

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

Join Zoom Meeting

<https://berlinc-t-gov.zoom.us/j/85719694271?pwd=EFdnXJLoLH1kmgCZCyjW5Xv1kBzPAy.1>

Meeting ID: 857 1969 4271

Passcode: 921886

---

+1-305-224-1968 US

TOWN OF BERLIN  
TOWN COUNCIL MEETING  
Tuesday, June 3, 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      LGBTQ PRIDE MONTH

E. AUDIENCE OF CITIZENS

F. MAYOR'S UPDATE

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

H. CONSENT AGENDA:

1. Topic re: Authorize the Town Manager to approve the request of St. Paul Parish Corporation to waive the \$1,545. Building Permit Fee for the construction of the new classroom. - Building
2. Topic re: Transfer \$306,000, as detailed on the accompanying spreadsheet to be attached to the minutes, to cover year-end transfers in identified accounts, pending approval by the Board of Finance. - Finance
3. Topic re: Accept monetary donations totaling \$98.06 and deposit \$48.06 into the Unrestricted Donations account for the libraries greatest need and deposit \$50.00 into the Library Agency account for the acquisition of books in memory of Carol Welz' son and move to accept the donation of books with an approximate value of \$112.94 to be added to the appropriate department collections. – Berlin-Peck Memorial Library

## PUBLIC HEARING(S)

### **FIRST 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](http://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 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 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

## SECOND PUBLIC HEARING:

The public is invited to comment on the proposed creation of a disc golf course inside the trails of Pistol Creek.

### I. NEW BUSINESS:

1. Topic re: Discussion and possible action concerning the budget. – Town Clerk
2. Topic re: Authorize the Town Manager to sign the pay grid authorizing the payment amount of \$4,349.45 to each Registrar. This is a balance due to cover hours worked in calendar year 2024. - Registrars of Voters
3. Topic re: Approve a tax abatement for Kevin M. Budney Lifetime Trust for a 5,000 square foot expansion at 127 New Park Drive of 50% in year 1, 40% in year 2, and 30% in year 3 per the town's tax abatement policy. – Economic Development
4. Topic re: Approve the purchase of a new Leaf Collector from A-OK Turf Equipment using state contract #031121-ATE for an amount not to exceed \$75,732. - Timberlin Golf Course
5. Topic re: Approve the purchase of IT infrastructure equipment, VMware support, Microsoft licensing and professional services from Winslow Technology Group of Waltham, MA for an amount not to exceed \$245,000.00 using the state contracts listed above, this amount includes \$13,184.20 of contingency for this project. – IT
6. Topic re: Affirm prior support for 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. – Town Manager

### J. APPOINTMENTS:

1. **Central Connecticut Health District** – Lecia Paonessa's term will expire June 30, 2025. Reappointment or replacement term would be until June 30, 2028.
2. **Citation Hearing Officer** – Vacancy – Replacement term will be until January 31, 2027. Appointed by the Town Manager with confirmation by the Town Council.
3. **Conservation Commission – Vacancy** – Robert Ramsey has resigned. Replacement term would be until January 31, 2028. Can be filled with a D, R or U.
4. **Conservation Commission – Vacancy – Alternate** - Replacement term would be until January 31, 2026. Can be filled with a D or U.
5. **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).

6. **Housing Authority Commission – Vacancy** – Replacement term would be until March 31, 2030. Can be filled with a D or U.
7. **Inland Wetlands & Water Courses Commission – Vacancy** – Replacement term would be until January 31, 2028. Can be filled with a D, R or U.
8. **Inland Wetlands & Water Courses Commission – Vacancy** – Gary Pavano Resigned. Replacement term would be until January 31, 2028. Can be filled with a D, R or U (depending on the above appointment).
9. **Inland Wetlands & Water Courses Commission – Vacancy – Alternate** - Replacement term would be until January 31, 2026. Can be filled with a D or U.
10. **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.
11. **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.
12. **Veterans’ Commission – Vacancy** – Replacement term would be until January 31, 2026. Can be filled with a D, R or U.
13. **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).
14. **VNA –Vacancy** - Replacement term would be until January 31, 2027. Can be filled with a D, R or U.
15. **VNA –Vacancy** - Replacement term would be until January 31, 2027. Can be filled with a D, R or U.
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).
17. **VNA – Vacancy** – Replacement term would be until January 31, 2028. Can be filled with a D, R or U (depending on the above appointments).
18. **VNA – Vacancy** – Replacement term would be until January 31, 2028. Can be filled with a D, R or U (depending on the above appointments).
19. **VNA – Vacancy** – Replacement term would be until January 31, 2028. Can be filled with a D, R or U (depending on the above appointments).

