Calhoun and Cornwall Cemeteries

Good afternoon Barbara. I would like to request for Calhoun Cemetery, 1100.00 and for Cornwall Cemetery 2100.00 for FY 26.

This is a request for a little more than last year as maintaining these cemetery's seems to increase each year.

Thank you and the Board of Finance for considering this request.

Respectfully, Bill Dinneen

Sent from my iPhone



Connecticut Council of Small Towns
1245 Farmington Avenue, 101 • West Hartford, CT 06107
Phone: (860) 676-0770

2025-26 DUES ADVISORY

**2025 Town
Dues will be
based on the
following dues
schedule:**

<u>Population</u>	<u>Town Dues</u>
up to 5,000.....	Pay..... \$975
5,001 to 10,000.....	Pay..... \$1,075
10,001 to 15,000.....	Pay..... \$1,175
15,001 to 20,000.....	Pay..... \$1,275
20,001 to 25,000.....	Pay..... \$1,375
25,001 to 30,000.....	Pay..... \$1,475
30,001 to 35,000.....	Pay..... \$1,575

**This is the 2025 membership dues
advisory for budget planning purposes.
PLEASE DO NOT PROCESS THIS FOR PAYMENT.
The Connecticut Council of Small Towns will send a
dues invoice to member towns in June 2025.**

The Connecticut Council of Small Towns was founded in 1975 to provide small towns with a strong voice at the state Capitol and before state agencies. COST has proven successful in ensuring that lawmakers and public officials consider the impact of legislative and regulatory policies on the state's smaller communities and their residents.

Questions? Please contact COST's Executive Director Betsy Gara at 860-841-7350 or bgara@ctcost.org.

Thank you for your strong support of COST!

January 6, 2025

Town of Cornwall
Board of Finance
26 Pine Street
West Cornwall, CT 06796

Dear Cornwall Board of Finance,

Thank you for the opportunity to be considered for support by the Town of Cornwall and for your previous years of financial assistance. The Cornwall Child Center provides year-round childcare and education, including a comprehensive summer program, for children aged 3 months to 5 years.

Since its founding in 1974, the Cornwall Child Center has played a major role in providing safe, structured, and high-quality childcare and early childhood education to local residents and town employees. The Center is fully licensed under Connecticut's Child Care regulations and statues developed by the Office of Early Childhood and holds accreditation from the National Association for Education of Young Children.

The Cornwall Child Center is requesting \$60,000 from the Town of Cornwall to support our ongoing efforts. We are seeking funding for general facility maintenance and to supplement our operating costs. We are in need of maintenance and repairs in the form of a new roof, new wood ramp for the infant/toddler room, and new exterior entrance stair to the transition room. In addition, our inclement weather policy allows for 5 snow days with no charge to parents. For each of these closures, the Center loses approximately \$1,590. We anticipate more closures due to inclement weather and would like to keep the financial burden off parents who already struggle finding childcare on snow day closures.

If I can provide additional information, please feel free to contact me at eiseleymk@gmail.com or by phone at (917) 858-1913. I would be happy to personally meet with the Board of Finance to present this proposal.

Sincerely,



Eiseley Kotchoubey
Board President

CORNWALL CONSERVATION TRUST, INC.

P.O. Box 74, West Cornwall, Connecticut 06796

January 18, 2025

Selectmen's Office
Town of Cornwall
P.O. Box 97
Cornwall, Connecticut 06753

Re: Grant Application by Cornwall Conservation Trust, Inc. Fiscal Year 2025-2026

Ladies and Gentlemen,

On behalf of the Cornwall Conservation Trust, Inc., a Connecticut not-for-profit corporation (CCT), I request a grant of \$2,000 from the Town of Cornwall for financial support in the 2025 – 2026 fiscal year. CCT received \$2,000 from the Town in each of the prior fiscal years and the Board of CCT is very appreciative of those grants. CCT would greatly appreciate continued financial support from the Town again this year.

Municipality benefits from this Town grant to CCT that helps to fund CCT's maintenance of trails and signage on CCT's preserves that are open to the public and supporting outdoor recreation and the resulting health benefits, and to manage CCT's farmlands and forests for the benefit of Cornwall farmers and residents.

CCT very much values the town's support of our mission to preserve farmland and forests in Cornwall for public enjoyment today and for years to come.

Sincerely,


Barton T. Jones
President

BJ/cw



CORNWALL HOUSING CORPORATION
P.O. Box 174, Cornwall, CT 06753

Board of Selectmen
Town of Cornwall

Dear Gordon, Jen and Rocco,

CHC would like to request the Town's continuing support, asking for the same \$4000 that we have received in the past as part of the annual budget. This money from the town budget can be used for routine administrative expenditures including insurance, as well as toward expenditures we will be making toward the purchase of the property on Rt. 7 South.

The support of the Board of Selectmen and the Board of Finance for the CHC throughout its existence has been a model for other towns in our area. It has been an essential element in our efforts to supply affordable housing in our town and a critical element in any success for our efforts.

