

BERLIN TOWN COUNCIL CHAMBERS IS INVITING YOU TO A SCHEDULED ZOOM MEETING.

[HTTPS://BERLINCT-
GOV.ZOOM.US/J/88091273211?PWD=XICFBUQDD1CZDW7ULKBMNXJX5KQ983.1](https://berlinct.gov.zoom.us/j/88091273211?pwd=XICFBUQDD1CZDW7ULKBMNXJX5KQ983.1)
MEETING ID: 880 9127 3211
PASSCODE: 002058

+1-646-931-3860

TOWN OF BERLIN
TOWN COUNCIL MEETING
Tuesday, May 6, 2025
Town Council Chambers (in person)
Remote Meeting
7:00 P.M.

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. ROLL CALL
- D. PRESENTATION OF PROCLAMATION Wilfred H. Petit, Jr.
Johanna Meisterling's 100th Birthday
- E. AUDIENCE OF CITIZENS
- F. MAYOR'S UPDATE
- G. MEETING AGENDA – Immediately Following the Mayor's Update
- H. CONSENT AGENDA:
 - 1. Topic re: Accept monetary donations totaling \$390.00 and deposit \$150.00 into the Unrestricted Donations account for the library's greatest needs and deposit \$240.00 into the Library Agency account for the acquisition of books. – Berlin-Peck Memorial Library
 - 2. Topic re: Approve waiving the Police fees in the estimated amount of \$1,234.80 for the Berlin Fire Department Car Show that will take place on Saturday, May 24, 2025. – Police
 - 3. Topic re: Approve waiving the Police fees in the estimated amount of \$1,234.80 for the Team Red Dragon MTB Race that will take place on Saturday June 7, 2025. - Police

4. Topic re: Accept the donations of 1000.00 and appropriate the funds to the Police Cadet Program Expenditure Account. – Police
5. Topic re: Accept the donation of \$200.00 and appropriate the funds to the Supplies Expenditure Account. – Police
6. Topic re: Accept the donations of \$350.00 and appropriate the funds to the Police K9 Program Expenditure Account. - Police

I. PUBLIC HEARINGS

Public Hearing: The Town Council of the Town of Berlin will meet at Berlin Town Hall, Council Chambers, 240 Kensington Road, Berlin, CT on Tuesday, May 6, 2025, at 7:00 p.m. for the purpose of holding a public hearing on the following proposed ordinances of the Town, said ordinances being entitled as follows:

1. “AN ORDINANCE APPROPRIATING \$2,000,000 FOR ATHLETIC FACILITY IMPROVEMENTS (2025) AND AUTHORIZING THE ISSUE OF \$2,000,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION, AND PENDING THE ISSUANCE THEREOF, THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE”.

Public Hearing: The Town Council of the Town of Berlin will meet at Berlin Town Hall, Council Chambers, 240 Kensington Road, Berlin, CT on Tuesday, May 6, 2025, at 7:00 p.m. for the purpose of holding a public hearing on the following proposed ordinances of the Town, said ordinances being entitled as follows:

2. “AN ORDINANCE APPROPRIATING \$1,500,000 FOR FIRE VEHICLES (2025) AND AUTHORIZING THE ISSUE OF \$1,500,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION, AND PENDING THE ISSUANCE THEREOF, THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE”.

J. NEW BUSINESS:

1. Topic re: Discussion and possible action concerning the budget. – Town Clerk
2. Topic re: Approve the Willard School replacement boiler, burner and accessories quote from Torreo Supply of Bristol, CT utilizing MHEC Contract pricing for an amount not to exceed \$55,000 which includes a 10 percent contingency also approve the Willard School Boiler replacement labor quote from On-Call and State Contractor Central Mechanical Services of Cromwell, CT for an amount not to exceed \$21,400 which includes a 10 percent contingency. – Facilities
3. Topic re: Authorize the Town Manager to execute a subordination agreement to Thomaston Savings Bank and Connecticut Housing Finance Authority with respect to the Town’s mortgage from Newport 848 Farmington Ave, LLC related to a façade program grant that is recorded at Volume 773, page 226 of

the Berlin Land Records, subject to the review and approval of Corporation Counsel. – Economic Development

4. Topic re: Discussion and possible action to schedule a public hearing on May 20, 2025, at 7:00 pm to discuss a proposed Tax Abatement Ordinance as authorized by section 8-215 of the Connecticut General Statutes. – Town Manager
5. Topic re: Support proposals from the Prudence Crandall Center, Berlin Lions Charities, Inc., and CCARC, Inc., for the 2025 Connecticut Neighborhood Assistance Act (NAA) Tax Credit Program and approve the setting of a Public Hearing for Tuesday, June 3, 2025 at 7:00 p.m. to discuss the proposals from the Prudence Crandall Center, Berlin Lions Charities, Inc. and CCARC, Inc., for the 2025 CT NAA Tax Credit Program and to solicit citizen input and designate Ryan Curley, Town Manager, the liaison for the Town of Berlin to handle all Neighborhood Assistance matters. – Town Manager

K. TOWN MANAGER’S REPORT:

L. SPECIAL COMMITTEE REPORTS:

M. COUNCILORS’ COMMUNICATION:

N. ACCEPTANCE OF MINUTES: April 22, 2025

O. ADJOURNMENT



TOWN OF BERLIN

Town Council

PROCLAMATION

IT HEREBY KNOWN TO ALL THAT:

The Town of Berlin hereby recognizes

Wilfred H. Petit, Jr.

Wilfred known to all as Bill was born in 1947 in East Berlin but soon moved to Berlin where he has lived his entire life. As a kid, he played Little League and helped his dad build dugouts on two Town fields. He met the love of his life, Linda, when she moved in next door to him. He was 12 years old, and she was 10. They dated on and off through high school. In 1966, as Linda was about to graduate and Bill was heading into the National Guard, they got engaged. They married soon thereafter, in 1967. They have two sons, Billy and Steve. Both sons proudly joined their father in his custom cabinet business which Bill started when the boys were very young. They have three beautiful granddaughters, and their time is happily spent following them around to all their sporting events.

Bill has spent approximately 45 years volunteering. He went from coaching and umpiring locally to umpiring college games and ultimately umpiring at two Little League World Series. He served as the President of Berlin Little League for many years. He started and coached the Berlin Little League Challenger Division of Berlin Little League which was committed to ensuring all children and adults with physical and/or developmental challenges have a chance to play baseball and softball regardless of ability. In June 1998, the Little League complex was dedicated and named the Bill Petit Little League Complex with Petit Field 1 and Petit Field 2. Bill oversaw the design and construction of the complex and eventually an indoor batting cage was added. Bill put Berlin Little League on the map. Both, Bill and Berlin Little League are well known throughout Connecticut and in Williamstown, PA – home of Little League.

In recognition of Bill's service and dedication to the Town of Berlin, his family and the many contributions he made to Berlin Little League, the Town Council hereby recognizes **Wilfred H. Petit, Jr.** and extends best wishes to him for many years of health and happiness in his future endeavors.

Dated this 27th day of April, 2025.

Mark H. Kaczynski, Mayor



TOWN OF BERLIN

Town Council

PROCLAMATION

IT HEREBY KNOWN TO ALL THAT:

The Town of Berlin hereby recognizes

Johanna Meisterling's 100th Birthday

Johanna Meisterling was born on April 1, 1925, in New Britain, Connecticut, and has brought a century's worth of wisdom, compassion, and service to her community; Johanna is a proud graduate of New Britain High School, and a dedicated healthcare professional who began her nursing education at Hartford Hospital and further specialized in neurology through training at McGill University in Canada.

On October 20, 1950, Johanna married her beloved husband, Robert, and together they built a loving family, raising three children—Jane, Michael, and Mary—and later welcoming two grandchildren, David and Taylor, with the joyful anticipation of a great-grandchild arriving in May 2025.

Johanna's professional achievements are groundbreaking; in 1965, she became a therapist with Dr. Waskowitz and Dr. Thomas and went on to become the first known rehab case manager in Connecticut—and possibly the industry—at Liberty Mutual, where she also trained others in this important field.

Beyond her professional life, Johanna has contributed immeasurably to her community as an active volunteer with numerous local organizations, including AARP Chapter 1035, the Berlin Historical Society, Berlin Garden Club, Widow Group at Sacred Heart Church, Sacred Heart Ladies Guild, Sacred Heart Forever Club, Berlin Food Pantry, the Berlin Fair (as a nurse), and St. Theresa's Mother Circle; and Johanna continues to inspire those around her with her love of gardening, sewing, knitting, traveling, and connecting with people from all walks of life.

Now, Therefore, Be It Resolved, that we honor and celebrate the remarkable life of **Johanna Meisterling** on the occasion of her **100th Birthday**. We extend our deepest appreciation for her contributions to healthcare, her community spirit, and the joy she brings to all who know her.

Happy 100th Birthday, Johanna!

May your legacy of care, service, and love continue to shine for generations to come.

Dated this 15th day of April, 2025

Mark H. Kaczynski, Mayor

Consent

Agenda Item No. 1
Request for Town Council Action

TO: The Honorable Mayor and Town Council

FROM: Ryan Curley, Town Manager *RC*

DATE: April 25, 2025

SUBJECT: Accept Library Donations

Summary of Agenda Item:

Accept donations to the Berlin-Peck Memorial Library

Category	Amount	Description	Purpose	Donor
Cash	100.00	Unrestricted Donations	libraries greatest need for circulation desk workers	Christine M. Meng
	50.00	Unrestricted Donations	libraries greatest need in memory of Mary Ann Peifer	New Britain Senior High School Class of 1956
	240.00	Library Agency Acct.	acquisition of books	Joanne M. Pigott Fund
	390.00			

Funding:

No funding needed

Action Needed:

Move to accept monetary donations totaling \$390.00 and deposit \$150.00 into the Unrestricted Donations account for the purchase of the libraries greatest needs and deposit \$240.00 into the Library Agency account for the acquisition of books.

Attachments:

n/a

Prepared By:

Carrie Tyszka, Library Director *CT*

TO: The Honorable Mayor and Town Council

FROM: Ryan Curley - Town Manager RC

DATE: April 21, 2025

SUBJECT: Request for Fee Waiver – Berlin Fire Department Car Show 2025

Summary of Agenda Item:

The Berlin Fire Department Car Show is being held on Saturday, May 24, 2025 with a rain date of the 25th. According to the application, the show raises money to benefit less fortunate local veterans.

Funding:

Officers assigned to this event would be paid from the extra duty account #001.15.1532.0.51440.00000.

Action Needed:

Move to approve waiving the Police fees in the estimated amount of \$1,234.80 for the Berlin Fire Department Car Show that will take place on Saturday, May 24, 2025.

Attachments:

Request for Fee Waiver Form

Prepared By:

Lieutenant Michael Jobes, Berlin Police Department

MWO



TOWN OF BERLIN

Request for Fee Waiver

Requesting Organization: BERLIN FIRE DEPT	Date: 4/17/25
Contact Name: MAT STURGEON	
Phone Number: 860 302 6492	
Event: CAR SHOW	Date of Event: 5-24-25
Location of the Event: SAGE PARK	RAIN DATE - 5-25-25
What fee do you want waived: POLICE TRAFFIC DETAIL	
Identify the hardship incurred: Event does not raise a significant amount	
Identify how your organization benefits the Town of Berlin as outlined in the below criteria. Please be specific: All proceeds are donated to our local veterans to assist the less fortunate veterans.	

Town Manager review:

Does it meet the standards set forth in the "Policy on Fees and Charges?"

Yes ☐

No ☐

If so, which criteria:

- ☐ Raises funds to supplement Town budgeted services.
- ☐ Raises funds for programs normally funded by the Town.
- ☒ Raises funds for Non-Profit groups, which have contributed substantially to the community.
- ☐ Nationally or State affiliated program which provide programs for local youth.
- ☐ Raises funds for scholarships of Berlin students.
- ☐ Raises funds for elderly citizens.

TOWN OF BERLIN

Request for Fee Waiver

Name of Non-Profit or Political Organization: BERLIN FIRE DEPT

Comments: BERLIN FIRE CAR SHOW - SAGE PARK
SATURDAY OF MEMORIAL DAY WEEKEND (5-24-25)
WITH A RAIN DATE OF SUNDAY (5-25-25)


Signature

4-17-25
Date


Town Manager Signature

4/23/25
Date

Organizations requesting a waiver of fees **must** complete the Request for Fee Waiver **prior** to the event. The request should be filled out in accordance with Section J, Policy on Fees & Charges, restated below.

1. Fee Waiver Policy

1. Fee waivers will be granted on an ad-hoc basis giving due consideration to the financial needs of the Town and the fiscal impact of the waiver upon the Town.
2. Preference for fee waivers will be given to those private, non-profit organizations that serve Berlin that are proposing events which will raise funds that are intended to supplement Town funds for budgeted items or programs, raise funds for programs that would normally be funded by the Town, raise funds for programs by non-profit groups that have contributed substantially to the community, raise funds for programs for local senior or youth groups with a state or national affiliation or raise funds for scholarships for Berlin students.
3. The Town of Berlin will grant fee waivers sparingly with due consideration given to the costs and benefits derived from the fee waiver.
4. Golf Course charity fees will be set at the 18 hole resident rate.
5. The Town Council will consider waiving fees only when the Town Manager receives in writing a request stating that an undue hardship exists and the overall benefit the community will receive as a result of the program. Such waivers must be submitted at least one month in advance of the event for which the waiver is sought.
6. Any and all fee waivers are at the sole discretion of the Town Council.

BERLIN POLICE DEPARTMENT

Lieutenant Michael Jobes · Support Services Division
Email: mjobes@berlinpd.org Phone: (860) 828-7088

Date: April 25, 2025

Event Name: Berlin Fire Department Car Show 2025

Requestor/Organization: Berlin Fire Department

Date of Event: May 24, 2025 rain date 25th

Number of Officers: (1)

Time: 0800-1600

Contract Rate: Private Duty, 8 hrs 859.84
Town Surcharge 25% 214.96
Cruiser Fee 160.00
Total 1,234.80

Function of Officer Assigned: Event held on town property, assist with traffic issues entering or exiting onto Berlin Tpke.

Lt. Michael Jobes

Consent

Agenda Item No. 3
Request for Town Council Action

TO: The Honorable Mayor and Town Council

FROM: Ryan Curley - Town Manager RC

DATE: April 21, 2025

SUBJECT: Request for Fee Waiver –Team Red Dragon MTB Race 2025

Summary of Agenda Item:

The Connecticut Cycling Advancement Program is holding the Team Dragon MTB Race on Saturday June 7, 2025 with a rain date on the 8th. According to the application, this race benefits the Berlin High School Cycling Team.

Funding:

Officers assigned to this event would be paid from the extra duty account #001.15.1532.0.51440.00000.

Action Needed:

Move to approve waiving the Police fees in the estimated amount of \$1,234.80 for the Team Red Dragon MTB Race that will take place on Saturday June 7, 2025.

Attachments:

Request for Fee Waiver Form

Prepared By:

Lieutenant Michael Jobes, Berlin Police Department

MWT



TOWN OF BERLIN

Request for Fee Waiver

Requesting Organization: The Connecticut Cycling Advancement Program	Date: 4/14/25
Contact Name: Brian Wolfe	
Phone Number: (860) 295-4028	
Event: Team Red Dragon MTB Race	Date of Event: 06/07/25 Rain date: 6/08/25
Location of the Event: Hatchery Brook Conservation Area, 685 Orchard Rd, Berlin, CT 06037	
What fee do you want waived: The police services fee. We hire the police to direct traffic as racers and their families cross Orchard Rd from Linden Dr to participate in our race. The estimated total cost by the Berlin Police Department as of 4/15/25 is Approximately \$1234.80	
Identify the hardship incurred: We are a local non-profit that organizes youth cycling teams and activities around the state. This race benefits the Berlin High Cycling Team with the entry fees collected from adult racers. The police services is our largest expense and jeopardizes the feasibility of the race. We would greatly appreciate a reduction or elimination of the fees rendered from the race.	
Identify how your organization benefits the Town of Berlin as outlined in the below criteria. Please be specific: Berlin High School partners with our organization to give kids the opportunity to participate on an organized cycling team with their peers. It gives them exposure into cycling, and offers them the potential to secure college scholarships and gain positive life experiences through cycling.	