K. TOWN MANAGER'S REPORT:

L. SPECIAL COMMITTEE REPORTS:

M. COUNCILORS' COMMUNICATION:

N. ACCEPTANCE OF MINUTES: May 20, 2025

O. EXECUTIVE SESSION

Pending Litigations – C.G.S.S. Sec. 1-200 (6) (B) strategy and negotiations with respect to pending claims or pending litigation - Eversource

P. ADJOURNMENT





**TOWN OF BERLIN**  
*Office of the Mayor*  
TOWN HALL • BERLIN, CT 06037

*Mayor*  
**Mark H. Kaczynski**

*Deputy Mayor*  
**Charles R. Paonessa**

**PROCLAMATION**

**WHEREAS,** The Town of Berlin recognizes that June is celebrated nationwide as LGBTQ Pride Month and that our great nation was founded on the principal of equal rights for all; and

**WHEREAS,** as a community, Berlin is inclusive and strives for diversity; and

**WHEREAS,** we welcome all people and believe everyone should be able to live without fear of prejudice, discrimination, violence, or hatred based on gender identity or sexual orientation.

**WHEREAS,** The Town of Berlin does hereby proclaim June 2025 as Pride Month to honor and celebrate our LGBTQ citizens. Let us as a community continue to build a culture of inclusiveness and acceptance for all.

**NOW, THEREFORE, BE IT RESOLVED,** that I, Mark H. Kaczynski, Mayor of the Town of Berlin, Connecticut do officially recognize June 2025 as

**LGBTQ Pride Month**

Dated this 3rd day of June 2025 in Berlin, Connecticut.

---

Mark H. Kaczynski, Mayor







# TOWN OF BERLIN

## Town Council

### PROCLAMATION

BE IT HEREBY KNOWN TO ALL THAT:

The Town of Berlin hereby recognizes the

### **The Worthington Meeting House On its 250<sup>th</sup> Anniversary**

Built in 1774, the Worthington Meeting House has served as a meeting place for Town meetings, community events, and religious gatherings since it was dedicated in 1775. When the Berlin Congregational Church built its own building down the road around 1850, the Meeting House became the Town Hall for the Worthington section of Town. In 1907, Worthington Town Hall merged with the Kensington Town Hall, occupying Brandegee Hall on the Ridge. This was the sole town hall for many years. The building next served as the Worthington School from 1907 to 1957, and then it became the home of the Board of Education until 1975. The Meeting House has been vacant for the last 50 years. During those years, major projects were completed to keep it structurally sound.

Current and former Berlin residents continue to support and advocate for the restoration of this iconic building because it is dear to their memories and central to Berlin's history. The structure is our oldest and most notable public building, the jewel of our National Register Historic District. In honor of generations of Berlin residents, we look to a future in which the Meeting House again serves the community as a Museum and Community Cultural Center for all to enjoy.

**NOW, THEREFORE, BE IT RESOLVED,** I, Mark H. Kaczynski, by virtue of the authority vested in me as Mayor of Berlin, Connecticut, do hereby observe and commemorate The Worthington Meeting House on its 250-year anniversary and celebrate all the historical events that took place there throughout the years.

Dated this 31<sup>st</sup> day of May, 2025 at Berlin, Connecticut.

---

Mark H. Kaczynski





TOWN OF BERLIN  
*Office of the Mayor*  
TOWN HALL • BERLIN, CT 06037

*Mayor*  
Mark H. Kaczynski

*Deputy Mayor*  
Charles R. Paonessa

## PROCLAMATION

### Berlin Senior Center Celebrating 40 Years

**Whereas**, Thursday, May 29, 2025 marks the 40th anniversary of the Berlin Senior Center's presence at **33 Colonial Drive**, a place that has grown into a vibrant hub for older adults, committed to the values of **Educate. Enrich. Empower.**; and

**Whereas**, over the past four decades, the Berlin Senior Center has witnessed remarkable growth—not only in **membership**, but in the **diversity and depth of its programs, activities, and outreach**—serving as a lifeline and a source of inspiration for countless individuals and families; and

**Whereas**, the Center has continually evolved to meet the changing needs of our community, offering lifelong learning opportunities, wellness programs, arts and cultural events, social services, and volunteer activities that **educate the mind, enrich the spirit, and empower the individual**; and

**Whereas**, the Berlin Senior Center's success has been made possible through the dedication of its staff, volunteers, community partners, and participants who have shaped its welcoming and inclusive environment—making it a model for senior engagement and support; and

**Whereas**, the strong and enduring relationship between the Center and the Town of Berlin reflects a shared commitment to honoring and uplifting our senior population, while fostering intergenerational connection and civic pride;

**Now, Therefore**, I, Mark Kaczynski, Mayor, of the Town of Berlin, do hereby proclaim **Thursday, May 29, 2025** as **Berlin Senior Center 40th Anniversary Day**.

Dated this 29th day of May 2025 at Berlin, Connecticut.