Sincerely,

Ginni Block, President
Cornwall Housing Corporation

Ginni Block Rocco Botto Hugh Cheney Margaret Cooley
Bill Fairbairn Beth Frost Kate Ward Wayde Wolfe

January 7, 2025
Selectman's Office
PO Box 97
Cornwall, CT 06753

Dear Gordon,

Thank you very much for the Town's generous grant to the Library last year. For fiscal Year 2025/2026, we respectfully ask for a grant of \$60,000, the same amount as last year's grant.

The Library continues to enrich the Cornwall community through its broad array of services and programs.

Collection: The Cornwall Library's collection remains robust, at 29,000 volumes as well as thousands of downloadable eBooks and audiobooks through our digital platforms, Overdrive and Hoopla. Magazines have been added to our digital collection with thousands of titles available instantly and for free.

Circulation: Circulation remained very consistent with the previous year with just over 11,000 items circulating. The biggest increase was in the Library's downloadable collection through Overdrive and Hoopla, and children's books.

New Patrons: We added 112 new patrons in the past year for a total of 1,313 Library patrons.

Programs: The Library's original programming continues to expand. In the past year the Cornwall Library hosted eight literary events including three poetry events, and six art shows. We saw an increase in our children's programming which included a weekly toddler program and a weekly afterschool art program, a weekly plus once a month Story Book Hour, and two full weeks of summer camp conducted at the Library. We held three family events, a jack-a-lantern carving contest, a gingerbread house contest and a Turkey Trot Fun Run on Thanksgiving. The Library offered four programs on current events, and six series of art classes. In addition, the Library was once again the site for a weekly bridge class, and a weekly Zumba class, plus the site for 59 community meetings. Altogether, the Library received over 20,000 visits during the past fiscal year.

We held three major fundraisers, the Labor Day Art Sale, the Book Sale, and Books & Blooms.

Building and Grounds: This past fiscal year we incurred considerable capital expenditures, including replacing the furnace and one air conditioning condenser. We upgraded the carpeting in the community room and the area behind the circulation desk. Future planned capital expenses include enhanced landscaping for the front of the Library, upgrades to the children's area, and further carpet replacement.

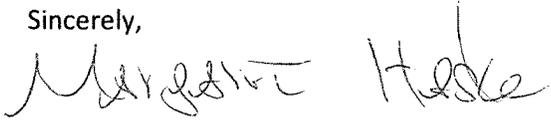
Finances: The Library's finances continue to be strong and are monitored by our Board of Directors. Along with expanded services comes an expanded budget. The annual Town of Cornwall grant funds approximately 25% of our budget. We rely on contributions for the remainder.

Library patrons rely on our business services: copying, printing, faxing, and meeting space.

We hope that you will consider our request for a \$60,000 grant favorably to enable us to continue to serve the people of Cornwall. Library President Becky Hurlburt and I are available to discuss any questions you might have.

Thank you.

Sincerely,

A handwritten signature in cursive script that reads "Margaret Haske". The signature is written in black ink and is positioned to the right of the word "Sincerely,".

Margaret Haske
Library Director

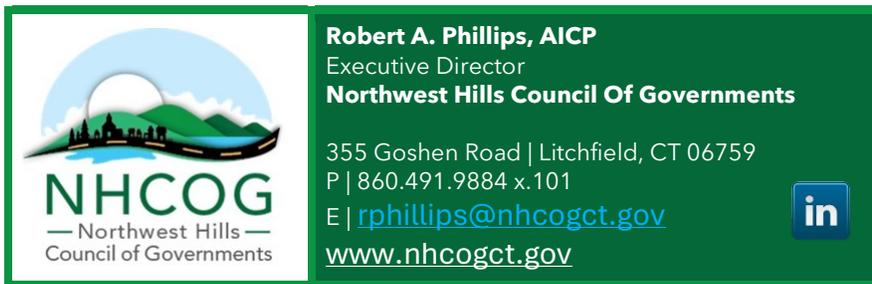
Barbara Herbst

From: Robert Phillips <rphillips@nhcogct.gov>
Sent: Thursday, December 19, 2024 3:28 PM
To: Barbara Herbst
Subject: RE: HRC budget request for Cornwall FY '26 budget

Hi Barbara,

I have requested information from the HRC to see if there will be a proposed change in dues. I have not heard back yet, so I wanted to be sure I acknowledged your email.

Thank you and Happy Holidays in the meantime!



From: Barbara Herbst <finance@cornwallct.gov>
Sent: Monday, 16 December 2024 11:38 am
To: Robert Phillips <rphillips@nhcogct.gov>
Subject: HRC budget request for Cornwall FY '26 budget

Hi Rob,

Please submit your proposed FY '26 funding request for the Housatonic River Commission. to the finance office, Finance@Cornwallct.gov and include a narrative to support any changes in your request.

The appropriation in the FY '25 budget is \$400 to carry out the mission of the Housatonic River Commission.

Cornwall's budget season is around the corner. The Bd of Selectmen would like to have the Town budget proposal done by the first week in February for presentation to the Bd of Finance in mid-February. So, we need your budget request into the finance office by February 1st at the latest, the earlier the better.

Last year, all departments worked together to achieve a budget where not everyone got all their requests, but a realistic budget was passed that balanced increasing needs with a limited tax increase.

We do not expect the demands on the public purse to decrease this year and ask that any increases requested be modest and justified.