Town Manager review:

Does it meet the standards set forth in the "Policy on Fees and Charges?"

Yes



No



If so, which criteria:



Raises funds to supplement Town budgeted services.



Raises funds for programs normally funded by the Town.



Raises funds for Non-Profit groups, which have contributed substantially to the community.



Nationally or State affiliated program which provide programs for local youth.



Raises funds for scholarships of Berlin students.



Raises funds for elderly citizens.

TOWN OF BERLIN

Request for Fee Waiver

Name of Non-Profit or Political Organization: The Connecticut Cycling Advancement Program

Comments:

Brian Wolfe
Signature

4/14/25
Date

Ryan J. Leahy
Town Manager Signature

4/23/25
Date

Organizations requesting a waiver of fees **must** complete the Request for Fee Waiver **prior** to the event. The request should be filled out in accordance with Section J, Policy on Fees & Charges, restated below.

1. Fee Waiver Policy

1. Fee waivers will be granted on an ad-hoc basis giving due consideration to the financial needs of the Town and the fiscal impact of the waiver upon the Town.
2. Preference for fee waivers will be given to those private, non-profit organizations that serve Berlin that are proposing events which will raise funds that are intended to supplement Town funds for budgeted items or programs, raise funds for programs that would normally be funded by the Town, raise funds for programs by non-profit groups that have contributed substantially to the community, raise funds for programs for local senior or youth groups with a state or national affiliation or raise funds for scholarships for Berlin students.
3. The Town of Berlin will grant fee waivers sparingly with due consideration given to the costs and benefits derived from the fee waiver.
4. Golf Course charity fees will be set at the 18 hole resident rate.
5. The Town Council will consider waiving fees only when the Town Manager receives in writing a request stating that an undue hardship exists and the overall benefit the community will receive as a result of the program. Such waivers must be submitted at least one month in advance of the event for which the waiver is sought.
6. Any and all fee waivers are at the sole discretion of the Town Council.

BERLIN POLICE DEPARTMENT

Lieutenant Michael Jobes · Support Services Division
Email: mjobes@berlinpd.org Phone: (860) 828-7088

Date: April 25, 2025

Event Name: Team Red Dragon MTB Race 2025 "Hatchery Brook Mountain Bike Race"

Requestor/Organization: Connecticut Cycling Advancement Program

Date of Event: June 7, 2025

Number of Officers: (1) Eight Hours

Time: 0730-1530hrs

Contract Rate: Private Duty, 8 hrs 859.84
Town Surcharge 25% 214.96
Cruiser Fee 160.00
Total 1,234.80

Function of Officer Assigned: Position Cruiser on Orchard Rd. with emergency lights activated to slow traffic and warn them of pedestrians in the roadway. Assist with crossing pedestrian and set up cones.

Lt. Michael Jobes

Consent

Agenda Item No. 4
Request for Town Council Action

TO: The Honorable Mayor and Town Council

FROM: Ryan Curley, Town Manager *RC*

DATE: April 24, 2025

SUBJECT: Donations for Police Cadet Program

Summary of Agenda Item:

The Police Department has received \$ 1000.00 in donations from Berlin Lions Club to the Police Cadet Program.

These funds will be deposited into the Donations Fund Revenue Account # 100.05.0505.2.45100.00000 and appropriated to the Cadet Program Expenditure Account # 100.15.1532.0.53472.00000.

Funding

No funding needed.

Action Needed:

Move to accept the donations of 1000.00 and appropriate the funds to the Police Cadet Program Expenditure Account.

Attachments:

None

Prepared By:

Deputy Chief Drew Gallupe *DG*

Consent
Agenda Item No. 5
Request for Town Council Action

TO: The Honorable Mayor and Town Council

FROM: Ryan Curley, Town Manager *RC*

DATE: April 24, 2025

SUBJECT: Donation for supplies.

Summary of Agenda Item:

The Police Department has received \$200.00 in donations by Donna Barrows (100) Tiffany Nguyen (50), Anne M Pie, Suzane Edgato (50) for supplies.

These funds will be deposited into the Donations Fund Revenue Account # 100.05.0505.2.45100.00000 and appropriated to the Supplies Expenditure Account # 100.15.1532.0.53201.00000.

Funding

No funding needed.

Action Needed:

Move to accept the donation of \$200.00 and appropriate the funds to the Supplies Expenditure Account.

Attachments:

None

Prepared By:

Deputy Chief Drew Gallupe *DG*

Consent

Agenda Item No. 6
Request for Town Council Action

TO: The Honorable Mayor and Town Council

FROM: Ryan Curley, Town Manager *RC*

DATE: April 24, 2025

SUBJECT: Donations for K9 Program

Summary of Agenda Item:

The Police Department has received \$350.00 in donations from Liam Mitchell (250), Rita Romegialli (100), to the K9 Program.

These funds will be deposited into the Donations Fund Revenue Account # 100.05.0505.2.45100.00000 and appropriated to the K9 Program Expenditure Account # 100.15.1532.0.53225.00000.

Funding

No funding needed.

Action Needed:

Move to accept the donations of \$350.00 and appropriate the funds to the Police K9 Program Expenditure Account.

Attachments:

None

Prepared By:

Deputy Chief Drew Gallupe *DG*

**NOTICE OF PUBLIC HEARING
THE TOWN OF BERLIN
MAY 6, 2025**

The Town Council of the Town of Berlin will meet at Berlin Town Hall, Council Chambers, 240 Kensington Road, Berlin, CT on Tuesday, May 6, 2025, at 7:00 p.m. for the purpose of holding a public hearing on the following proposed ordinances of the Town, said ordinances being entitled as follows:

1. "AN ORDINANCE APPROPRIATING \$1,500,000 FOR FIRE VEHICLES (2025) AND AUTHORIZING THE ISSUE OF \$1,500,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION, AND PENDING THE ISSUANCE THEREOF, THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE".
2. "AN ORDINANCE APPROPRIATING \$2,000,000 FOR ATHLETIC FACILITY IMPROVEMENTS (2025) AND AUTHORIZING THE ISSUE OF \$2,000,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION, AND PENDING THE ISSUANCE THEREOF, THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE".

Copies of said proposed ordinances are on file open to public inspection at the Office of the Town Clerk.

Dated at Berlin, Connecticut this 24th day of April 2025.

Kathryn J. Wall
Town Clerk

Publication Date:
April 29, 2025
New Britain Herald

Agenda Item No. 1
Request for Town Council Action

TO: The Honorable Mayor and Town Council
FROM: Ryan Curley, Town Manager *RC*
DATE: April 30, 2025
SUBJECT: 2025/2026 Town Budget and Board of Education Budgets

Summary of Agenda Item:

The Budget Referendum was held on April 29, 2025.

The results are:

Number of Eligible Voters:	16,042
Number of Property Owner/Taxpayers (who voted)	0
Number of Votes Cast:	712
Percentage that Voted:	4.44% (not including taxpayers)

The following questions were presented:

“Shall the proposed general government budget for 2025/2026 fiscal year be adopted?”

Results:	Yes	359	No	347
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Advisory Question 1 “If you voted no on the general government budget, is the budget...”

Too High	302	Too Low	61
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“Shall the proposed Board of Education budget for the 2025/2026 fiscal year be adopted?”

Results	Yes	337	No	368
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Advisory Question 2 “If you voted no on the Board of Education Budget, is the budget...”

Too High	286	Too Low	102
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The Board of Finance will hold their meeting to discuss the result of the referendum on Monday, May 5th. Our Finance Director, Kevin Delaney, will be available at your meeting to discuss the recommendations from the Board of Finance.

Action Needed:

Discussion and possible action concerning the budget.

Attachments:

None

Prepared By: Kate Wall, Town Clerk

A handwritten signature in black ink, appearing to be 'K Wall', written over the text 'Kate Wall, Town Clerk'.

Agenda Item No. 42
Request for Town Council Action

TO: The Honorable Mayor and Town Council
FROM: Ryan Curley, Town Manager *RC*
DATE: April 28, 2025
SUBJECT: Willard School Boiler Replacement 1 of 2

Summary of Agenda Item:

The boilers with dual fuel burners at Willard School are over 30 years old. The burners are no longer manufactured and have been experiencing several breakdowns with parts becoming obsolete and repair options running out. An engineering assessment was performed with replacement options reviewed and approved by the Public Building Commission. The decision was made to proceed with the available closest direct replacement boiler 1 of 2 with a new gas burner and accessories. The second boiler will be requested in future budgets. Torroco Supply of Bristol, CT has provided MHEC pricing for the closest direct replacement Weil -McLain boiler with new Power flame natural gas burner and accessories in the amount of \$50,008. Current on-call contractor and state contractor Central Mechanical Services of Cromwell, CT has provided the labor quote in the amount of \$19,400. A 10 percent contingency is requested for both vendors.

Funding:

500.35.3561.0.54000.00371

Action Needed:

Move to approve the Willard School replacement boiler, burner and accessories quote from Torroco Supply of Bristol, CT utilizing MHEC Contract pricing for an amount not to exceed \$55,000 which includes a 10 percent contingency.

Move to approve the Willard School Boiler replacement labor quote from On-Call and State Contractor Central Mechanical Services of Cromwell, CT for an amount not to exceed \$21,400 which includes a 10 percent contingency.

Attachments:

Torroco Supply Quote
Central Mechanical Quote
Certification of Sufficiency of Funds

Prepared By: Douglas Solek, Director of Facilities





Corporate Headquarters:
100 North Elm Street • Waterbury, CT 06702
Phone: 203-755-3641 • Fax: 203-752-4317

Quotation

Quoted By: TORRCO BRISTOL BRANCH BR7
400 MIDDLE STREET
BRISTOL, CT 06010-8405
860-584-1733 Fax 860-584-1873

QUOTE DATE	QUOTE NUMBER
04/24/25	S7757146
QUOTED BY	SAGE NO.
Edward A. Schufer 203-465-4272 eschufer@torrco.com	1

Quoted To: TOWN OF BERLIN
11 TOWN FARM LANE
BERLIN, CT 06037-2324

Ship To: TOWN OF BERLIN
11 TOWN FARM LANE
BERLIN, CT 06037-2324

JOB REFERENCE		ORDERED BY	CUSTOMER NUMBER	
WILLARD SCHOOL BOILR		JEFF	164113	
TERMS		SHIP DATE	FREIGHT	
Net Due in 30 Days		05/24/25	Extra	
QUANTITY	PART NO.	DESCRIPTION	NET PR.	EXT. PR.
1ea	1777099	<p>*****</p> <p>MHEC Contract Member Budget Proposal - Berlin Public Schools - Jeffrey Cugno - Director of Business - Operations - 238 Kensington Road 860-828-6783 - Berlin Town of CT - Maryssa Tsois - Purchasing Agent - 240 Kensington Road - 860-828-7048</p> <p>*****</p> <p>WEIL MCLAIN BOILER PACKAGE: BG-1488W (3709GROSS/3225NET HYDRONIC) 110.8 BOILER HP/ea SECTIONAL HOT WATER POWER FLAME WCR3G25B BURNER+BMP INCLUDING GENERAL CONTROLS & CONSOLE 30# RELIEF ILO STANDARD HONEYWELL RM7800L/UV FSG W/DISPLAY AND MODBUS PORT 208V/3P/60H CIRCUIT TRANSFORMER FUSED NPT GAS TRAIN SIZED FOR 8.2"-14" W.C. INLET NATURAL GAS PRESSURE CSD-1 UL APPROVED GAS ASSEMBLY <LOW-HIGH-LOW> BURNER OPERATION W/CONTROL BELOW P/F BMC PANEL W/POWERED LAMPS... FLAME FAILURE}CALL 4 HEAT}FUEL ON, LOW WATER ALARM KIT INCLUDING RELAYS FOR LOW WATER AND FLAME</p>	46321.37	46321.37
*** Continued on Next Page ***				



Corporate Headquarters:
100 North Elm Street • Waterbury, CT 06702
Phone: 203-756-3641 • Fax: 203-753-4317

Quotation

Quoted By: TORRCO BRISTOL BRANCH BR7
400 MIDDLE STREET
BRISTOL, CT 06010-8405
860-584-1733 Fax 860-584-1873

QUOTE DATE	QUOTE NUMBER
04/24/25	S7757146
QUOTED BY	PAGE NO.
Edward A. Schufer 203-465-4272 eschufer@torrco.com	2

Quoted To: TOWN OF BERLIN
11 TOWN FARM LANE
BERLIN, CT 06037-2324

Ship To: TOWN OF BERLIN
11 TOWN FARM LANE
BERLIN, CT 06037-2324

JOB REFERENCE		ORDERED BY	CUSTOMER NUMBER	
WILLARD SCHOOL BOILR		JEFF	164113	
TERMS		SHIP DATE	FREIGHT	
Net Due in 30 Days		05/24/25	Extra	
ORDER QTY	PART ID	DESCRIPTION	NET PRC	EXT PRC
1ea	1689615	FAILURE :LOW GAS (C645A) AND HIGH GAS (C645B) PRESSURE SWITCHES+ANTUNES VENTLESS LO [LGP-G] HI [HGP-G] GPS: *KNOCKDOWN UNIT READY FOR ASSEMBLY. PRESSURE TEST, INSTALLATION, START UP, TUNING, AND BUILDING AUTOMATION BY OTHERS! ALL BMS INTEGRATION COMM. PROTOCOL TO BE CONFIRMED.* WEIL MCLAIN 510312091 CTL-C OP/HILIMIT RESET - M+ LOHILO CAR	327.66	327.66
1ea	690964	** THIS ITEM MAY NOT BE RETURNED ** 510311026 WEIL MCLAIN 100-240°F RANGE HIGH TEMP L4006E1117	289.12	289.12
1ea	225510	** THIS ITEM MAY NOT BE RETURNED ** 45-550 HYDROLEVEL 550 MANUAL RESET AND TEST BUTTON 120VAC PRIMARY LWCO COMMERCIAL HOT WATER OR 2ND LWCO FOR COMMERCIAL STEAM INCLUDES STANDARD 3/4inch NPT PROBE	169.78	169.78
1ea	1777101	^WEIL MCLAIN 18" INDUSTRIAL BAROMETRIC DAMPER LESS SPILL SWITCH ^WM 510512295	578.23	578.23
1ea	1230335	1600E 1-1/2 TACO 1/4HP 1PH PUMP *** PUMP PRICE IS ONLY A FORMAILTY, MUST DISCUSS OPTIONS TO FINALIZE *** *** PER INTIAL CONVERSATION, WE ARE NOT BIDDING A NEW EXPANSION TANK	1500.00	1500.00
*** Continued on Next Page ***				



Corporate Headquarters:
100 North Elm Street • Waterbury, CT 06702
Phone: 203-755-3641 • Fax: 203-752-4317

Quotation

Quoted By: TORRCO BRISTOL BRANCH BR7
400 MIDDLE STREET
BRISTOL, CT 06010-8405
860-584-1733 Fax 860-584-1873

QUOTE DATE	QUOTE NUMBER
04/24/25	S7757146
QUOTED BY	PAGE NO.
Edward A. Schufer 203-465-4272 eschufer@torrco.com	3