We look forward to meeting with you in mid to late January, if necessary, to move this process forward.

Sincerely,

Gordon M Ridgway
First Selectman

Barbara E. Herbst
Finance Director
Town of Cornwall
860-672-2707
Finance@CornwallCT.gov



Housatonic Valley Association

150 Kent Road
PO Box 28
Cornwall Bridge, CT 06754
T: (860) 672-6678

14 Main Street
PO Box 496
Stockbridge, MA 01262
T: (413) 298-7024

37 Furnace Bank Road
PO Box 315
Wassaic, NY 12592
T: (845) 442-1039



12/16/24

Town of Cornwall
Finance
Cc Gordon Ridgeway First Selectman,
24 Pine Street, PO Box 97
Cornwall, CT 06753

RE: Partnership Support, 2025-2026 Budget

Dear Barbara,

Thank you for the opportunity to request that the City of Shelton renew its municipal membership with the Housatonic Valley Association (HVA) with an appropriation of \$250 in your FYE 26 budget. This is the same annual membership with no increase since your membership began in 2008. Your annual support helps us keep our waters, lands, and wildlife habitat healthy as we continue working toward achieving a climate-ready Housatonic River Valley by 2040.

Together, we're leading two key initiatives to meet this goal: Follow the Forest to conserve another 50,000-acres of linked woodland corridor, and Clean, Cold and Connected Waters to restore and protect a vast network of rivers and streams. We're proud of our partnership and the progress we're making in several pivotal ways:

- Collaborating with you and the Housatonic River Commission to implement projects that help restore and preserve the values of the Housatonic as a Wild and Scenic River. This includes visitor use management, a better understanding of storm water and river communities, and culvert work.
- Supporting Cornwall's work to improve wastewater treatment in the village of West Cornwall by installing a reverse osmosis system that will both improve water quality in the Housatonic River and enable a more vital village center in the future. HVA publicly supports the plan and responded to numerous questions stemming from misinformation about the project prior to the successful vote.
- Supporting river restoration along the Housatonic on both sides of the river in Cornwall and Sharon, including Housatonic Meadows State Park, by working with local partners to remove invasive plants and replant riverbanks, all to help reduce polluted runoff and improve fish and wildlife habitat, water quality and community enjoyment of the river.
- Providing GIS mapping as needed for various Cornwall town initiatives at a reduced member rate.

Community and town partnerships are invaluable to everything we do, and we're dedicated to helping you continue to improve the quality of life for your residents as well as the health of the rivers, streams, and lands that nurture them. Thank you for all you do, and for your consideration of this request.

Sincerely,

Gina Scherbner
Director of Advancement

88 East Albert Street
Torrington, CT 06790



(860) 482-4151
fax: (860) 496-5900

December 27, 2024

TO: Financial Town Committees
RE: Annual Budget Preparation

Included is a copy of our explanatory letter from Mayor Carbone and a Town Assessment Request with your town's request highlighted. You will also note that this chart shows last year's contribution, total meals served in your town, and similar information for all other towns in our service area.

Our program understands many towns continue to face difficult times and are asking for a zero increase request for the coming year. The State of Connecticut requires town assessments to use actual numbers of meals served in our formulas. This year's request calculates using meals provided to seniors in your town during the grant year October 1, 2023 – September 30, 2024. Area service levels tend to remain consistent for meals served resulting in budget request at or near zero increase and in some cases reductions. Towns that have an increase usually have shown an increase in need for Meals on Wheels. The town request form mentioned above will allow you to determine if the request amount reduces or exceeds last year's request in specific towns.

We are always happy to accept all support available but are also financially strapped and deeply in need of funding to continue our important work for your community's elderly population. These town assessments are a substantial part of our operating budget, please continue to fully support our efforts in your community.

If you have any questions regarding this financial request, or would like me present at your town budget hearing, please contact me at the above number or address.

Thank you,

Christine Trudeau-Brown
Supervisor
LHNW Elderly Nutrition Program

City of Torrington



ELINOR CARBONE
Mayor

140 Main Street
Torrington, CT 06790-5254
Tel: (860) 489-2228
Fax: (860) 489-2541

December 27, 2024

Mr. Gordon Ridgway, First Selectman
Town Of Cornwall
PO Box 97
Cornwall, CT 06753

Dear First Selectman Ridgway,

The Litchfield Hills/Northwest Elderly Nutrition Program served over 173,000 meals to over 1,170 seniors living in the 18 towns of Northwest Connecticut during the October 1, 2023 – September 30, 2024 program year. The annual budget of \$1,236,550 for the home delivered program plus \$454,653 for congregate totaled \$1,691,203.

Demand for service is increasing, particularly the demand for home-delivered meals. Seniors become homebound due to illness or disability, therefore, are unable to shop for food and prepare their own meals. At the same time, program costs continue to increase (i.e. food, purchase of replacement trucks and truck repairs) to operate this program. Seniors are asked for a suggested donation of \$4.00 for a congregate meal, \$5.00 per day for home-delivered 2 meal packs. Many participants are low income and cannot afford to give even a small donation. This past fall the program continued a large scale fundraising effort with its 15th annual "Thanksgiving x365", Subaru Share the Love® Event, "Buy a Wheel" (a public fundraiser based in grocery stores) in addition to our smaller monthly traditional fundraising and pursuing grant opportunities. It has become evident that the programs future will be in jeopardy without additional annual fundraising and continued municipal support.

Attached please find a Request for Funds outlining an assessment, by town, to be included in your 2025-2026 town budget. The total meals served to seniors from your town have been multiplied by \$.50 per meal to arrive at your town's assessment. The program relies on the total assessment in order to continue to serve meals at our highest level possible and to balance our budget. An invoice for the current assessment request will be mailed on July 1, 2025.

You are cordially invited to visit any of our congregate meal sites, ride a route or visit our Meals on Wheels operation. Please call Joel Sekorski, Program Director at (860) 489-2211 or Christine Trudeau-Brown, Supervisor at (860) 482-4151 for additional information. They will be happy to meet with you to discuss the program. We appreciate your cooperation and support.

Warmest regards,

Elinor C. Carbone
Mayor

REQUEST FOR FUNDS / Area Towns

TOWN	DONATION REQUESTED 2024/2025	DONATIONS RECEIVED 2024/2025	DONATIONS NOT RECEIVED 2024/2025	23-24 NUMBER MEALS ASSESSED \$.50 per meal	HOME DELIVERED	TOTAL MEALS SERVED 23-24	DONATION REQUESTED 2025/2026
Barkhamsted	\$1,180.00	-	1,180.00		2522	2522	\$1,261.00
Canaan	\$577.69	-	577.69	392	1934	2326	\$1,163.00
Colebrook	\$706.00	-	706.00		1626	1626	\$813.00
Cornwall	\$366.00	-	366.00		556	556	\$278.00
Goshen	\$758.00	-	758.00		1964	1964	\$982.00
Haminton	\$1,737.00	-	1,737.00	1024	3872	4896	\$2,448.00
Kent	\$366.00	-	366.00		1930	1930	\$965.00
Litchfield	\$4,903.00	-	4,903.00		12726	12726	\$6,363.00
Morris	\$1,425.50	-	1,425.50	15	1908	1923	\$961.50
New Hartford	\$1,221.00	-	1,221.00		1706	1706	\$853.00
Norfolk	\$526.00	-	526.00		1476	1476	\$738.00
No. Canaan	\$2,308.00	-	2,308.00		5174	5174	\$2,587.00
Salisbury	\$2,708.50	-	2,708.50	1835	4518	6353	\$3,176.50
Sharon	\$979.00	-	979.00		1700	1700	\$850.00
Warren	\$272.00	-	272.00		832	832	\$416.00
Washington	\$1,848.00	-	1,848.00		4952	4952	\$2,476.00
Winchester/ Winsted	\$12,044.50	-	12,044.50	7062	22794	29856	\$14,928.00
Total	\$33,926.19	-	33,926.19	10328	72190	82518	\$41,259.00
Torrington	\$37,308.50	-	\$37,308.50	14917	75880	90797	\$37,226.77
Grand Total	\$71,234.69	-	\$71,234.69	25245	148070	173315	\$78,485.77

* Assessment Request Letter for FFY 2025/2026 will be mailed prior to January 1, 2025

Barbara Herbst

From: Jenny Langendoerfer <director@littleguild.org>
Sent: Wednesday, December 18, 2024 1:21 PM
To: Barbara Herbst
Subject: Re: Little Guild, FY '26 budget proposal

Hi Barbara,

The Little Guild is so thankful to be a part of the Cornwall Community, and for all of the wonderful support that the town has continued to provide our organization. We look forward to the year ahead in which we will be able to serve the Cornwall community by providing one of our kennels at the new facility for the use of animal control to the town of Cornwall. Most exciting, our new facility will offer several kennel capabilities we were previously unable to provide, most importantly quarantine capabilities which are critical in caring for stray dogs.

The Little Guild has provided this service for 15 years, and our operating costs have significantly gone up in that time. Unfortunately animal control services in the community have also increased significantly. Beyond the cost of keeping a kennel open for use, there is also the additional cost of food, medical treatment, spay and neuter procedures, vaccinations and daily care given by the staff. For example, the two stray Husky puppies we took in from the town earlier this year both needed altering and medical treatment, and we still have one awaiting adoption.

We hope going forward the town might be able to accommodate budgeting \$5,000 annually for this service. We look forward to being able to continue to support the community, and most especially the wonderful Town of Cornwall that we are so appreciative to be a part of.

Best,
Jenny

Jennifer Langendoerfer

Executive Director

E director@littleguild.org

The Little Guild

285 Sharon Goshen Turnpike

West Cornwall, CT 06796

P 860-672-6346

F 860-672-0213

W www.littleguild.org

On Mon, Dec 16, 2024 at 12:15 PM Barbara Herbst <finance@cornwallct.gov> wrote:

Hi Jenny,

Please submit your proposed FY '26 funding request for the Little Guild. to the finance office, Finance@Cornwallct.gov and include a narrative to support any changes in your request.

The current FY '25 budget includes an appropriation of \$2,000 to carry out the mission of the Little Guild as the municipal pound.