Quoted To: TOWN OF BERLIN
11 TOWN FARM LANE
BERLIN, CT 06037-2324

Ship To: TOWN OF BERLIN
11 TOWN FARM LANE
BERLIN, CT 06037-2324

JOB REFERENCE		ORDERED BY	CUSTOMER NUMBER	
WILLARD SCHOOL BOILR		JEFF	164113	
TERMS		SHIP DATE	FREIGHT	
Net Due in 30 Days		05/24/25	Extra	
QTY	PART NO.	DESCRIPTION	UNIT PRICE	EXT. PRICE
1ea	901866	AND/OR OTHER MECHANICAL TRIM/COMPONENTS *** 510300012 WEIL MCLAIN SWITCH SPILL ** THIS ITEM MAY NOT BE RETURNED **	84.17	84.17

*** This is a quotation ***
Prices subject to market
fluctuations and may change without notice.
Applicable taxes extra!

Subtotal	49270.33
S&H CHGS	800.00
Sales Tax	0.00
Amount Due	50070.33

Central Mechanical Services, Inc

11 Progress Drive
Cromwell, CT 06416

Voice: 860-632-5500
Fax: 860-632-5544

QUOTATION

Quote Number: 5298
Quote Date: Apr 25, 2025
Page: 1

Quoted To:

TOWN OF BERLIN MAINTENANCE
TOWN OF BERLIN BUILDING MAINTENANCE
11 TOWN FARM LANE
Berlin, CT 06037

TOWN OF BERLIN MAINTENANCE
TOWN OF BERLIN BUILDING MAINTENANCE
11 TOWN FARM LANE
Berlin, CT 06037

Customer ID	Good Thru	Payment Terms	Sales Rep
TOWN OF BERLIN	5/25/25	Net 30 Days	080-WMadey, Jr

Quantity	Item	Description	Unit Price	Amount
		Willard School		
		Scope:		
		-Labor and material to replace right hand Weil-Mclain 1488 in kind with owner supplied boiler. Demo and remove existing boiler. Re-connect piping at nearest feasible point(up to supply and return Victaulic valve). Controls tie-in by others. Boiler to be delivered on-site by others. Start-up and tuning included.		
		-Per DAS Contract 23PSX0243		
1.00	Firm Price	FIRM PRICE	19,400.00	19,400.00

Subtotal	19,400.00
Sales Tax	
TOTAL	19,400.00



TOWN OF BERLIN

CERTIFICATION OF SUFFICIENCY OF FUNDS

(Sec. 6-10-2 of the Town Charter)

DATE 29-Apr-25

Purchase Item or Contract:		Requested by:	
QUANTITY	DESCRIPTION	PRICE PER UNIT	\$ AMOUNT
1.00	Torrco- Boiler Package (Willard School)	\$50,070.33	\$50,070.33
1.00	Central Mechanical Services- Labor to install Boiler (Willard School)	\$19,400.00	19,400.00
			-
			-
			-
			-
Account No. 500.35.3561.0.54000.00371			TOTAL \$69,470.33

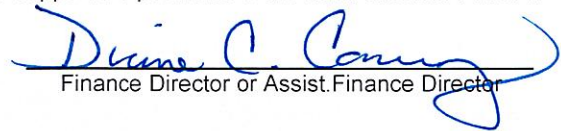
Budgeted Amount.....	\$100,000.00	Available balance.....	\$100,000.00
Encumbrances to Date.....	\$0.00	Amount Needed for This Package.....	\$69,470.33
Expenditures to Date.....	\$0.00	Available Balance After Purchase.....	\$30,529.67

Is a budget change needed? ☐ Yes ☒ No

If so, has a budget change been prepared? ☐ Yes ☐ No

☒ I certify that there ARE sufficient funds available to support the purchase of the items described above.

or:


Finance Director or Assist.Finance Director

☐ I certify that a budget change in the amount of \$_____ must be processed concurrently with this certification to support this commitment.

Finance Director or Assist.Finance Director

Agenda Item No. # 2
Request for Town Council Action

TO: The Honorable Mayor and Town Council

FROM: Ryan Curley, Town Manager *RC*

DATE: April 28, 2025

SUBJECT: Authorization for the Subordination of the Town's Façade Program
Mortgage with Respect to 848 Farmington Avenue

Summary of Agenda Item:

As a condition of receiving approval of \$8,000,000 in financing from Thomaston Savings Bank (TSB) and \$2,000,000 in financing from Connecticut Housing Finance Authority (CHFA) for Newport Realty Group, LLC's 52 unit mixed income apartment project at 55 Steele Boulevard, it is being required to pledge the rents from 848 Farmington Avenue (Newport Center, owned by its related LLC, Newport 848 Farmington Ave LLC) as collateral in order to meet the required debt coverage ratios now that the 55 Steele Boulevard project has a 20 – 30% affordable housing component. To accomplish the closing of the sale of 55 Steele Boulevard to Newport 55 Steele Blvd LLC (Newport Realty Group, LLC's affiliate entity that will acquire and own the property), Newport requests that the Town subordinate its mortgage from Newport 848 Farmington Ave LLC related to a façade program grant of \$36,068 that was originally recorded on July 21, 2020 at Volume 773, Page 226 of the Berlin Land Records in order that it can pledge rents from 848 Farmington Avenue to facilitate \$8,000,000 in financing from TSB and \$2,000,000 in financing from CHFA for Newport Realty Group, LLC's 52 unit mixed income apartment project at 55 Steele Boulevard.

Funding:

No funding is needed for this item.

Action:

Move to authorize the Town Manager to execute a subordination agreement to Thomaston Savings Bank and Connecticut Housing Finance Authority with respect to the Town's mortgage from Newport 848 Farmington Ave, LLC related to a façade program grant that is recorded at Volume 773, page 226 of the Berlin Land Records, subject to the review and approval of Corporation Counsel.

Attachments:

Subordiantion Agreement.

Prepared By: Chris Edge, Economic Development Director

After recording, please return to:
Gfeller Laurie LLP
977 Farmington Avenue, Suite 200
West Hartford, CT 06107
ATTN D. Dorio

SUBORDINATION AGREEMENT

THIS SUBORDINATION AGREEMENT (this "Agreement") is entered into on this ____ day of May, 2025, by **TOWN OF BERLIN**, having an office at 240 Kensington Road, Berlin, Connecticut ("Town of Berlin") and is made for the benefit of **THOMASTON SAVINGS BANK**, a Connecticut Bank having an office at 203 Main Street, Thomaston, Connecticut ("TSB") and **CONNECTICUT HOUSING FINANCE AUTHORITY**, having an office at 99 West Street, #3019, Rocky Hill, Connecticut ("CHFA").

WITNESSETH

WHEREAS, on May 23, 2019, Newport Realty Group, LLC, a Connecticut limited liability company with an address of 710 Main Street, Suite 11, Southington, Connecticut entered into a Purchase Agreement, as amended, with the Town of Berlin for the purchase of the property sometimes referred as 889 Farmington Avenue, Berlin, Connecticut and now also known as 55 Steele Boulevard, Berlin, Connecticut ("Steele Boulevard"), which Purchase Agreement was assigned to Newport Steele Blvd LLC ("Newport Steele") by Assignment dated _____.

WHEREAS, in connection with its acquisition and development of Steele Boulevard, Newport Steele will enter into a loan transaction with TSB whereby TSB will loan to Newport Steele the sum of Eight Million and 00/100 Dollars (\$8,000,000.00) (the "TSB Loan"), which TSB Loan will be secured by, *inter alia*, a second Collateral Assignment of Leases, Rents and Contracts the "TSB Collateral Assignment"), encumbering the property known as 848 Farmington Avenue, Berlin, Connecticut ("848 Farmington"); and

WHEREAS, in connection with its acquisition and development of Steele Boulevard, Newport Steele will also enter into a loan transaction with Connecticut Housing Finance Authority ("CHFA") whereby CHFA will loan to Newport Steele the sum of Two Million and 00/100 Dollars (\$2,000,000.00) (the "CHFA Loan"), which CHFA Loan will be secured by, *inter alia*, a subordinate Collateral Assignment of Leases, Rents and Contracts (the "CHFA Collateral Assignment," and, collectively with the TSB Collateral Assignment, the "Collateral Assignment"), encumbering 848 Farmington; and

WHEREAS, on July 21, 2020, 848 Farmington, LLC executed a Mortgage Deed in favor of Town of Berlin in the original principal amount of \$36,068.00 ("Town of Berlin Mortgage"), which Town of Berlin Mortgage was recorded on July 21, 2020 in Volume 773 at Page 226 of the Berlin Land Records; and

WHEREAS, it is a condition of the making of the TSB Loan and the CHFA Loan that the Collateral Assignment encumbering 848 Farmington be recorded on the Berlin Land records in a position that is prior to the Town of Berlin Mortgage; and

WHEREAS, it is a further condition of making the TSB Loan and the CHFA Loan that Town of Berlin consent to the subordination of the priority of the Town of Berlin Mortgage to the priority lien of the Collateral Assignment.

NOW THEREFORE, the parties hereto agree as follows:

1. **Subordination**. For good and valuable consideration, the receipt and sufficient of which are hereby acknowledged, Town of Berlin hereby agrees that the lien of the Town of Berlin Mortgage and all rights of Town of Berlin in and to 848 Farmington, shall expressly be subordinate to, and Town of Berlin does hereby subordinate and declare the lien of the Town of Berlin Mortgage and all rights of Town of Berlin and to 848 Farmington, to be subordinate to the priority lien of the Collateral Assignment.

2. **Reliance**. Town of Berlin hereby acknowledges that TSB and CHFA shall rely upon this Subordination Agreement in extending the TSB Loan and the CHFA Loan to Newport Steele and that TSB and CHFA shall have been induced to extend such loans by the representations and agreements made herein by Town of Berlin.

3. **Choice of Laws**. This Subordination Agreement shall be construed in accordance with the laws of the State of Connecticut, without reference to Connecticut choice of law rules.

IN WITNESS WHEREOF, Town of Berlin has caused this instrument to be executed on this ____ day of April, 2025.

Witnessed by:

TOWN OF BERLIN

By: _____

Its
Duly Authorized

STATE OF CONNECTICUT)
) SS:
COUNTY OF HARTFORD)

On this the ____ day of May, 2025, before me, personally appeared _____ who acknowledged himself/herself to be the _____ of Town of Berlin and that he/she, as such _____, being authorized so to do, executed the foregoing instrument for the purposes therein contained, and as his free act and deed and the free act and deed of Town of Berlin .

In witness whereof I hereunto set my hand.

Commission of the Superior Court
Notary Public
My Commission Expires:

Agenda Item No. 4
Request for Town Council Action

TO: The Honorable Mayor and Town Council

FROM: Ryan Curley, Town Manager *RC*

DATE: April 25, 2025

SUBJECT: Set Public Hearing to Discuss the Proposed Tax Abatement Ordinance

Summary of Agenda Item:

The Ordinance Committee met on May 6, 2025, to discuss a proposed Tax Abatement Ordinance as authorized by section 8-215 of the Connecticut General Statutes. Subject to action taken at the Ordinance Committee Meeting of May 6, 2025, a public hearing can be scheduled on this matter.

Action Needed:

Discussion and possible action to schedule a public hearing on May 20, 2025, at 7:00 pm to discuss a proposed Tax Abatement Ordinance as authorized by section 8-215 of the Connecticut General Statutes.

Attachments:

None

Prepared By:

Ryan Curley, Town Manager

Agenda Item No. 5
Request for Town Council Action

TO: The Honorable Mayor and Town Council

FROM: Ryan Curley, Town Manager *RC*

DATE: May 6, 2025

SUBJECT: Neighborhood Assistance Act (NAA) Tax Credit Program

SUMMARY:

The Connecticut Neighborhood Assistance Act (NAA) Tax Credit Program provides tax credit to business firms that make cash investments in qualifying community programs conducted by tax exempt or municipal agencies. The community programs must be approved by both the municipality in which the programs are conducted and by the Department of Revenue Services (DRS). A tax credit equal to 100% of the cash invested is available to business firms that invest in energy conservation projects. Tax exempt entities desiring to obtain benefits under the NAA must complete an application and submit it to the municipal agency overseeing the implementation of the proposal. The overseeing municipal agency then completes their portion of the application and submits it to DRS on or before July 1st of each year. Prior to submitting the application to DRS, each municipality must hold a public hearing on all program applications. The governing body of the municipality must vote to approve the programs. A liaison must also be designated to handle all Neighborhood Assistance matters.

This year, three organizations have submitted proposals. They are the Prudence Crandall Center, Berlin Lions Charities, Inc. and CCARC, Inc. The Prudence Crandall Center provides a comprehensive array of services to victims of domestic violence to Berlin residents, schools, and community groups. The Berlin Lions Charities, Inc. provide financial support to Berlin Veterans and spouses in need and CCARC, Inc. provides services for people with intellectual and developmental disabilities through a continuum of services. All three groups service the Berlin community and surrounding towns and wish to submit proposals for the 2025 Connecticut Neighborhood Assistance Act (NAA) Tax Credit Program.

The first proposal from the Prudence Crandall Center is for energy efficiency would be used to benefit the Center's Rose Hill Energy Conservation Program. The energy efficiency initiative involves renovating and upgrading the building's HVAC system, specifically to improve ventilation, circulation, comfort, and effectiveness of the control system, as well as energy efficiency throughout the building. The HVAC project will upgrade the control system software and replace the temperature controllers throughout the building to increase the ability to efficiently and evenly heat and cool both live and workspaces. Rose Hill anticipates as much as 30% increase in HVAC-related utility costs. The plan is based on systems review by B&D Controlled Air Corp. The savings will increase funding available to help with the critical services and programs. The Prudence Crandall Center is requesting \$143,000 from the Neighborhood Assistance Act Tax Credit Program.

The second proposal is from Berlin Lions Charities, Inc., who sponsor a Veteran's Luminary display each November on the Saturday before Veteran's Day at Veteran's Park and surrounding areas. The event is to raise funds for Berlin veterans and spouses in need. The Lions sell luminaries to the public as well as solicit local businesses for their support. All costs are absorbed by the Lions which allows all funds raised to go directly to the Berlin Veterans Commission who in turn distributes accordingly to Berlin Veterans and spouses. The need within the Veteran community in Berlin is greater than expected. Funds are used for such things as heating fuel, medical expenses, home repairs, appliance replacements, etc. Berlin Lions Charities, Inc. is requesting \$8600 from the Neighborhood Assistance Act Tax Credit Program.

The third proposal which is from CCARC, Inc. is for a new high energy efficient AC System. It would lower health complications for CCARC patients, reduce costs, increase energy efficiency, reduce energy consumption and reduce environmental impact. The cost saving would range between 20-35%. Link Mechanical would be providing the services. CCARC, Inc. is requesting \$12,789 from the Neighborhood Assistance Act Tax Credit Program.

ACTION NEEDED:

Move to support proposals from the Prudence Crandall Center, Berlin Lions Charities, Inc., and CCARC, Inc., for the 2025 Connecticut Neighborhood Assistance Act (NAA) Tax Credit Program and approve the setting of a Public Hearing for Tuesday, June 3, 2025 at 7:00 p.m. to discuss the proposals from the Prudence Crandall Center, Berlin Lions Charities, Inc. and CCARC, Inc., for the 2025 CT NAA Tax Credit Program and to solicit citizen input.

Move to designate Ryan Curley, Town Manager, the liaison for the Town of Berlin to handle all Neighborhood Assistance matters.

ATTACHMENTS:

Proposal from the Prudence Crandall Center; Energy Efficiency
Proposal from Berlin Lions Charities, Inc., Other: Provide Financial Support to Veterans
Proposal from CCARC, Inc; Energy Conservation
Public Hearing Notice

PREPARED BY:

Ryan Curley, Town Manager

Arrived via email
4/25/2025



Department of Revenue Services

Municipality: BERLIN

Form NAA-01

2025 Connecticut Neighborhood Assistance Act (NAA) Program Proposal

This form must be completed and submitted to your municipality for approval. All items must be completed with as much detail as possible. If additional space is needed, attach additional sheets. Please type or print clearly. See attached instructions before completing. Do not submit this form directly to the Department of Revenue Services.