Cornwall's budget season is around the corner. The Bd of Selectmen would like to have the Town budget proposal done by the first week in February for presentation to the Bd of Finance in mid-February. So, we need your budget request into the finance office by February 1st at the latest, the earlier the better.

Last year, all departments worked together to achieve a budget where not everyone got all their requests, but a realistic budget was passed that balanced increasing needs with a limited tax increase.

We do not expect the demands on the public purse to decrease this year and ask that any increases requested be modest and justified.

We look forward to meeting with you in mid to late January, if necessary, to move this process forward.

Sincerely,

Gordon M Ridgway

First Selectman

Barbara E. Herbst

Finance Director

Town of Cornwall

860-672-2707

Finance@CornwallCT.gov



December 19, 2024

Gordon Ridgway, First Selectman
Town of Cornwall
24 Pine Street
P.O. Box 97
Cornwall, CT 06753

Dear First Selectman Ridgway,

Please accept this letter from the Northwest Conservation District as a request for Municipal funding for the 2025-2026 fiscal year.

FY 2025– 2026 Budget Request for the Town of Cornwall \$600

With this funding, your town and residents can benefit from a variety of services including:

- **Educational training and workshops** on land use and environmental topics. We offer customized workshops to land use staff, commissions, the design/build community and for the general public.
- **Technical reviews** of development projects adjacent to sensitive natural resources such as wetlands, rivers, and lakes. Our input covers both wetland concerns and upland review areas where we offer suggestions that help you make decisions in considering applications.
- **Wetland delineations** to confirm wetlands boundary delineations submitted to the town and for verification that delineation changes are justified and accurate.
- **Soil erosion and sediment control inspections** on active construction sites when requested by town staff to verify that construction activities comply with the land use permits issued for the project and that down-gradient properties are protected.
- **Assistance to your residents** by helping with environmental questions and connecting them with our many partners with the expertise they need.
- **Assistance to your farming community** by providing educational workshops, technical advice, and programs such as our Cover Crop Challenge which gives free seed and soil tests to farms to improve soil health and increase productivity.

Our goal is to assist your town and residents in maintaining a healthy environment for all to enjoy and live in. Your funding provides us with the capacity needed to accomplish this. Please contact us if you have any questions, or if you would like us to attend a meeting where the FY 2025-2026 budget will be discussed.

Thank you for your consideration,

Annette Lott
Interim Executive Director
Northwest Conservation District

LITCHFIELD HILLS DISTRICT PROBATE COURT
74 West Street, Post Office Box 505
Litchfield, CT 06759-0505
Telephone: 860-567-8065
Facsimile: 860-567-2538

December 30, 2024

Office of the First Selectman
Town of Cornwall
P.O. Box 97
Cornwall, CT 06753-0097

Re: Probate Court Budget for Fiscal Year 7/1/2025 - 6/30/2026

Dear Selectmen,

Enclosed with this letter is the Litchfield Hills Probate Court budget for its 2025 – 2026 fiscal year.

I am pleased to report that the court's budget has only increased by a nominal amount. While this is excellent news, I am providing additional information which you may find useful when reviewing the budget.

- Substantial technological improvements have reduced or eliminated several court expenses. Several items in the budget have increased, but these increases are almost entirely offset by this cost savings.
- While the court's total budget has increased only slightly, your town may see an increase or decrease in its required payment. In accordance with C.G.S. 45a-8, this budget is proportionately charged to each town based on its Grand List as last perfected.

Please don't hesitate to contact me if you would like to discuss this budget. I would be happy to address any questions or concerns that you may have.

Respectfully submitted,



Jordan M. Richards

DATED: 12/30/2024

Litchfield Hills Probate Court - Budget for Fiscal Year 2025/2026 Based on 2023 Grand List

Town Contributions: July 1, 2025 - June 30, 2026

<u>Town</u>	<u>2023 Grand List</u>	<u>Percent of Budget</u>	<u>Total Payments</u>	<u>Payment Due 7/1/2025</u>	<u>Payment Due 1/1/2026</u>
Kent	\$ 827,662,980	9%	\$ 5,479.41	\$ 2,739.71	\$ 2,739.71
Litchfield	\$ 1,546,302,988	17%	\$ 10,237.06	\$ 5,118.53	\$ 5,118.53
Morris	\$ 462,266,041	5%	\$ 3,060.36	\$ 1,530.18	\$ 1,530.18
Warren	\$ 503,934,654	6%	\$ 3,336.22	\$ 1,668.11	\$ 1,668.11
Harwinton	\$ 814,237,984	9%	\$ 5,390.54	\$ 2,695.27	\$ 2,695.27
Thomaston	\$ 674,361,438	8%	\$ 4,464.50	\$ 2,232.25	\$ 2,232.25
Canaan/FV	\$ 239,890,698	3%	\$ 1,588.16	\$ 794.08	\$ 794.08
Cornwall	\$ 480,492,583	5%	\$ 3,181.03	\$ 1,590.51	\$ 1,590.51
Norfolk	\$ 282,253,298	3%	\$ 1,868.61	\$ 934.31	\$ 934.31
N. Canaan	\$ 417,402,599	5%	\$ 2,763.35	\$ 1,381.67	\$ 1,381.67
Salisbury	\$ 1,512,785,651	17%	\$ 10,015.16	\$ 5,007.58	\$ 5,007.58
Sharon	\$ 1,083,871,062	12%	\$ 7,175.60	\$ 3,587.80	\$ 3,587.80
<u>Total</u>	<u>8,845,461,976</u>	<u>100%</u>	<u>\$ 58,560.00</u>	<u>\$ 29,280.00</u>	<u>\$ 29,280.00</u>

Court Budget: 7/1/2025 - 6/30/2026

Litchfield Office Rent	\$ 17,145.00
N. Canaan Office Rent	\$ 3,600.00
Fire and Liability Insurance	\$ 875.00
Internet Service and Technology	\$ 5,320.00
Phone Service	\$ 7,800.00
Security System	\$ 1,320.00
Copy Machine & Fax Supplies	\$ 500.00
Mailing Expenses	\$ 12,000.00
Miscellaneous Expenses	\$ 500.00
Office Supplies and Printing	\$ 9,000.00
Subscriptions	\$ 500.00
<u>Total Budget</u>	<u>\$ 58,560.00</u>

Town of Cornwall FY '26 Budget

	Jul '22 - Jun 23		Jul '23 - Jun 24		Jul '24 - Jun 25		Proposed
	Actuals FY '23	Budget	Actuals FY '24	Budget	Actuals to Date	Budget	Jul '25 - Jun 26
Registrars of Voters							
56601 · Early Voting Wağ	-		-		7,917		*10,000
56602 · Registrars' Salar	10,027	11,427	9,082	10,391	7,640	8,032	10,000
56603 · Election Worker	1,933	2,307	1,397	3,038	2,943	9,995	2750
56805 · Office Supplies	599	200	2,788	325	699	300	*800
56809 · Mileage / Travel	-	50	-	50	-	50	50
56810 · Meetings/Memb	1,300	200	2,255	1,200	750	1,650	1330
56816 · Contracted Serv	2,689	2,550	2,653	3,278	1,954	2,000	*1660
56846 · Postage	159	70	143	95	73	95	150
Total Registrars of Voters	16,707	16,804	18,318	18,377	21,976	22,122	26,740 -

	Current Rates	Hrs Budgeted	
AB Counter	\$16.12	265.9	4286.61
Deputy Registrar	\$21.43	100.0	2143.43
Machine Tender	\$16.12	20.0	322.39
RoV Mechanic	\$18.10	25.0	452.43
Rov Moderator	\$22.02	60.0	1321.28
Poll worker	\$16.12	100.0	1611.95
Registrar	\$26.12	302.0	7888.43
			18026.52

Ct Minimum wage increases to \$16.35 on 1.1.25

- *Early Voting wages figure assumes no primary and no significant legislative vote for reduction of hours**
- *Supplies increase includes color printer which is recommended by SOTS**
- *Contracted services is a "guesstimate" of fees for the new tabulators**

Visiting Nurse & Hospice of Litchfield County



October 29, 2024

Mr. Gordon M Ridgway, First Selectman
Town Office Building
26 Pine Street
Cornwall, CT 06753

Dear Mr. Ridgway:

RE: Budget request for 2025-2026

Visiting Nurse & Hospice of Litchfield County functions as both a Visiting Nurse Association VNA and a Town Public Health Department. The former operates under physician's orders for home care services that are acute and therapeutic in nature. It involves the disciplines of nursing, physical, speech and occupational therapy, medical social services and home health aides. These VNA services, due to their nature, are usually reimbursable, mainly by some third-party payer (Medicare, Medicaid, private insurance carriers, etc.).

The latter function, as a health department, involves running public health clinics and programs such as flu vaccine, blood pressure and foot care clinics, bend and stretch programs and Tai Chi and making home visits for health promotion, teaching, monitoring, and/or counseling in which there is no third-party reimbursement.

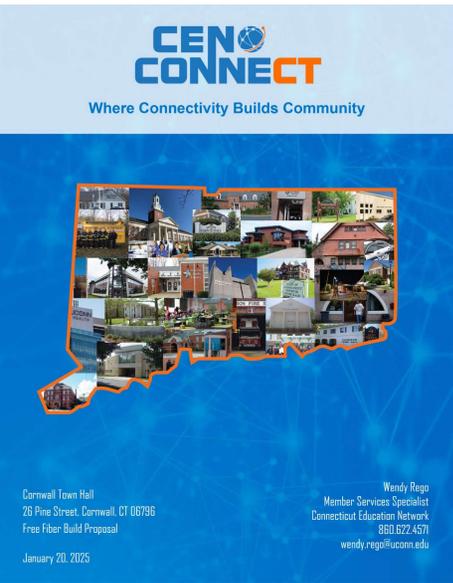
Our request to serve as your Public Health Agency for the fiscal year 2025-2026 will be \$4,500 which represents a zero percent increase from the previous year's budget. **This budget, if approved, will be billed to the town quarterly.**

Thank you. If you should have any questions or would like further information, please contact me at (860) 379-8561.

Sincerely,

A handwritten signature in black ink that reads "Michael Caselas".