Part I — General Information

Name of tax exempt organization/municipal agency: _____
PRUDENCE CRANDALL CENTER, INC.

Address: P.O. BOX 895, NEW BRITAIN, CT 06050

Federal Employer Identification Number: 0 6 - 0 6 9 8 5 5 7

Program title: ROSE HILL HVAC ENERGY EFFICIENCY PROJECT

Name of contact person: BARBARA DAMON

Telephone number: (860) 259-3816

Email address: BDAMON@PRUDENCECRANDALL.ORG

Total NAA funding requested (\$250 minimum, \$150,000 maximum): \$ 143,000.00

Is your organization required to file federal Form 990 or 990EZ, Return of Organization Exempt from Income Tax?

☒ Yes ☐ No

If Yes, attach a copy of the first page of your most recent return.

If No, attach a copy of your determination letter from the U.S. Treasury Department, Internal Revenue Service.

Part II — Program Information

Check the appropriate description of your program:

100% credit percentage

- ☒ Energy conservation; or
☐ Comprehensive college access loan forgiveness (see Conn. Gen. Stat. § 12-635(3)).

60% credit percentage

- ☐ Job training/education for unemployed persons aged 50 or over;
☐ Job training/education for persons with physical disabilities;
☐ Program serving low-income persons;
☐ Child care services;
☐ Establishment of a child day care facility;
☐ Open space acquisition fund; or
☐ Other (specify): _____

Description of program: _____

The Rose Hill HVAC Energy Efficiency Project includes repairs to Prudence Crandall Center's Rose Hill residential facility. The work planned for FY 2025-26 will focus on upgrading and renovating our HVAC system. (Description of program, continued; please see attachment)

Need for program: _____

The Rose Hill HVAC Energy Efficiency Project addresses ongoing needs to conserve energy and reduce operating costs associated with Rose Hill's antiquated, dysfunctional HVAC system. According to an outside estimate, we anticipate significant savings (as much as 30%) in HVAC-related utility costs. The plan is based on a systems review by B&D Controlled Air Corp. (Need for program, continued, please see attachment)

Neighborhood area to be served: _____

New Britain, Berlin, Bristol, Burlington, Kensington, Plainville, Plymouth, Southington, and Terryville, CT.

Plan to implement the program: _____

Prudence Crandall Center's services and related capital projects are overseen by the President and CEO, Barbara Damon, who has over 30 years of experience with non-profit administration and domestic violence services. (Plan to implement the program continued, please see attachment)

Timetable:

Program start date: 07-01-2025
MM - DD YYYY

Program completion date: 06-30-2026
MM DD YYYY

Post-project audit due date: 09-30-2026
MM DD YYYY

The program start date must not be more than two years prior to the program completion date. Additionally, the program completion date must not extend beyond December 31, 2027.

Any program receiving \$25,000 or more in NAA funding is required to provide a post-project audit, prepared by a certified public accounting firm, to the municipality overseeing the program, no later than three months after the program completion date.

Part III — Financial Information

Program Budget:

Complete in full. Expenditures must equal or exceed total funding.

Sources of Revenue:

NAA funds requested	<u>\$143,000.00</u>
Other funding sources - itemized sources:	
a) <u>FUNDING SECURED TO DATE</u>	<u>\$90,000.00</u>
b) <u>AMERICAN SAVINGS FOUNDATION</u>	<u>\$28,000.00</u>
c) _____	_____
d) _____	_____

Total Funding:	<u>\$261,000.00</u>
----------------	---------------------

Proposed Program Expenditures:

Direct operating expenses - itemized description:	
a) <u>ESTIMATED COMPLETION OF HVAC RENOVATION</u>	<u>\$250,000.00</u>
b) <u>ESTIMATED CONSULTING ENGINEER FEES</u>	<u>\$10,000.00</u>
c) <u>PROJECT MANAGEMENT - PRESIDENT & CEO TIME</u>	<u>\$1,000.00</u>
d) _____	_____
Administrative expenses - itemized description:	
a) _____	_____
b) _____	_____
c) _____	_____
d) _____	_____

Total Proposed Expenditures:	<u>\$261,000.00</u>
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Part IV — Municipal Information

To be completed by the municipal agency overseeing implementation of the program

Name of municipal agency overseeing implementation of the program: _____ _____
Mailing address: _____ _____
Name of municipal liaison: _____
Telephone number: _____
Fax number: _____
Email address: _____

<p style="text-align: center;">Post-Project Audit</p> <p style="text-align: center;">Is a post-project audit required for this proposal?</p> <p style="text-align: center;">Yes No</p> <p style="text-align: center;">If Yes, date post-project audit due:</p> <p style="text-align: center;">_____ Date</p>

**2025 Connecticut Neighborhood Assistance Act (NAA)
Program Proposal
Instructions**

Complete all items on Form NAA-01, *2025 Connecticut Neighborhood Assistance Act (NAA) Program Proposal*. Incomplete applications will not be accepted. For where to direct inquiries, see *Additional Information* below.

Part I – General Information

Enter the name of the tax exempt organization or municipal agency, address, Federal Employer Identification Number, name, telephone number, and email address of the contact person.

Program Title: Assign a unique program title to each program for which your organization is making an application.

Federal Form 990: Attach a copy of the first page of your organization's most recent federal Form 990 or Form 990EZ. If your organization is not required to file either Form 990 or Form 990EZ, attach a copy of the determination letter from the Internal Revenue Service.

Part II – Program Information

Description of Program: Describe the program, including information about how the program will operate, its benefit to the community, how recipients will be selected, and any measures used to determine the program's impact on the community.

Need for Program: Demonstrate a need for this program. For example, provide relevant statistics.

Neighborhood Area to Be Served: Describe the neighborhood or municipality this program will serve.

Plan to implement the program: Describe how the program will operate. Identify other persons or organizations involved in the administration of the program.

Timetable: Indicate the starting and completion dates of the program. The program completion date must not be more than two years from the program start date.

Part III – Financial Information

Each program proposal must include a program budget that includes all sources of funding and all anticipated expenditures. The information provided in the budget may be used during a post-project audit.

Sources of Revenue: The budget must include the requested NAA funding and any other anticipated revenue sources.

NAA Funding Requested: Indicate the total amount your organization is requesting for its program. This amount may not exceed the total proposed expenditures.

Please note that the minimum NAA funding is \$250, with a maximum funding of \$150,000 per organization or agency per year.

Other Funding Sources: Provide a detailed description(s) and the amount(s) of all funding sources.

Proposed Program Expenditures: The budget must include a detailed description and the amount of all direct operating and administrative expenditures. Expenditures must equal or exceed total funding.

Direct Operating Expenses: Expenses include materials, equipment, wages, salaries, tuition fees, sub-contracting services, and any other expenses needed to administer the program.

Part IV – Municipal Information

This part is to be completed by the municipal agency overseeing implementation of the program.

Municipal Liaison: The municipality must designate an individual to serve as a liaison with the Department of Revenue Services (DRS) for all NAA matters.

Post-Project Audit: Any program receiving \$25,000 or more in NAA funding is required to have a post-project audit prepared by a certified public accounting firm and submitted for certification, to the municipality overseeing the program, no later than three months after the program completion date. For further information on the post-project audit requirements, please refer to Conn. Gen. Stat. § 12-837a.

Additional Information

See the *Guide to Connecticut Business Tax Credits* available on the DRS website at portal.ct.gov/DRS. E-mail any questions to NAAProgram@ct.gov or call 860-297-5687, Monday through Friday, 8:30 a.m. to 4:30 p.m. for more information.

Form NAA-01 Program Proposal FY 2025

Prudence Crandall Center, Inc.

Rose Hill HVAC Energy Efficiency Program: Attachment 1

Part II. Program Information, Description of Program, Continued:

Rose Hill is a historically significant brick masonry structure which was renovated in 2009 to facilitate Prudence Crandall Center's housing programs, administrative and counseling offices, and storage space. The facility has four floors totaling approximately 45,000 square feet and includes: 18 apartments for transitional and permanent supportive housing equipped with 1-3 bedrooms, communal spaces, kitchen, full bathroom, and dining areas; functional space for counseling, support groups, health services, and laundry facilities; and administrative offices, conference rooms, and storage space.

The Rose Hill HVAC Energy Efficiency Project planned for FY 2025-2026 involves renovating and upgrading our building's HVAC system, specifically to improve ventilation, circulation, comfort, and effectiveness of the control system, as well as energy efficiency throughout the building. In a nutshell, the HVAC project will upgrade the control system software and replace the temperature controllers throughout the building to increase our ability to efficiently and evenly heat and cool both living and work spaces.

We have been planning for this significant undertaking for a few years as funds have been raised and experts consulted. We have engaged the services of a consulting engineer to design the RFP and guide the vendor selection process.

As a result of these energy conservation upgrades, Prudence Crandall Center expects to considerably reduce energy consumption and related expenses, realizing significant savings in operating costs. With this savings, Prudence Crandall Center will have additional funding available to increase and enhance our critical services and programs, for the benefit of the community. Thus, the energy conservation savings realized will improve our ability to meet the unprecedented needs of individuals and families impacted by domestic violence at this time, and further our efforts to reduce domestic violence in our communities.

Prudence Crandall Center is a nonprofit organization which provides comprehensive services to individuals affected by domestic violence, as well as prevention education and outreach to the community at large. We are the only domestic violence agency in Connecticut to offer a full spectrum of services designed to meet the complex needs of victims/survivors, to promote safe, self-sufficient, and independent lives. Our services

include: a 24-hour emergency hotline; emergency safe shelter; advocacy, information, and referrals; individual and group counseling; children's services; court-based victim advocacy; case management; transitional and permanent supportive housing; community housing assistance; rapid re-housing; and community education and prevention.

Prudence Crandall Center touches the lives of 10,000 individuals annually through all our programs and services. We are the only domestic violence agency serving the communities of Bristol, Plainville, New Britain, Berlin, Burlington, Kensington, Plymouth, Southington, and Terryville, with supportive housing open to survivors state-wide. The impact of our services is measured through client intake, staff notes, and statistics compiled using a database system, specifically designed for use by domestic violence agencies in accordance with best practices established by the Connecticut Coalition Against Domestic Violence.

Need for Program, Continued:

Through these energy conservation efforts, we expect to see considerable savings in operating costs over time, which will increase funding available for critical services, enabling us to better meet the needs of individuals and families impacted by domestic violence.

The Centers for Disease Control and Prevention recognizes domestic violence as a serious public health threat with lasting effects on individuals, families, and communities. National statistics are compelling: 1 in 4 women and 1 in 7 men report experiencing severe physical violence by an intimate partner in their lifetime. Physical violence is typically accompanied by emotional or psychological abuse and can lead to a wide range of chronic physical and mental health problems. Making the courageous decision to leave an abusive situation presents its own physical, financial, and emotional risks.

Victims of domestic violence are at 75% greater risk of death when they attempt to leave an abusive relationship. Beyond the threat of escalating violence, domestic violence victims cite lack of income, employment, and financial stability as the strongest, most immediate deterrents to leaving an abusive situation (Allstate Foundation). In addition, abusers often isolate victims, further restricting their financial means and leaving them without a support network, making it even tougher to leave.

In a multi-state study, victims cited safety, housing, information, emotional support, and help for their children as their primary needs upon entering domestic violence shelters. The study found that domestic violence shelters offering a complex array of services to victims of abuse and their children (e.g., counseling, housing, and legal assistance) address significant needs that cannot be met elsewhere. Without these services,

survivors report they would face continued abuse, homelessness, loss of their children or lives, or other dire consequences (Meeting Survivor's Needs: A Multi-State Study of Domestic Violence Experiences).

Unfortunately, the need for emergency safe shelter for victims of domestic violence in our region continues to grow. Over the past several years, our shelter and housing programs have operated at or over capacity, with wait lists, as have other programs throughout the state. At the same time, our court-based victim advocates serve an average of 4,500+ victims of family violence crimes each year.

Plan to Implement the Program, Continued:

Ms. Damon holds a bachelor's degree in Sociology and is ultimately responsible for all project decisions, receiving guidance and advice, as needed, from the Board of Directors. Russell Murray, Prudence Crandall Center's Director of Facilities, is responsible for Rose Hill facility's systems, maintenance, and security. Mr. Murray serves as the central point of contact and project manager for all activities related to the repair and improvement of our Rose Hill facility.

Form 990

Department of the Treasury
Internal Revenue ServiceEXTENDED TO MAY 15, 2025
Return of Organization Exempt From Income TaxUnder section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)
Do not enter social security numbers on this form as it may be made public.
Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2023

Open to Public
Inspection

A For the 2023 calendar year, or tax year beginning JUL 1, 2023 and ending JUN 30, 2024

B Check if applicable:

- ☐ Address change
☐ Name change
☐ Initial return
☐ Final return/terminated
☐ Amended return
☐ Application pending

C Name of organization

PRUDENCE CRANDALL CENTER, INC.

Doing business as

Number and street (or P.O. box if mail is not delivered to street address) Room/suite
594 BURRITT STREETCity or town, state or province, country, and ZIP or foreign postal code
NEW BRITAIN, CT 06053F Name and address of principal officer: BARBARA DAMON
SAME AS C ABOVE

D Employer identification number

06-0968557

E Telephone number

860-225-5187

G Gross receipts 4,233,436.

H(a) Is this a group return for subordinates? ☐ Yes ☒ NoH(b) Are all subordinates included? ☐ Yes ☐ No

If 'No,' attach a list. See instructions.

H(c) Group exemption number

I Tax-exempt status: ☒ 501(c)(3) ☐ 501(c) () (Insert no.) ☐ 4947(a)(1) or ☐ 527

J Website: WWW.PRUDENCECRANDALL.ORG

K Form of organization: ☒ Corporation ☐ Trust ☐ Association ☐ Other

L Year of formation: 1973 M State of legal domicile: CT

Part I Summary

Activities & Governance	1	Briefly describe the organization's mission or most significant activities: PRUDENCE CRANDALL CENTER, INC. (THE ORGANIZATION) IS A NONPROFIT ORGANIZATION FORMED FOR THE	
	2	Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets	
	3	Number of voting members of the governing body (Part VI, line 1a)	13
	4	Number of independent voting members of the governing body (Part VI, line 1b)	13
	5	Total number of individuals employed in calendar year 2023 (Part V, line 2a)	53
	6	Total number of volunteers (estimate if necessary)	30
	7a	Total unrelated business revenue from Part VIII, column (C), line 12	0.
	7b	Net unrelated business taxable income from Form 990 T, Part I, line 11	0.
Revenue	8	Contributions and grants (Part VIII, line 1h)	Prior Year 3,462,031. Current Year 4,058,643.
	9	Program service revenue (Part VIII, line 2g)	34,126. 50,116.
	10	Investment income (Part VIII, column (A), lines 3, 4, and 7d)	3,362. 30,373.
	11	Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	31,094. 37,042.
	12	Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)	3,530,613. 4,176,174.
Expenses	13	Grants and similar amounts paid (Part IX, column (A), lines 1-3)	0. 0.
	14	Benefits paid to or for members (Part IX, column (A), line 4)	0. 0.
	15	Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)	1,878,641. 2,180,062.
	16a	Professional fundraising fees (Part IX, column (A), line 11a)	0. 0.
	16b	Total fundraising expenses (Part IX, column (D), line 25)	187,902.
	17	Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)	1,501,044. 1,956,629.
	18	Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)	3,379,685. 4,136,691.
	19	Revenue less expenses. Subtract line 18 from line 12	150,928. 39,483.
Net Assets or Fund Balances	20	Total assets (Part X, line 16)	Beginning of Current Year 11,751,382. End of Year 11,929,612.
	21	Total liabilities (Part X, line 26)	3,844,430. 3,973,986.
	22	Net assets or fund balances. Subtract line 21 from line 20	7,906,952. 7,955,626.

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here	Signature of officer	Date
	BARBARA DAMON, PRESIDENT & CEO	
Paid Preparer Use Only	Print/Type preparer's name	Preparer's signature
	LISA WILLS	
	Firm's name	Firm's EIN
	WHITTLESEY PC	06-0903326
	Firm's address	Phone no.
	280 TRUMBULL ST 24TH FL HARTFORD, CT 06103	860.522.3111

May the IRS discuss this return with the preparer shown above? See instructions

☒ Yes ☐ No

LHA For Paperwork Reduction Act Notice, see the separate instructions.

325001 12-21-23

Form 990 (2023)

SEE SCHEDULE O FOR ORGANIZATION MISSION STATEMENT CONTINUATION

Municipality: BERLN, CT

Form NAA-01

2025 Connecticut Neighborhood Assistance Act (NAA) Program Proposal

This form **must** be completed and submitted to your municipality for approval. All items **must** be completed with as much detail as possible. If additional space is needed, attach additional sheets. Please type or print clearly. See attached instructions before completing. **Do not submit this form directly to the Department of Revenue Services.**

Part I — General Information

Name of tax exempt organization/municipal agency: _____
BERLIN LIONS CHARITIES, INC.

Address: P.O.BOX 23 BERLIN, CT 06037

Federal Employer Identification Number: 8 3 - 0 4 2 4 2 9 1

Program title: BERLIN LIONS LUMINARY DISPLAY

Name of contact person: RON BOSCO

Telephone number: (860) 306-0244

Email address: RBOSCO76@AOL.COM

Total NAA funding requested (\$250 minimum, \$150,000 maximum): \$ 8,600.00

Is your organization required to file federal Form 990 or 990EZ, Return of Organization Exempt from Income Tax?



Yes



No

If **Yes**, attach a copy of the **first page** of your most recent return.

If **No**, attach a copy of your determination letter from the U.S. Treasury Department, Internal Revenue Service.

Part II — Program Information

Check the appropriate description of your program:

100% credit percentage

- ☐ Energy conservation; **or**
☐ Comprehensive college access loan forgiveness (see Conn. Gen. Stat. § 12-635(3)).

60% credit percentage

- ☐ Job training/education for unemployed persons aged 50 or over;
☐ Job training/education for persons with physical disabilities;
☐ Program serving low-income persons;
☐ Child care services;
☐ Establishment of a child day care facility;
☐ Open space acquisition fund; **or**
☒ Other (specify): PROVIDE FINANCIAL SUPPORT TO BERLIN VETERANS AND SPOUCES IN N

Description of program: _____
Th Berlin Lions sponsor a Veterans Luminary display each November, the Saturday before Veterans day at Veterans park and the surrounding streets to raise funds for our Belin Veterans and Spouses in need. The Lions sell Luminaries to the public as well as soliciting local businesses support. All funds raised go directly to the Berlin Veterans Commission who in turn distribute accordingly to our Berlin Veterans and or Spouses. The Berlin Lions absorb all costs associated with the event, thus enabling us to give all the proceeds to the Veterans.

Need for program: _____
The need within our Veteran community is much greater than we every realized. The Lions are looking for ways to continually serve our community and created this event to give back to our Veterans and Spouses. The Berlin Veterans commission is directly in touch with our Berlin Veterans community, they solicit for those in need and allocate the event funds accordingly. This event has provided an infusion of much needed funds to better support our Veterans. These funds are used by Veteran's to support basic everyday needs i.e. fuel to heat their homes during the winter, medical expenses, home repairs, appliance replacements, etc.

Neighborhood area to be served: _____
Town of Berlin, Veterans and or Spouses

Plan to implement the program: _____
The Berlin Lions sponsor and run this event with additional help and support from the Town of Berlin, which helps prepare the Luminary path, Berlin Upbeat members help with setting up the Luminary bags.

Timetable:Program start date: 09-10-2025

MM - DD - YYYY

Program completion date: 11-08-2025

MM - DD - YYYY

Post-project audit due date: _____

MM - DD - YYYY

The program start date must not be more than two years prior to the program completion date. Additionally, the program completion date must not extend beyond December 31, 2027.

Any program receiving \$25,000 or more in NAA funding is required to provide a post-project audit, prepared by a certified public accounting firm, to the municipality overseeing the program, no later than three months after the program completion date.

Part III — Financial Information**Program Budget:**

Complete in full. Expenditures must equal or exceed total funding.

Sources of Revenue:

NAA funds requested	<u>\$8,600.00</u>
Other funding sources - itemized sources:	
a) <u>LUMINARY SALES</u>	<u>\$3,000.00</u>
b) <u>BUSINESS SPONSOR SPPORT</u>	<u>\$6,200.00</u>
c) <u>ON LINE LUMINARY SALES</u>	<u>\$1,800.00</u>
d) _____	_____

Total Funding:	<u>\$11,000.00</u>
-----------------------	--------------------

Proposed Program Expenditures:

Direct operating expenses - itemized description:	
a) <u>LUMINARY BAGS, CANDLES AND FLAGS</u>	<u>\$2,700.00</u>
b) <u>POSTERS AND SIGNS</u>	<u>\$410.00</u>
c) <u>STARS, LIGHTS, POLES, CORDS, OTHER</u>	<u>\$1,490.00</u>
d) <u>DOANTION TO VETERANS</u>	<u>\$15,000.00</u>

Administrative expenses - itemized description:	
a) <u>N/A</u>	<u>\$0.00</u>
b) _____	_____
c) _____	_____
d) _____	_____

Total Proposed Expenditures:	<u>\$19,600.00</u>
-------------------------------------	--------------------

Part IV — Municipal Information

To be completed by the municipal agency overseeing implementation of the program

Name of municipal agency overseeing implementation of the program: _____

Mailing address: _____

Name of municipal liaison: _____

Telephone number: _____

Fax number: _____

Email address: _____

Post-Project Audit

Is a post-project audit required for this proposal?

☐

Yes

☐

No

If **Yes**, date post-project audit due:

Date

2025 Luminary Display Budget

		<u>Actual</u>
Sponsor Donations		\$6,200.00
Cash Sales		3,000.00
On Line Sales Square Net		<u>1,800.00</u>
To Gross Collected		11,000.00
Expenses		
Luminaries of NC	1,000.00	
Academy Printing New Dates	100.00	
Minuteman Posters	30.00	
Stars	270.00	
Lights	250.00	
Sam's Club Candy	70.00	
Staples Poster Board	20.00	
Extension Cords	280.00	
Ground Stakes for Stars	100.00	
Flag Poles 6'	150.00	
Flags	300.00	
Dunkin Donuts Coffee	100.00	
Vista Print Lawn Signs	230.00	
Tea Cup Lights	1,700.00	
Donation to Veterans	<u>15,000.00</u>	
Total Expenses		<u>19,600.00</u>
	Net	(8,600.00)

Form **990**Department of the Treasury
Internal Revenue Service**Return of Organization Exempt From Income Tax**
Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)Do not enter social security numbers on this form as it may be made public.
Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2022
Open to Public Inspection**A For the 2022 calendar year, or tax year beginning 07/01/22, and ending 06/30/23****B** Check if applicable:

- ☐ Address change
- ☐ Name change
- ☐ Initial return
- ☐ Final return/terminated
- ☐ Amended return
- ☐ Application pending

C Name of organization**BERLIN LIONS CHARITIES INC.**

Doing business as

Number and street (or P.O. box if mail is not delivered to street address)

PO BOX 23

Room/suite

City or town, state or province, country, and ZIP or foreign postal code

BERLIN**CT 06037****D** Employer identification number**83-0424291****E** Telephone number**860-930-2366****G** Gross receipts \$**148,496****F** Name and address of principal officer:**GARY SCHMIDT****P.O. BOX 23****BERLIN****CT 06037****H(a)** Is this a group return for subordinates? ☐ Yes ☒ No**H(b)** Are all subordinates included? ☐ Yes ☐ No

If "No," attach a list. See instructions

I Tax-exempt status: ☒ 501(c)(3) ☐ 501(c) () (insert no.) ☐ 4947(a)(1) or ☐ 527**J** Website: **BERLINLIONS.ORG****H(c)** Group exemption number**K** Form of organization: ☒ Corporation ☐ Trust ☐ Association ☐ Other**L** Year of formation: **2005****M** State of legal domicile: **CT****Part I Summary**

Activities & Governance

1 Briefly describe the organization's mission or most significant activities:**SEE SCHEDULE O****2** Check this box ☐ if the organization discontinued its operations or disposed of more than 25% of its net assets.**3** Number of voting members of the governing body (Part VI, line 1a)**3** **20****4** Number of independent voting members of the governing body (Part VI, line 1b)**4** **20****5** Total number of individuals employed in calendar year 2022 (Part V, line 2a)**5** **0****6** Total number of volunteers (estimate if necessary)**6** **0****7a** Total unrelated business revenue from Part VIII, column (C), line 12**7a** **0****b** Net unrelated business taxable income from Form 990-T, Part I, line 11**7b** **0**

Revenue

8 Contributions and grants (Part VIII, line 1h)

Prior Year

82,964

Current Year

115,273**9** Program service revenue (Part VIII, line 2g)**0****10** Investment income (Part VIII, column (A), lines 3, 4, and 7d)**4,958****8,104****11** Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)**-16,096****2,233****12** Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)**71,826****125,610**

Expenses

13 Grants and similar amounts paid (Part IX, column (A), lines 1-3)**62,819****86,792****14** Benefits paid to or for members (Part IX, column (A), line 4)**0****15** Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)**0****16a** Professional fundraising fees (Part IX, column (A), line 11e)**0****b** Total fundraising expenses (Part IX, column (D), line 25)**0****17** Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)**2,769****2,243****18** Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)**65,588****89,035****19** Revenue less expenses. Subtract line 18 from line 12**6,238****36,575**

Net Assets or Fund Balances

20 Total assets (Part X, line 16)

Beginning of Current Year

524,340

End of Year

559,895**21** Total liabilities (Part X, line 26)**0****0****22** Net assets or fund balances. Subtract line 21 from line 20**524,340****559,895****Part II Signature Block**

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here

Signature of officer

Date

JOSEPH GRECO**TREASURER**

Type or print name and title

Paid

Print/Type preparer's name

Preparer's signature

Date

Check ☐ if

PTIN

CHRISTOPHER B. CONLEY**05/13/24**

self-employed

P00936552**Preparer Use Only**

Firm's name

GUILMARTIN, DIPIRO & SOKOLOWSKI, LLC

Firm's EIN

06-0971998

Firm's address

505 MAIN ST**MIDDLETOWN, CT 06457-2809**

Phone no.

860-347-5689

May the IRS discuss this return with the preparer shown above? See instructions

☒ Yes ☐ No

For Paperwork Reduction Act Notice, see the separate instructions.

DAA

Form **990** (2022)

Municipality: Berlin

Form NAA-01

2025 Connecticut Neighborhood Assistance Act (NAA) Program Proposal

This form **must** be completed and submitted to your municipality for approval. All items **must** be completed with as much detail as possible. If additional space is needed, attach additional sheets. Please type or print clearly. See attached instructions before completing. **Do not submit this form directly to the Department of Revenue Services.**

Part I — General Information

Name of tax exempt organization/municipal agency: _____
CCARC, Inc.

Address: 950 Slater Road New Britain CT 06053

Federal Employer Identification Number: 0 6 - 6 0 0 1 5 4 3

Program title: OLD FARMS GROUP HOME AC REPLACEMENT

Name of contact person: Marcy Goodman

Telephone number: 860-259-6339

Email address: mgoodman@ccarc.com

Total NAA funding requested (\$250 minimum, \$150,000 maximum): \$ 12789.00

Is your organization required to file federal Form 990 or 990EZ, Return of Organization Exempt from Income Tax?



Yes



No

If **Yes**, attach a copy of the **first page** of your most recent return.

If **No**, attach a copy of your determination letter from the U.S. Treasury Department, Internal Revenue Service.

Part II — Program Information

Check the appropriate description of your program:

100% credit percentage

- ☒ Energy conservation; or
☐ Comprehensive college access loan forgiveness (see Conn. Gen. Stat. § 12-635(3)).

60% credit percentage

- ☐ Job training/education for unemployed persons aged 50 or over;
☐ Job training/education for persons with physical disabilities;
☐ Program serving low-income persons;
☐ Child care services;
☐ Establishment of a child day care facility;
☐ Open space acquisition fund; or
☐ Other (specify): _____

Description of program: _____

CCARC is a 501(c)3 organization providing residential, employment, and day services to people with intellectual and developmental disabilities (IDD). We purchased a second program location in 2023 at 1103 Chamberlin Hwy in Berlin to expand day and employment programs. The day program provides supportive services to program participants onsite and in the community throughout the day, M-F. Employment programs offer vocational training, internship opportunities, group-supported employment, individualized employment services, and transition services for new high school graduates.

Need for program: _____

People with IDD have special environmental needs that increase the critical importance for their health, safety, comfort, and overall quality of life. People with IDD have heightened sensory sensitivities, compromised immune systems, and temperature fluctuations that can cause distress. The AC system is at its expected life and budget constraints prohibit us from proactively replacing critical mechanical systems. A new high efficiency AC will lower health complications and, reduce costs, increase energy efficiency, reduce energy consumption, and reduce environmental impact. Energy savings range between 20-35%

Neighborhood area to be served: _____

CCARC provides services throughout central CT. Participants reside in New Britain, Berlin, Bristol, Farmington, Glastonbury, Hartford, Kennington, Plainville, Portland, Rocky Hill, West Hartford, Wethersfield and Windsor Locks. This particular home is located on Old Farms Place in New Berlin. CCARC also provides day and employment services at the former Prince of Peace Church at 1103 Chamberlain Highway.

Plan to implement the program: _____

CCARC will work with Link Mechanical Services out of New Britain. The scope of work includes recover and dispose of refrigerant from existing system, remove and dispose of existing system, install new handler, outdoor condenser, wiring, switches, thermostats, flush and test current refrigerant piping-repair if needed, leak thorough testing and adjust as needed. The estimate provided includes labor, materials and permit fee. The quote is for a high efficiency American Standard air handler, condensing unit, digital thermostat with a 10 year warranty on coil, compressor and parts. Unit is rated 18.0 SEER/13.0 EER.

Timetable:Program start date: 12-01-2025

MM - DD - YYYY

Program completion date: 2-28-2025

MM - DD - YYYY

Post-project audit due date: _____

MM - DD - YYYY

The program start date must not be more than two years prior to the program completion date. Additionally, the program completion date must not extend beyond December 31, 2027.

Any program receiving \$25,000 or more in NAA funding is required to provide a post-project audit, prepared by a certified public accounting firm, to the municipality overseeing the program, no later than three months after the program completion date.

Part III — Financial Information**Program Budget:**

Complete in full. Expenditures must equal or exceed total funding.