Michael Caselas
Executive Director



- We recently received a proposal from CEN (Connecticut Education Network) to provide high speed dedicated fiber internet to Town Hall and potentially some other municipal buildings.
- Cornwall tech squad has been on the case evaluating the program and proposal.

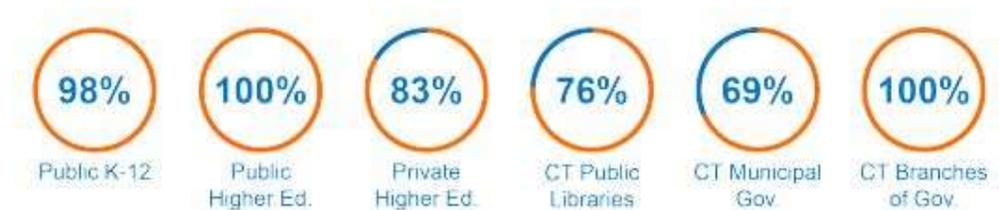
What is CEN Connect - History

- CEN is a state organization governed by Connecticut's Commission for Educational Technology and was created by state statute in 2000.
- Law Defined the need for an advanced network across the state and laid some of the key the groundwork
- CEN was conceived shortly thereafter initially to attain the goal of connecting all institutions of higher education, libraries, public elementary, secondary schools though a statewide high speed network

History Cont.

- Federal funding through the Broadband Technologies Opportunities Program in 2009 helped refresh the infrastructure and expanded the scope to allow municipalities, state agencies, healthcare.
- Through the years CEN's critical infrastructure has continued to grow and provide value though advanced network services.
- The approach and not for profit delivery is fundamentally different from a normal ISP and represents a unique value proposition for municipalities when it comes to key considerations like cost, scalability, redundancy, security, and speed.

Today CEN provides gigabit fiber service to more than 650 members and 1.8 million CT residents.



Recent News

- In november of 2023, Governor Ned Lamont announced that the U.S. Department of Treasury approved his administration’s plan to invest a \$70.9 million grant the state received from the American Rescue Plan Capital Projects Fund to upgrade network and cybersecurity infrastructure in the Connecticut Education Network (CEN).
- This program provides towns like Cornwall, fiber-based, high-capacity services. The proposal reflects that investment where they are offering towns \$100,000 in grant money for the build and direct connection to the CEN network.
- Similar to cable TV in the 80’s, the Northwest Corner has been one of the last areas of the state to be fully fiberized and now with ARPA funds coming to an end, it means we will want to make a decision on this relativity soon.

Fiber Map

CEN offers a 3,200 route mile fiber optic network for high-speed, dedicated, optical transport.

Fully meshed core with resilient edge ring design.

Majority of our members benefit from ‘east-west’ dual connections to our backbone resulting in unparalleled up-time.



Quality

CEN's scalable, resilient network design offers a combination of performance attributes for speed, latency, reliability, and security. 99.99% Uptime.



Value

CEN's Cost Recovery model provides lower pricing, more included services, and larger feature sets as compared to other for-profit ISPs.



Service

CEN's Connecticut based team backs its members with a 24/7/365 Network Operations Center (NOC) and access to senior technical staff for the most consistent, local, expert service available.



Security

CEN provides premium security services at no additional cost. Members are protected from Distributed Denial of Service (DDoS) attacks with CEN's monitoring and mitigation service, reducing the burden on member technical staff. Opt in to blocking for dangerous or harmful sites similar to what schools do.



Collaboration

CEN is also a network of member professionals sharing expertise, buying power, and best practices. Working with CEN team members in governance councils and training projects, members share in the development of CEN's strategy and product offerings.

Included Features



All Fiber Network
High performance and low latency connectivity.



Equitable Pricing Model
Bandwidth tiers ranging from 25 Mbps to 100 Gbps. All features included at no additional fee.



Symmetrical Upload and Download Speeds
1Gbps, 10Gbps, or 100Gbps Ethernet handoffs.



No Data Caps, No Rate Limiting or Throttling
Burst at any time to the full handoff speed.



Jumbo Frame Support
9000 MTU for high capacity throughput.

What is a IRU

An IRU, or "Indefeasible Right of Use," is a contractual agreement in the telecommunications industry that grants a user the exclusive and irrevocable right to utilize a specific portion of a network infrastructure, like a fiber optic cable, for a predetermined period, essentially providing a guaranteed access to that network capacity that cannot be revoked or voided by the owner; the term "indefeasible" signifies that the right is not capable of being annulled or undone.

CEN Connect program

The CEN Connect program is investing approximately \$100K per site in the form of a 20-year dedicated fiber IRU (indefeasible right of use) for each eligible site, thereby eliminating the cost of "last mile" fiber build and transport costs for your Town. As a result, the Town's obligations are the annually renewable bandwidth tier commitment and the fiber maintenance as delineated in the cost proposal.

Investments



CEN invests \$100,000 to connect your Institution to the network backbone

Member Cost Example



1G, 10G or 100G circuit
Billing tiers as low as \$123 / month

\$35 / month

As low as \$158 / month!