Sources of Revenue:NAA funds requested \$12,789.00

Other funding sources - itemized sources:

a) _____

b) _____

c) _____

d) _____

Total Funding: 12,789.00**Proposed Program Expenditures:**

Direct operating expenses - itemized description:

a) DISPOSE/REMOVE OLD AC, INSTALL NEW AC \$12,789.00

b) _____

c) _____

d) _____

Administrative expenses - itemized description:

a) _____

b) _____

c) _____

d) _____

Total Proposed Expenditures: 12789.00

Part IV — Municipal Information

To be completed by the municipal agency overseeing implementation of the program

Name of municipal agency overseeing implementation of the program: _____ _____
Mailing address: _____ _____
Name of municipal liaison: _____
Telephone number: _____
Fax number: _____
Email address: _____

<p style="text-align: center;">Post-Project Audit</p> <p style="text-align: center;">Is a post-project audit required for this proposal?</p> <p style="text-align: center;"><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p style="text-align: center;">If Yes, date post-project audit due:</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Date</p>

Return of Organization Exempt From Income Tax

Form **990**

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)
Do not enter social security numbers on this form as it may be made public.
Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2022

Open to Public Inspection

Department of the Treasury
Internal Revenue Service

A For the 2022 calendar year, or tax year beginning **JUL 1, 2022** and ending **JUN 30, 2023**

B Check if applicable: <input type="checkbox"/> Address change <input type="checkbox"/> Name change <input type="checkbox"/> Initial return <input type="checkbox"/> Final return/terminated <input type="checkbox"/> Amended return <input type="checkbox"/> Application pending	C Name of organization CCARC, INC. Doing business as Number and street (or P.O. box if mail is not delivered to street address) Room/suite 950 SLATER ROAD City or town, state or province, country, and ZIP or foreign postal code NEW BRITAIN, CT 06053 F Name and address of principal officer: LINDA IOVANNA SAME AS C ABOVE	D Employer identification number 06-6011543 E Telephone number (860) 229-6665 G Gross receipts \$ 15,317,694. H(a) Is this a group return for subordinates? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No H(b) Are all subordinates included? <input type="checkbox"/> Yes <input type="checkbox"/> No If "No," attach a list. See instructions H(c) Group exemption number
I Tax-exempt status: <input checked="" type="checkbox"/> 501(c)(3) <input type="checkbox"/> 501(c) () (insert no.) <input type="checkbox"/> 4947(a)(1) or <input type="checkbox"/> 527		
J Website: www.CCARC.COM		
K Form of organization: <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Trust <input type="checkbox"/> Association <input type="checkbox"/> Other		
L Year of formation: 1952 M State of legal domicile: CT		

Part I Summary

Activities & Governance	1 Briefly describe the organization's mission or most significant activities: OUR VISION IS TO PROVIDE PERSONALIZED SERVICES TO PEOPLE WITH DISABILITIES. OUR MISSION IS TO 2 Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets. 3 Number of voting members of the governing body (Part VI, line 1a) 3 18 4 Number of independent voting members of the governing body (Part VI, line 1b) 4 18 5 Total number of individuals employed in calendar year 2022 (Part V, line 2a) 5 352 6 Total number of volunteers (estimate if necessary) 6 23 7a Total unrelated business revenue from Part VIII, column (C), line 12 7a 0. 7b Net unrelated business taxable income from Form 990-T, Part I, line 11 7b 0.																									
Revenue	<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th>Prior Year</th> <th>Current Year</th> </tr> </thead> <tbody> <tr> <td>8 Contributions and grants (Part VIII, line 1h)</td> <td align="right">472,805.</td> <td align="right">584,935.</td> </tr> <tr> <td>9 Program service revenue (Part VIII, line 2g)</td> <td align="right">12,596,392.</td> <td align="right">13,953,864.</td> </tr> <tr> <td>10 Investment income (Part VIII, column (A), lines 3, 4, and 7d)</td> <td align="right">7,391.</td> <td align="right">8,347.</td> </tr> <tr> <td>11 Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)</td> <td align="right">30,104.</td> <td align="right">2,543.</td> </tr> <tr> <td>12 Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)</td> <td align="right">13,106,692.</td> <td align="right">14,549,689.</td> </tr> </tbody> </table>			Prior Year	Current Year	8 Contributions and grants (Part VIII, line 1h)	472,805.	584,935.	9 Program service revenue (Part VIII, line 2g)	12,596,392.	13,953,864.	10 Investment income (Part VIII, column (A), lines 3, 4, and 7d)	7,391.	8,347.	11 Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	30,104.	2,543.	12 Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)	13,106,692.	14,549,689.						
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11 Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	30,104.	2,543.																								
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Expenses	<table border="1" style="width:100%; border-collapse: collapse;"> <tbody> <tr> <td>13 Grants and similar amounts paid (Part IX, column (A), lines 1-3)</td> <td align="right">0.</td> <td align="right">0.</td> </tr> <tr> <td>14 Benefits paid to or for members (Part IX, column (A), line 4)</td> <td align="right">0.</td> <td align="right">0.</td> </tr> <tr> <td>15 Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)</td> <td align="right">10,442,440.</td> <td align="right">11,424,619.</td> </tr> <tr> <td>16a Professional fundraising fees (Part IX, column (A), line 11e)</td> <td align="right">0.</td> <td align="right">0.</td> </tr> <tr> <td>b Total fundraising expenses (Part IX, column (D), line 25) 154,975.</td> <td></td> <td></td> </tr> <tr> <td>17 Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)</td> <td align="right">2,492,726.</td> <td align="right">2,888,602.</td> </tr> <tr> <td>18 Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)</td> <td align="right">12,935,166.</td> <td align="right">14,313,221.</td> </tr> <tr> <td>19 Revenue less expenses. Subtract line 18 from line 12</td> <td align="right">171,526.</td> <td align="right">236,468.</td> </tr> </tbody> </table>		13 Grants and similar amounts paid (Part IX, column (A), lines 1-3)	0.	0.	14 Benefits paid to or for members (Part IX, column (A), line 4)	0.	0.	15 Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)	10,442,440.	11,424,619.	16a Professional fundraising fees (Part IX, column (A), line 11e)	0.	0.	b Total fundraising expenses (Part IX, column (D), line 25) 154,975.			17 Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)	2,492,726.	2,888,602.	18 Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)	12,935,166.	14,313,221.	19 Revenue less expenses. Subtract line 18 from line 12	171,526.	236,468.
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Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here	Signature of officer LINDA IOVANNA, CHIEF EXECUTIVE OFFICER Type or print name and title	Date
Paid	Print/Type preparer's name PAUL BALLASY	Preparer's signature PAUL BALLASY
Preparer	Firm's name COHNREZNICK LLP	Firm's EIN 22-1478099
Use Only	Firm's address 350 CHURCH STREET, 12TH FLOOR HARTFORD, CT 06103	Date 05/07/24 Check if self-employed <input type="checkbox"/> PTIN P00852868 Phone no. 959-200-7000

May the IRS discuss this return with the preparer shown above? See instructions ☒ Yes ☐ No

2025 Connecticut Neighborhood Assistance Act (NAA) Program Proposal Instructions

Complete all items on **Form NAA-01, 2025 Connecticut Neighborhood Assistance Act (NAA) Program Proposal**. Incomplete applications will **not** be accepted. For where to direct inquiries, see *Additional Information* below.

Part I — General Information

Enter the name of the tax exempt organization or municipal agency, address, Federal Employer Identification Number, name, telephone number, and email address of the contact person.

Program Title: Assign a unique program title to each program for which your organization is making an application.

Federal Form 990: Attach a copy of the first page of your organization's most recent federal Form 990 or Form 990EZ. If your organization is not required to file either Form 990 or Form 990EZ, attach a copy of the determination letter from the Internal Revenue Service.

Part II — Program Information

Description of Program: Describe the program, including information about how the program will operate, its benefit to the community, how recipients will be selected, and any measures used to determine the program's impact on the community.

Need for Program: Demonstrate a need for this program. For example, provide relevant statistics.

Neighborhood Area to Be Served: Describe the neighborhood or municipality this program will serve.

Plan to implement the program: Describe how the program will operate. Identify other persons or organizations involved in the administration of the program.

Timetable: Indicate the starting and completion dates of the program. The program completion date must not be more than two years from the program start date.

Part III — Financial Information

Each program proposal must include a program budget that includes all sources of funding and all anticipated expenditures. The information provided in the budget may be used during a post-project audit.

Sources of Revenue: The budget must include the requested NAA funding and any other anticipated revenue sources.

NAA Funding Requested: Indicate the total amount your organization is requesting for its program. This amount may not exceed the total proposed expenditures.

Please note that the minimum NAA funding is \$250, with a maximum funding of \$150,000 per organization or agency per year.

Other Funding Sources: Provide a detailed description(s) and the amount(s) of all funding sources.

Proposed Program Expenditures: The budget must include a detailed description and the amount of all direct operating and administrative expenditures. **Expenditures must equal or exceed total funding.**

Direct Operating Expenses: Expenses include materials, equipment, wages, salaries, tuition fees, sub-contracting services, and any other expenses needed to administer the program.

Part IV — Municipal Information

This part is to be completed by the municipal agency overseeing implementation of the program.

Municipal Liaison: The municipality must designate an individual to serve as a liaison with the Department of Revenue Services (DRS) for all NAA matters.

Post-Project Audit: Any program receiving \$25,000 or more in NAA funding is required to have a post-project audit prepared by a certified public accounting firm and submitted for certification, to the municipality overseeing the program, no later than three months after the program completion date. For further information on the post-project audit requirements, please refer to Conn. Gen. Stat. § 12-637a.

Additional Information

See the *Guide to Connecticut Business Tax Credits* available on the DRS website at portal.ct.gov/DRS. E-mail any questions to NAAProgram@ct.gov or call 860-297-5687, Monday through Friday, 8:30 a.m. to 4:30 p.m. for more information.

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Town of Berlin will conduct a public hearing on Tuesday, June 3, 2025 at 7:00 p.m. to discuss the 2025 Connecticut Neighborhood Assistance Act (NAA) Tax Credit Program and to solicit citizen input. The meeting can also be accessed via Zoom. Please refer to the Town of Berlin Website at www.berlinct.gov for more information regarding the meeting link.

The Connecticut Neighborhood Assistance Act Tax Credit Program provides tax credit to business firms that make cash investments in qualifying community programs conducted by tax exempt or municipal agencies. The community programs must be approved by both the municipality in which the programs are conducted and by the Department of Revenue Services (DRS). A tax credit equal to 100% of the cash invested is available to business firms that invest in energy conservation projects. Tax exempt entities desiring to obtain benefits under the NAA must complete an application and submit it to the municipal agency overseeing the implementation of the proposal. The overseeing municipal agency then completes their portion of the application and submits it to DRS on or before July 1 of each year. Prior to submitting the application to DRS, each municipality must hold a public hearing on all program applications. The governing body of the municipality must vote to approve the programs.

This year, three organizations have submitted proposals. They are the Prudence Crandall Center, Berlin Lions Charities, Inc. and CCARC, Inc. The Prudence Crandell Center provides a comprehensive array of services to victims of domestic violence to Berlin residents, schools, and community groups. The Berlin Lions Charities, Inc. provide financial support to Berlin Veterans and spouses in need and CCARC, Inc. provides services for people with intellectual and developmental disabilities through a continuum of services. All three groups service the Berlin community and surrounding towns and wish to submit proposals for the 2025 Connecticut Neighborhood Assistance Act (NAA) Tax Credit Program.

The public hearing will also give citizens an opportunity to make their comments known on the proposed project. If you are unable to participate in the public hearing, you may direct written comments to Ryan Curley, Town Manager, 240 Kensington Road, Berlin, CT 06037, or you may telephone 860-828-7003. Additional information may be obtained at the above address between the hours of 8:30 a.m. to 4:30 p.m. Monday through Wednesday, 8:30 a.m. to 7:00 p.m. Thursday and 8:30 a.m. to 1:00 p.m. Friday.

All are encouraged to participate. The hearing is accessible to the handicapped. Any disabled persons requiring special assistance or non-English speaking persons should contact Jen Ochoa, ADA Coordinator, at 860-828-7010 at least five days prior to the hearing.

The Town of Berlin promotes fair housing and makes all programs available to low- and moderate-income families regardless of age, race, color, religion, sex, national origin, sexual preference, marital status, or handicap.

Equal Opportunity/Affirmative Action

PLEASE NOTE – THE FOLLOWING LINK WILL BE USED FOR ALL FUTURE TOWN COUNCIL MEETINGS. YOU MUST USE THE PASSWORD – BERLIN (ALL CAPS)

Berlin Town Council Chambers is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://berlinct-gov.zoom.us/j/88916616949?pwd=EGudbqXAWRsRvTteZt8R0dl7QT0hwM.1>

Meeting ID: 889 1661 6949

Passcode: BERLIN

+1-929-205-6099 (New York)

**TOWN OF BERLIN
TOWN COUNCIL MEETING
Tuesday, April 22, 2025
Town Council Chambers (in person)
Remote Meeting
7:00 P.M.**

A. CALL TO ORDER:

Mayor Kaczynski called the Town Council meeting to order at 7:00 p.m.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL:

Those in attendance were:

Councilor Sandra Coppola
Mayor Mark Kaczynski
Councilor Charles Paonessa
Councilor Mark Pruzin
Councilor Peter Rosso

Absent:

Councilor Kate Atkinson
Councilor Donna Veach

Also in attendance:

Town Manager Ryan Curley
Corporation Counsel Jeffrey Donofrio

D. AUDIENCE OF CITIZENS:

Liam Mitchell, 1005 Kensington Road - Mr. Mitchell stated that he is a member of the Berlin Water Control Commission and there is an ongoing concern that the Town is being billed over \$1 million over their proportionate share by the Mattabassett District. This increase is due to the increase in I&I from the town's two other water districts that is not being addressed.

E. MAYOR'S UPDATE:

Mayor Kaczynski stated that Berlin's Corporation Counsel Jeffrey Donofrio has been named Best Lawyer by his peers in the 2025 edition of the *Best Lawyers in America*.

F. MEETING AGENDA – Immediately Following the Mayor's Update

G. CONSENT AGENDA:

1. **Topic re: Approve Berlin High School Boosters Club to sell food, beverages and merchandise at Berlin High School events during the 2025 – 2026 school year. – Parks and Recreation**
2. **Topic re: Approve Debra Tubbs, Ice Queen Ice Cream LLC, of Rock N Roll Ice Cream Truck to sell ice cream, snacks and beverages at the following parks and playgrounds: Pistol Creek, Percival Pool, Berlin Community Center, Town playgrounds and Sage Park. – Parks and Recreation**
3. **Topic re: Approve permission for consumption of alcoholic beverages (BYOB) at Timberlin Park Pavilion for the Vincent Carbonell - SACC (Spanish American Cultural Club) annual picnic for approximately 50 people on Saturday, June 7, 2025, 9:00 a.m. to 6 p.m. A buffet style meal will be served. Insurance will be obtained. – Parks and Recreation**
4. **Topic re: Approve acceptance of the donation to the fishing derbies in the amount of a \$100 donation from the Berlin VFW Post 10732 towards the Parks and Recreation Fishing Derbies that will be held on April 12 and April 26, 2026 at Sage Pond Park from 8:00 AM – 10:00 AM. – Parks and Recreation**
5. **Topic re: Approve Berlin Dolphin Swim Team Booster Club to sell prepackaged food and beverages at Berlin Dolphin Swim Team home meets in 2025. – Parks and Recreation**
6. **Topic re: Approve Metro Swim Shop to sell swimsuits, caps, goggles, bungee cords, etc. on June 23rd 2025 at Percival Pool to participants on the Berlin Dolphin Swim Team and to waive the vendor fee of \$200.00. – Parks and Recreation**
7. **Topic re: Accept monetary donations totaling \$1,714.70 and deposit \$252.32 into the Friends of the Library Credit Card account for the purchase of a museum pass renewal and program supplies and deposit \$1,437.38 into the Friends of the Library Miscellaneous account for the purchase of a subscription, programs, program supplies, coffee supplies and a museum pass renewal and deposit \$25.00 into the Unrestricted Donations account for the libraries greatest need and move to accept the donation of books with an approximate value of \$20.00 to be added to the appropriate department collection. – Berlin-Peck Memorial Library**
8. **Topic re: Accept the donation of \$500.00 and deposit funds in the Account - Operating Materials for the purchase of a digital camera. – Fire Marshal**

9. **Topic re: Approve waiving the Police fees in the estimated amount of \$2,469.60 for the Berlin Little League Opening Ceremony that will take place on Sunday April 27, 2025. – Police**
10. **Topic re: Approve the request by the CT Trailmixers for a trail running race to take place at Ragged Mountain on May 17, 2025, with the conditions that the applicant works with Town staff regarding logistical and safety measures and with the Conservation Commission on trail maintenance after the event. – Planning and Zoning**
11. **Topic re: Approve the request by the Berlin High School Riding Redcoats Cycling Club and the Connecticut Cycling Advancement for a Bike Race to take place at the Hatchery Brook Conservation Area on May 7, 2025 with a rain date of May 8, 2025, with the conditions that the applicants work with the Conservation Commission to assure that the trails are in a condition to accommodate a bike race and that the trails will be fully restored after the race; noticing given to surrounding properties, as described; and traffic management be coordinated with the Police Department. – Planning and Zoning**
12. **Topic re: Approve waiving the driving range fee in the amount of \$600.00 for the YMCA Golf Outing taking place at Timberlin on April 25, 2025. – Golf Course**

Councilor Paonessa moved to remove item #9 from the Consent Agenda for further discussion.

Seconded by Councilor Coppola.

Those voting in favor: Councilor Coppola, Councilor Paonessa, Councilor Pruzin, Councilor Rosso, Mayor Kaczynski.

Vote being 5-0 (MOTION CARRIED)

Councilor Paonessa moved to accept Consent Agenda items #1 – 8, and 10 – 12 as presented.

Seconded by Councilor Coppola.

Those voting in favor: Councilor Coppola, Councilor Paonessa, Councilor Pruzin, Councilor Rosso, Mayor Kaczynski.

Vote being 5-0 (MOTION CARRIED)

9. **Topic re: Approve waiving the Police fees in the estimated amount of \$2,469.60 for the Berlin Little League Opening Ceremony that will take place on Sunday April 27, 2025. – Police**

Councilor Paonessa stated that he supports the Berlin Little League but questions the amount of police presence needed for the opening ceremony and how the total amount being waived is determined.

Police Chief Matthew McNally stated that three officers would be staggered throughout the course of the six-hour event with the possibility of 200 cars parking on neighboring residential streets. He added that the exact amount would be determined by the pay rates of the officers that sign up to work the event.

Chief McNally stated that typically Opening Day is split by age groups over the course of the day but this year a proclamation will be presented which organizers expect to bring in larger crowds at one time.

Councilor Paonessa requested information from the Chief on the cost of overtime police officers.

Councilor Paonessa moved to approve waiving the Police fees in the estimated amount of \$2,469.60 for the Berlin Little League Opening Ceremony that will take place on Sunday April 27, 2025.

Seconded by Councilor Coppola.

Those voting in favor: Councilor Coppola, Councilor Paonessa, Councilor Pruzin, Councilor Rosso, Mayor Kaczynski.

Vote being 5-0 (MOTION CARRIED)

H. NEW BUSINESS:

EXECUTIVE SESSION - Real Estate – C.G.S.S. Sec. 1-200 (6) (D) discussion of the selection of a site, sale or purchase of real estate by the Town – 143 Percival Avenue

Councilor Paonessa moved to go into Executive Session; Real Estate – C.G.S.S. Sec. 1-200 (6) (D) discussion of the selection of a site, sale or purchase of real estate by the Town – 143 Percival Avenue at 7:20 p.m. Invited in: Town Manager Curley, Corporation Counsel Donofrio, Erin Greenblatt and Allie McCann from Vesta, Town Planner Maureen Giusti, and Town Clerk Kate Wall.

Seconded by Councilor Coppola.

Those voting in favor: Councilor Coppola, Councilor Paonessa, Councilor Pruzin, Councilor Rosso, Mayor Kaczynski.

Vote being 5-0 (MOTION CARRIED)

Executive Session ended at 7:29 p.m.

1. Topic re: Presentation of the 2025-2026 Mattabassett Sewer District Budget. – Mattabassett District

Mattabassett District Executive Director Art Simonian introduced Berlin representatives Board Chairman John Dunham and Liam Mitchell.

Mr. Simonian stated that the fiscal year 2026 budget increased 8.6% which was driven primarily by inflation on labor, electricity, and pension costs, but offset with lower debt services. The operating and debt budget increased 6.36% and the Capital budget realized an increase of 19.10% over last year's budget.

This year \$300,000 was used to lower expenses from fiscal year 2025 and \$900,000 from reserves was used to offset budget assessments and larger capital projects for fiscal year 2026.

Berlin is paying 11% of debt service as part of their assessment even though their reserve capacity is 14.35% due to admission fee credits from Middletown. Income credits impact all constituent members. Middletown's admission fee into the District benefits the Charter members only (New Britain, Berlin, and Cromwell). This year, credits from Middletown's addition benefited Berlin \$157,766. When Middletown's debt is retired in 2030 Berlin will have received approximately \$2.6 million in income credits.

Mr. Simonian added that other increases in expenses include materials and maintenance cost increases as well as the increase in the cost to bypass sludges to other facilities during the annual shutdown of their incinerator.

Berlin's budget increased this year by 9.9% due to the five-year average flow continuing to increase due to infiltration and inflow (I&I) issues which impacts assessments. The Mattabassett District has continued to put pressure on Berlin's two other districts and the Town should continue as well.

The capital and debt parts of Mattabassett's budget get applied to the community's served based on reserve capacity and that will be revisited in 2030 once the debt is retired on the \$100 million Clean Water Fund loan that was used for upgrades. Mr. Simonian stated that this is another reason to get the I&I flow numbers down.

Board Chairman John Dunham stated that it is disappointing for Berlin to face a 9% increase in assessment due to the flow increase from I&I as well as a meter issue, but he believes for years Berlin was being under charged. Going forward a committee will be formed as some of the other communities were upset that they had a higher reserve capacity, and they were paying higher capital costs. Before any changes are made to the reserve capacity Mattabassett would come back to the towns.

Mr. Dunham added that union negotiations resulted in 2.75% to 3.25% salary increases and a small increase in health sharing costs. More capital projects are looking to be addressed which would be funded from reserves.

Councilor Paonessa inquired about the ability for Mattabassett to bill the town's two other water districts directly in response to the increased I&I from those districts which is putting Mattabassett in violation during some storm events. Mr. Simonian stated that has been researched but because Berlin is the member community and the connections come through Berlin's system it is not feasible. A meeting was held with the Connecticut Department of Energy and Environmental Protection (DEEP) and the Environmental Protection Agency (EPA) and consent orders were issued to those other districts. Enforcement action would come from those agencies.

Water Control Manager Ray Jarema stated that he reached out to DEEP and the EPA after the meeting with Mattabassett and he only heard back from the EPA. The EPA stated that they had a CMOM agreement with the Kensington District and two years in a row Kensington sent the EPA the same information as progress reports and included the new Baxter Avenue meter and nobody said anything about it. Mr. Jarema added that the I&I is growing and becoming more of a problem, and the Kensington and Worthington Districts systems are old and have not been maintained.

NO ACTION NEEDED

2. **Topic re: Authorize the Town Manager to execute Amendment Nine with Newport Realty Group, LCC regarding the Purchase Agreement for 55 Steele Boulevard and to authorize the Town Manager to close on the sale of the property to Newport 55 Steele Blvd LLC, subject to review and approval of Corporation Counsel. – Economic Development**

Town Manager Curley stated that Amendment Nine with Newport Realty Group, LCC (Newport) would allow the Town of Berlin to close on the sale of 55 Steel Boulevard to Newport 55 Steele Blvd LLC. The reason for the amendment is that some remediation work is still ongoing on the site, however Newport needs to close on the sale so they can obtain the financing needed so building can begin on the site while the geomembrane is being installed. All parties involved have reviewed the amendment.

Corporation Counsel Donofrio added that the ninth amendment is a wrap-up amendment prior to closing on the sale.

Councilor Paonessa moved to authorize the Town Manager to execute Amendment Nine with Newport Realty Group, LCC regarding the Purchase Agreement for 55 Steele Boulevard and to authorize the Town Manager to close on the sale of the property to Newport 55 Steele Blvd LLC, subject to review and approval of Corporation Counsel.

Seconded by Councilor Coppola.

Those voting in favor: Councilor Coppola, Councilor Paonessa, Councilor Pruzin, Councilor Rosso, Mayor Kaczynski.

Vote being 5-0 (MOTION CARRIED)

3. **Topic re: Authorize the Town Manager to retain the services of Pulman & Comley to prepare bond authorization documents for athletic facility improvements, and authorize the Town Manager to schedule and advertise for a Public Hearing to be held Tuesday, May 6, 2025, at 7:00 p.m. on an ordinance entitled “An Ordinance Appropriating \$2,000,000 for Athletic Facility Improvements (2025) and Authorizing the Issue of \$2,000,000 Bonds of the Town to Meet Said Appropriation, and Pending the Issuance thereof, the Making of Temporary Borrowings for such Purpose”. – Finance**

Finance Director Kevin Delaney provided the following general information regarding the bonding process in relation to agenda items 3 and 4.

Mr. Delaney stated that in order for the Town to bond any money an ordinance must be in place which has sufficient authorized funding but unissued bond authority. In addition, if the Town were to receive any bond premiums those can only be appropriated when there is an authorized unissued balance. Therefore, the ordinance not only provides the Town with the opportunity to borrow but also provides the opportunity to take advantage should it receive bond premiums which can be used to address projects not just right now but potentially into the future.

During the budget process several projects were discussed. Two of the projects, school HVAC and the Library/Community Center roofing, have existing bond ordinances with sufficient authorization but unissued balances. Two projects, sand trap renovations at Timberlin and a fire vehicle purchase, do not have existing ordinances in place with the availability to fund the projects.

The request tonight is to start the process for the bond ordinances for the two projects that do not have authorization. The reason this is being started now is that the bonding process takes some time and by September or October we will be able to issue the bonds and have funding in place.

The \$2 million athletic facility improvement bond will address the sand trap renovations but could also address the East Berlin pool facility improvements and bridge repairs at Timberlin. This ordinance would open the opportunity but not the obligation to fund those other projects and could shorten the time frame while paying the same fee to Bond Council.

Councilor Paonessa moved to authorize the Town Manager to retain the services of Pulman & Comley to prepare bond authorization documents for athletic facility improvements, and authorize the Town Manager to schedule and advertise for a Public Hearing to be held Tuesday, May 6, 2025, at 7:00 p.m. on an ordinance entitled "An Ordinance Appropriating \$2,000,000 for Athletic Facility Improvements (2025) and Authorizing the Issue of \$2,000,000 Bonds of the Town to Meet Said Appropriation, and Pending the Issuance thereof, the Making of Temporary Borrowings for such Purpose".

Seconded by Councilor Coppola.

Those voting in favor: Councilor Coppola, Councilor Paonessa, Councilor Pruzin, Councilor Rosso, Mayor Kaczynski.

Vote being 5-0 (MOTION CARRIED)

- 4. Topic re: Authorize the Town Manager to retain the services of Pulman & Comley to prepare bond authorization documents for fire vehicles, and authorize the Town Manager to schedule and advertise for a Public Hearing to be held Tuesday, May 6, 2025, at 7:00 p.m. on an ordinance entitled "An Ordinance Appropriating \$1,500,000 for Fire Vehicles (2025) and Authorizing the Issue of \$1,500,000 Bonds of the Town to Meet Said Appropriation, and Pending the Issuance thereof, the Making of Temporary Borrowings for such Purpose". – Finance**

Finance Director Delaney stated that in order to move forward with the purchase of a new fire vehicle the Town needed to have an uncommitted appropriation for the amount of the vehicle and within the bond ordinance language appropriating the funds so it would provide authorization to purchase the vehicle. The intent this year is to borrow only \$750,000 for the 50% deposit with the

balance being paid at the time of acceptance and funded by the issuance of General Obligation bonds unless the Town Council and Board of Finance elect to fund the balance due from other sources.

Councilor Paonessa moved to authorize the Town Manager to retain the services of Pulman & Comley to prepare bond authorization documents for fire vehicles, and authorize the Town Manager to schedule and advertise for a Public Hearing to be held Tuesday, May 6, 2025, at 7:00 p.m. on an ordinance entitled “An Ordinance Appropriating \$1,500,000 for Fire Vehicles (2025) and Authorizing the Issue of \$1,500,000 Bonds of the Town to Meet Said Appropriation, and Pending the Issuance thereof, the Making of Temporary Borrowings for such Purpose”.

Seconded by Councilor Coppola.

Those voting in favor: Councilor Coppola, Councilor Paonessa, Councilor Pruzin, Councilor Rosso, Mayor Kaczynski.

Vote being 5-0 (MOTION CARRIED)

5. Topic re: Authorize the Town Manager to sign all documents related to the purchase of a KIP 740c wide format multi-function device from The Office Works of Plainville, CT, for up to \$28,000 utilizing State contract #18PSX0233. – Finance

Finance Director Delaney stated that the current wide format multi-function printer located in the Public Works department and used by multiple town departments has served the town well but is no longer supported.

The Town has the funds available to purchase a new device at a savings of more than \$9,000 versus the 60-month lease option. The Town works with Office Works of Plainville for townwide multi-functional devices and they hold the State contract for wide format multi-functional devices as well. Mr. Delaney expects the new device to be received within the current fiscal year.

Councilor Paonessa moved to authorize the Town Manager to sign all documents related to the purchase of a KIP 740c wide format multi-function device from The Office Works of Plainville, CT, for up to \$28,000 utilizing State contract #18PSX0233.

Seconded by Councilor Coppola.

Those voting in favor: Councilor Coppola, Councilor Paonessa, Councilor Pruzin, Councilor Rosso, Mayor Kaczynski.

Vote being 5-0 (MOTION CARRIED)

6. Topic re: Reduce the Construction Contingency on the Additions and Renovations to Berlin Police Department HQ Project at 240 Kensington Road by \$75,000.00, as approved by the Public Building Commission, to provide funding for the VNA Suite Reconfiguration Project at Town Hall. – Public Building Commission

Town Manager Curley introduced this item stating that the Town Council previously approved the proposed reconfiguration of the VNA suite pending the Public Building Commission's (PBC)

reduction of the Police Station Project construction contingency with Millenium Builders by \$75,000.

Public Works Director Mike Ahern stated that the PBC approved the construction contingency at its April 10, 2025 meeting to respond to the Town Council's request for funding the VNA suite reconfiguration.

Mr. Ahern reminded the Town Council that the reconfiguration involves moving Social Services and their food pantry into half of the current VNA space and the Registrar of Voters would occupy the other half to accommodate their increased space needs due to new voting laws. VNA staff would move into the current Social Services office and the Engineering Department would get back their conference that has been the temporary food pantry since its' location was given up during the Police Station renovation.

Town Manager Curley stated that more detailed plans would be provided to the Council at a future meeting and this agenda item is to reduce the contingency to address the reconfiguration of the Town Hall offices.

Councilor Paonessa moved to reduce the Construction Contingency on the Additions and Renovations to Berlin Police Department HQ Project at 240 Kensington Road by \$75,000.00, as approved by the Public Building Commission, to provide funding for the VNA Suite Reconfiguration Project at Town Hall.

Seconded by Councilor Coppola.

Those voting in favor: Councilor Coppola, Councilor Paonessa, Councilor Pruzin, Councilor Rosso, Mayor Kaczynski.

Vote being 5-0 (MOTION CARRIED)

7. **Topic re: Authorize the Town Manager to make a request to CTDOT to revise the scope of the Carbon Reduction Program Sidewalk project to conform with the \$3 million alternative scope including sidewalk segments on the following streets: Worthington Ridge, Peter Parley Row, Lower Lane, Meadow Lane, Toll Gate Road, and Main Street, East Berlin. – Public Works**

Town Manager Curley stated that the Carbon Reduction Program Sidewalks Grant application was based on a \$4 million project which the Connecticut Department of Transportation (CTDOT) has now re-estimated to cost \$6 million. Town Council directed staff to scale back the project to a lower total cost.