Features & Services

Service Category	Service / Feature	CEN DIA Bundle
Fiber Circuit Performance	Dual, east/west connectivity	Included
	Managed router	Included
	Ability to burst to line speed	Included
	Cloud connectivity to AWS, MER, GCP, OCI	Included
	Ultra-low latency	Included
	No oversubscription (ratio 1:1)	Included
Security	Dedicated bandwidth	Included
	IPv4 subnets (/29)	Included
	IPv6 subnets (/48)	Included
	DNS hosting	Included
	DDoS protection	Included
	CIPA web filtering	Included
Community Collaboration	DNS firewall	Included
	Member training events and Annual Member Conference	Included
Management & Monitoring	Consortium pricing	Included
	24x7x365 Proactive Monitoring	Included
	No data caps and no charge for overages	Included

Pricing

CEN is pleased to provide the following products and pricing. Fiber Maintenance accompanies the 20-year fiber IRU. The fiber IRU is funded by the CEN Connect program. Total monthly cost is the sum of the CEN DIA Bundle option selected and the Fiber Maintenance.

CEN offers bandwidth tiers ranging from 25M to 100G. The majority of CEN member Towns subscribe to our 25M bandwidth tier, which is the tier we recommend for your Town.

It is important to take note that the Town is receiving a full 1G connection for this price. Internet traffic will burst to the full 1G speed any time it is needed without additional overage fees. CEN reviews member bandwidth usage annually.

Location #1: Cornwall Town Hall, 26 Pine Street, Cornwall, CT 06753 spliced into the CEN backbone

Products and Services	Bandwidth (Mbps)	Handoff Speed (Mbps)	Quantity	Term (months)	Monthly Recurring Cost (MRC)
CEN DIA Bundle	25M	1,000M	1	12	\$123
Fiber Maintenance	n/a	n/a	1	240	\$35

Location #4: Cornwall Town Hall's Second Building, 24 Pine Street, Cornwall, CT 06754 to Cornwall Town Hall, 26 Pine Street, Cornwall (West Cornwall), CT 06753 (pending approval)

Products and Services	Bandwidth (Mbps)	Handoff Speed (Mbps)	Quantity	Term (months)	Monthly Recurring Cost (MRC)
Fiber Maintenance	n/a	n/a	1	240	\$35

Location #2: Cornwall Department of Public Works, 24 Furnace Brook Road, Cornwall, CT 06754 to Cornwall Town Hall, 26 Pine Street, Cornwall (West Cornwall), CT 06753 (pending approval)

Products and Services	Bandwidth (Mbps)	Handoff Speed (Mbps)	Quantity	Term (months)	Monthly Recurring Cost (MRC)
Fiber Maintenance	n/a	n/a	1	240	\$35

Location #3: Cornwall Transfer Station, 24 Furnace Brook Road, Cornwall, CT 06754 to Cornwall Town Hall, 26 Pine Street, Cornwall (West Cornwall), CT 06753 (pending approval)

Products and Services	Bandwidth (Mbps)	Handoff Speed (Mbps)	Quantity	Term (months)	Monthly Recurring Cost (MRC)
Fiber Maintenance	n/a	n/a	1	240	\$35

Other Possible Costs

- According to Greg, we should be in pretty good shape at Town Hall with the needed equipment in terms of racks, router ect.
- Might need a rack and a router for the Highway Garage
- IT Consultant Time - Should be fairly plug and play type of thing where their router plugs into our switch. In case any issue or initial config needs to be done.

Phone Service

- Different from our phone service which is through Frontier. At this point it would likely make sense to stay with them since it's an older more reliable non-voip solution that doesn't need the internet to work.
- UPS backup or something like that might help with power outages where the power is down but the phone is still up.
- Future if we did look at a pure play VOIP calling solution then it could run through CEN network.

Other Possible Solutions

Upgrade to Optimum or Frontier Fiber who are offering lucrative introductory rates to get people to upgrade which would likely result in cost savings in the short term.

A boost in speed but the same downsides mentioned previously of being on a shared for-profit network.

Current Internet Solution & Spend

Current provider is Optimum and we are using their broadband probably the 300 Mbps service.

Current Spend Across the Board for Internet per month

- Both Buildings at Town Hall (\$150 a piece)
- Highway Dept (\$150)
- Hammond Beach (\$150) - might only be seasonal

Downsides: Shared for profit network, less speed, redundancy, security, and price control.

Cost Benefit Analysis & Overall Analysis

While there are other for-profit providers like Optimum and Frontier that are offering some good initial deals for fiber, it's unlikely we would see better total cost of ownership over the long term when you analyze all the key considerations. Also when you factor in how the cost recovery model is setup and being a state entity.

Type of thing where it's important to not just look down and in but also up and out and enabling next gen internet infrastructure for town in a low cost scalable model that would serve us for many years to come.

Next Steps

- Make decision
- Heard from Wendy our Member Services Specialist from CEN today who provided the updated proposal which I presented key portions of tonight.
- Town Hall is approved at this time. The "other buildings" will get approved in the next month.
- Sent the Network Access Service Agreement (NASA) via DocuSign to for signature for only the Town Hall connection at this time. They need this signed by the end of January to keep us eligible for the program. It is possible to get an extension if needed. The other buildings will be added later once they are approved at which time we would revised the Appendix B of the Agreement.