At the Town Council meeting of April 8th staff was advised to notify the CTDOT that the Town would like to revise the scope of the project to conform with a \$3 million alternative with sidewalk segments on Worthington Ridge, Peter Parley Row, Lower Lane, Meadow Lane, Toll Gate Road, and Main Street East Berlin. Staff needs authorization to contact CTDOT and ask them to reevaluate the costs for these selected segments to confirm that the overall estimate or the reduced scope is correct.

If CTDOT's estimate for these selected segments varies significantly from the Town's estimate, staff will return to Town Council to request additional guidance.

Councilor Paonessa moved to authorize the Town Manager to make a request to CTDOT to revise the scope of the Carbon Reduction Program Sidewalk project to conform with the \$3 million alternative scope including sidewalk segments on the following streets: Worthington Ridge, Peter Parley Row, Lower Lane, Meadow Lane, Toll Gate Road, and Main Street, East Berlin.

Seconded by Councilor Coppola.

Those voting in favor: Councilor Coppola, Councilor Paonessa, Councilor Pruzin, Councilor Rosso, Mayor Kaczynski.

Vote being 5-0 (MOTION CARRIED)

8. **Topic re: Award Contract # 2025-18 (Miscellaneous Concrete Sidewalks) to William Laydon Construction of North Haven, CT to allow for sidewalk construction throughout the Town, by various Town departments through established unit prices. Funding will come from line-item accounts within the fiscal year departmental budgets. The contract will involve work to be performed through December 31, 2026. – Public Works**

Public Works Director Mike Ahern stated that seven bids were received for the contract that establishes unit prices for numerous activities associated with repair/replacement and/or new construction of sidewalks throughout the town.

The lowest bidder was William Laydon Construction and per staff's bid analysis William Laydon was responsive with all unit price items provided, supplied all requested qualification information, and has successfully completed multiple projects for Town departments in the past. Staff recommends awarding the contract to William Laydon Construction.

Councilor Paonessa moved to award Contract # 2025-18 (Miscellaneous Concrete Sidewalks) to William Laydon Construction of North Haven, CT to allow for sidewalk construction throughout the Town, by various Town departments through established unit prices. Funding will come from line-item accounts within the fiscal year departmental budgets. The contract will involve work to be performed through December 31, 2026.

Seconded by Councilor Coppola.

Those voting in favor: Councilor Coppola, Councilor Paonessa, Councilor Pruzin, Councilor Rosso, Mayor Kaczynski.

Vote being 5-0 (MOTION CARRIED)

9. **Topic re: Waive the Town's purchasing policy to purchase one 2025 Chrysler Voyager LX van for an amount not to exceed \$39,498 from Roberts Dodge of Meriden CT to be used by the Berlin Board of Education for student transportation, as this is in the best interest of the Town. – Municipal Garage**

Fleet Manager Jim Simons stated that the Berlin Board of Education (BOE) received funding from surplus funds for the purchase of student transportation vans.

Staff is requesting this purchase be made from Roberts Dodge, which currently has a contract with the State but purchasing this van outside of that contract would save the Town money due to incentives from the manufacturer.

Councilor Paonessa moved to waive the Town's purchasing policy to purchase one 2025 Chrysler Voyager LX van for an amount not to exceed \$39,498 from Roberts Dodge of Meriden CT to be used by the Berlin Board of Education for student transportation, as this is in the best interest of the Town.

Seconded by Councilor Coppola.

Those voting in favor: Councilor Coppola, Councilor Paonessa, Councilor Pruzin, Councilor Rosso, Mayor Kaczynski.

Vote being 5-0 (MOTION CARRIED)

10. Topic re: Potential Compensation for Firefighters Associated with the Hawthorne Fire. – Fire Administrator

Fire Chief Jim Simons stated that the Hawthorne Fire began on October 21, 2024 and required several weeks of the Town's time and resources.

Many firefighters put their personal and professional lives aside for as long as they were needed. Town leadership discussed the possibility of compensation for the volunteer firefighters for their time and effort.

Mr. Simons compiled the hours spent in suppression and support efforts on the mountain as well as the hours members of the Kensington Fire Department spent on standby. Forty-nine Town of Berlin volunteer firefighters aided in the effort on Lamentation Mountain for a total of 2,187 hours. Approximately 245 hours of standby were accrued in this effort.

Funding is available in the Disaster Recovery Initiatives account.

Councilor Paonessa moved to award compensation for firefighters who fought the Hawthorne Fire or provided standby at the rate of \$20 per hour for a total not to exceed \$48,640.

Seconded by Councilor Coppola.

Those voting in favor: Councilor Coppola, Councilor Paonessa, Councilor Pruzin, Councilor Rosso, Mayor Kaczynski.

Vote being 5-0 (MOTION CARRIED)

11. Topic re: Waive the Town's purchasing requirements and approve Turnpike Motors of Newington CT to repair MP#0335 Engine #10's rust as outlined in their quote # 074497 for an amount not to exceed \$36,939, as this is in the best interest of the town. – Fire Administrator

Fleet Manager Jim Simons stated that Engine 10 is stationed at the Fleet Garage and responds primarily to daytime incidents. This arrangement facilitates prompt responses and reduces interruptions to routine schedules.

Engine 10 is experiencing oxidation/corrosion including rust on doors, body, and compartment floor on the hose body of the truck. Staff can repair some of the items, but Mr. Simons contacted Turnpike Motors, which provided a cost estimate for the work that cannot be done in-house. Turnpike Motors has the facilities to accept large trucks and repairs of this nature, and they have been used for the repair of fire truck bodies in the past with good results.

Councilor Paonessa moved to waive the Town's purchasing requirements and approve Turnpike Motors of Newington CT to repair MP#0335 Engine #10's rust as outlined in their quote # 074497 for an amount not to exceed \$36,939, as this is in the best interest of the town.

Seconded by Councilor Coppola.

Those voting in favor: Councilor Coppola, Councilor Paonessa, Councilor Pruzin, Councilor Rosso, Mayor Kaczynski.

Vote being 5-0 (MOTION CARRIED)

12. Topic re: Award the purchase of one Caterpillar 926-Wheel Loader from Caterpillar through our local dealer H.O. Penn with attachments utilizing Sourcewell Contract #011723-CAT for an amount not to exceed \$229,500. – Municipal Garage

Town Manager Curley stated that fiscal year 2025 capital funding approved at the April 8, 2025 Town Meeting included replacing a wheel loader at the Highway Department.

Fleet Manager Jim Simons stated that the loader is in stock and should be delivered by the beginning of June.

Councilor Paonessa moved to award the purchase of one Caterpillar 926-Wheel Loader from Caterpillar through our local dealer H.O. Penn with attachments utilizing Sourcewell Contract #011723-CAT for an amount not to exceed \$229,500.

Seconded by Councilor Coppola.

Those voting in favor: Councilor Coppola, Councilor Paonessa, Councilor Pruzin, Councilor Rosso, Mayor Kaczynski.

Vote being 5-0 (MOTION CARRIED)

13. Topic re: Authorize the Town Manager, Ryan Curley, to apply for the Historic Documents Preservation Grant for the 2026 Targeted Grant in the amount of \$7,000.00. Upon receipt grant funds are to be deposited into the Special Grant Fund account. – Town Clerk

Town Clerk Kate Wall stated that this request is to apply for the Historic Documents Preservation Grant. The Town Clerk's office will be changing land record vendors in January 2026 and these grant funds will be used to convert land record images from the current Cott Systems OIB system to the IQS Infodex system in preparation for the conversion.

Councilor Paonessa moved to authorize the Town Manager, Ryan Curley, to apply for the Historic Documents Preservation Grant for the 2026 Targeted Grant in the amount of \$7,000.00. Upon receipt grant funds are to be deposited into the Special Grant Fund account.

Seconded by Councilor Coppola.

Those voting in favor: Councilor Coppola, Councilor Paonessa, Councilor Pruzin, Councilor Rosso, Mayor Kaczynski.

Vote being 5-0 (MOTION CARRIED)

I. APPOINTMENTS:

- 1. Conservation Commission – Vacancy** – Robert Ramsey has resigned – Replacement term would be until January 31, 2028. Can be filled with a D, R or U.
- 2. Conservation Commission – Vacancy – Alternate** – Replacement term would be until January 31, 2026. Can be filled with a D or U.
- 3. Constables – 4 Vacancies** – Terms would be until December 2025. Can be filled with R, D or U with no more than a bare majority to be from one political party (Section 8-6).
- 4. Housing Authority Commission – Vacancy** – Replacement term would be until March 31, 2030. Can be filled with a D or U.
- 5. Inland Wetlands & Water Courses Commission – Vacancy** – Replacement or reappointment term would be until January 31, 2028. Can be filled with a D or U.
- 6. Inland Wetlands & Water Courses Commission – Vacancy – Alternate** – Replacement term would be until January 31, 2026. Can be filled with a D or U.
- 7. Plainville Area Cable Television Advisory Council (PACTAC) – 2 Vacancies** – New terms would be until June 30, 2025. Can be filled with a D, R or U. There are only two members from Berlin for this board.
- 8. Planning and Zoning Commission – Vacancy – Alternate** – Michael Paszczuk has resigned. Replacement term would be until January 31, 2026. Can be filled with a D, R or U.

9. **Veterans' Commission – Vacancy** – Replacement term would be until January 31, 2026. Can be filled with a D, R or U.
10. **Veterans' Commission – Vacancy** – Replacement term would be until January 31, 2028. Can be filled with a D, R or U (depending on the above appointment).
11. **VNA –Vacancy** – Replacement term would be until January 31, 2027. Can be filled with a D, R or U.
12. **VNA –Vacancy** – Replacement term would be until January 31, 2027. Can be filled with a D, R or U.
13. **VNA – Vacancy** – Replacement term would be until January 31, 2028. Can be filled with a D, R or U (depending on the above appointments).
14. **VNA – Vacancy** – Replacement term would be until January 31, 2028. Can be filled with a D, R or U (depending on the above appointments).
15. **VNA – Vacancy** – Replacement term would be until January 31, 2028. Can be filled with a D, R or U (depending on the above appointments).
16. **VNA – Vacancy** – Replacement term would be until January 31, 2028. Can be filled with a D, R or U (depending on the above appointments).

NO ACTION TAKEN

J. TOWN MANAGER'S REPORT:

- The Town Budget Referendum will be held on Tuesday April 29th from 6:00 a.m. to 8:00 p.m. Absentee ballots are currently available in the Town Clerk's office.
- The Town Manager visited Bright Feeds, and the sound blankets are in place and the thermal oxidizer has been installed. The sound and odor issues appear to have been corrected by the installation of those items.

The next meeting with Bright Feeds will be held on Wednesday April 30th at 6:00 p.m.

K. SPECIAL COMMITTEE REPORTS:

Mayor Kaczynski stated that the Ordinance Committee met this evening. The topics reviewed will be discussed at the next Town Council meeting.

L. COUNCILORS' COMMUNICATION:

Councilor Pruzin asked Mayor Kaczynski to let all council members know about events that they could be attending such as the Little League Proclamation this weekend, the Budget Presentation coming up at the Senior Center, as well as the proclamation being presented to the Senior Center.

Mayor Kaczynski stated that he will make sure that the Town Manager's assistant lets everyone know and added that these may have just slipped through.

Town Manager Curley stated that his assistant had been out of the office and that may be why information was not sent. He added that information on the upcoming Budget Referendum would be briefly presented to the seniors at 1:00 p.m. on Thursday April 24th, and the Proclamation is a surprise for a resident's milestone and will be presented at 10:00 a.m. on Wednesday April 30th.

Councilor Pruzin added that he attended the Easter lunch at the Senior Center, and it was nice to be able to talk to residents there.

M. ACCEPTANCE OF MINUTES:

April 8, 2025

Councilor Paonessa moved to accept the Town Council Meeting minutes of April 8, 2025 as presented.

Seconded by Councilor Coppola.

Those voting in favor: Councilor Coppola, Councilor Paonessa, Councilor Pruzin, Mayor Kaczynski.

Abstain: Councilor Rosso

Vote being 4-0-1 (MOTION CARRIED)

N. EXECUTIVE SESSION:

- 1. Pending Litigations – C.G.S.S. Sec. 1-200 (6) (B) strategy and negotiations with respect to pending litigation (real property tax appeals): 1980 Berlin Tpke; 201 Christian Lane; 128 Old Brickyard; 178 New Britain Road; 365 New Britain Road; 166 Old Brickyard; 309 Main Street; 0 Summit; 780 Worthington; 178 New Britain Avenue; and 873 Farmington Avenue.**
- 2. Strategy and negotiations with respect to the New Britain Stadium Agreement.**

Councilor Paonessa moved to go into Executive Session; Pending Litigations – C.G.S.S. Sec. 1-200 (6) (B) strategy and negotiations with respect to pending litigation (real property tax appeals): 1980 Berlin Tpke; 201 Christian Lane; 128 Old Brickyard; 178 New Britain Road; 365 New Britain Road; 166 Old Brickyard; 309 Main Street; 0 Summit; 780 Worthington; 178 New Britain Avenue; and 873 Farmington Avenue and Strategy and negotiations with respect to the New Britain Stadium Agreement at 9:06 p.m. Invited in; Town Manager Curley, Corporation Counsel Donofrio, Tax Assessor Joe Ferraro, and Town Clerk Kate Wall.

Seconded by Councilor Coppola.

Those voting in favor: Councilor Coppola, Councilor Paonessa, Councilor Pruzin, Councilor Rosso, Mayor Kaczynski.

Vote being 5-0 (MOTION CARRIED)

Executive Session ended at 9:19 p.m.

14. Topic re: Approval of settlement of tax appeals:1980 Berlin Tpke; 201 Christian Lane; 128 Old Brickyard; 178 New Britain Rd; 365 New Britain Rd;166 Old Brickyard; 309 Main Street; 0 Summit; 780 Worthington; 178 New Britain Ave.; and 873 Farmington Ave. – Corporation Counsel

Councilor Paonessa moved to approve the settlement of tax appeals:1980 Berlin Tpke; 201 Christian Lane; 128 Old Brickyard; 178 New Britain Rd; 365 New Britain Rd;166 Old Brickyard; 309 Main Street; 0 Summit; 780 Worthington; 178 New Britain Ave.; and 873 Farmington Ave.

Seconded by Councilor Coppola.

Those voting in favor: Councilor Coppola, Councilor Paonessa, Councilor Pruzin, Councilor Rosso, Mayor Kaczynski.

Vote being 5-0 (MOTION CARRIED)

Councilor Paonessa moved to add the following to the agenda: Discussion and possible action on proposed amendment to the New Britain Stadium agreement.

Seconded by Councilor Coppola.

Those voting in favor: Councilor Coppola, Councilor Paonessa, Councilor Pruzin, Councilor Rosso, Mayor Kaczynski.

Vote being 5-0 (MOTION CARRIED)

15. Topic re: Discussion and possible action on proposed amendment to the New Britain Stadium agreement. – Corporation Counsel

Councilor Paonessa moved to approve the proposed amendment to the New Britain Stadium agreement.

Seconded by Councilor Coppola.

Those voting in favor: Councilor Coppola, Councilor Paonessa, Councilor Pruzin, Councilor Rosso, Mayor Kaczynski.

Vote being 5-0 (MOTION CARRIED)

O. ADJOURNMENT:

Councilor Paonessa moved to adjourn at 9:22 p.m.

Seconded by Councilor Coppola.

2025-04-22 Town Council Meeting Minutes

Those voting in favor: Councilor Coppola, Councilor Paonessa, Councilor Pruzin, Councilor Rosso, Mayor Kaczynski.

Vote being 5-0 (MOTION CARRIED)

Submitted by,

Kathryn J. Wall
Clerk of the Meeting