---

Mark H. Kaczynski, Mayor





# TOWN OF BERLIN

## Town Council

### PROCLAMATION

BE IT HEREBY KNOWN TO ALL THAT:

The Town of Berlin hereby recognizes

**Anthony deRito**

For his leadership and service in Boy Scouts of America

Anthony has been actively involved in scouting for over 20 years, serving the past 10 years as Scoutmaster within the Town of Berlin. Over time, Anthony has served as a positive role model, mentor, and father figure to many scouts, guiding them throughout their teenage years and helping to develop them into fine young men. With Anthony's mentorship, dozens of these young men, including his three sons, have gone on to become Eagle Scouts, contributing to numerous community projects completed throughout Berlin and the surrounding towns.

Anthony is also actively involved in Saint Paul Church, further serving the community. He leads a men's group at the church known as the Kingsmen where he focuses on the development of young men through faith and God. In addition to this, Anthony serves as a cook for the Sacred Heart Booth during the Berlin Fair and helps with several other parish functions throughout each year. Anthony has brought his faith back to his boy scout troop, helping many of his scouts to find a connection to God, and a place in our community.

In recognition of his commitment to his family, community and parish, the Berlin Town Council hereby salutes **Anthony deRito** for his years of dedication and service to the Town of Berlin.

Dated this 27th day of May, 2025.

---

Mark 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:** May 21, 2025

**SUBJECT:** Fee Waiver

**Summary of Agenda Item:**

St. Paul's Parish Corporation, represented by Donald Lombardo is requesting a Building Permit Fee Waiver of \$1,545 for a Building Permit for demolition of the Stage Area at St. Paul's School and reconstruction of a new Classroom in that area. St. Paul's Church is a non-profit located in Berlin at 485 Alling St. (School: 461 Alling St.). Note: Waived amount also includes Electrical and Heating and ventilation (HVAC) portions of project.

**Funding:** None

**Actions Needed:**


Move to authorize the Town Manager to approve the request of St. Paul Parish Corporation to waive the \$1,545. Building Permit Fee for the construction of the new classroom.

**Attachments:**

Request for Fee Waiver Form  
Copy of Building Permit Application

**Prepared By:**

John Mascia  
Acting Building Official







Permit #:

Date: 05/02/2025

App #: CBA-2025-0048

## Town of Berlin Building Permit Application

### Permit Application Type: Interior Remodel Com

Address where work is being done:  
485 ALLING ST

Description of work being done:  
#461 ST PAUL SCHOOL - DEMO STAGE AREA & RECONSTRUCT  
NEW CLASSROOM PER PLANS.

Account #: 1101630

Owner: ST PAUL PARISH CORPORATION

Estimated Cost of Construction \$ **100,000.00**

Fee Type	Amount	Paid Date
Building Permit Fee	\$1,545.00	

Contact Type	First Name	LastName	Phone #	Address	City	State	Zip
	ST PAUL PARISH CORPORATION		860-828-0331	485 ALLING ST	KENSINGTON	CT	06037
Contractor	DND BUILDING COMPANY	LLC		9 Lewis St	HARTFORD	CT	06103
Applicant	DONALD	LOMBARDO	860-209-0881				

Applicant Signature: \_\_\_\_\_

Building Official Signature: \_\_\_\_\_

Internal Routing: **(Mandatory in Bold)**

	Initial/Date for Approval	Notes:
Building Department		
Tax Department	asaeed@berlinct.gov	
Fire Marshall	swaznia@town.berlin.ct.us	

File Scanned on \_\_\_\_\_ by \_\_\_\_\_



## TOWN OF BERLIN

### Request for Fee Waiver

<b>Requesting Organization:</b> St. Paul Church	<b>Date:</b>
<b>Contact Name:</b> Pat Hyjek/Don Lombardo	5-2-25
<b>Phone Number:</b> 860-356-6462 / 860-209-0881	
<b>Event:</b> School Pre-K Reno	<b>Date of Event:</b>
<b>Location of the Event:</b> 461 Alling St.	
<b>What fee do you want waived:</b>	
Permit CT Tax Exempt # \$100,000. permit value \$1,545. Fee 6543391-000	
<b>Identify the hardship incurred:</b>	
Non profit	
<b>Identify how your organization benefits the Town of Berlin as outlined in the below criteria. Please be specific:</b>	
Spiritual, goodness for the Community	

#### Town Manager review:

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

Yes



No



If so, which criteria:

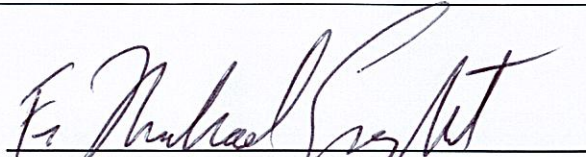
- ☐ Raises funds to supplement Town budgeted services.
- ☐ Raises funds for programs normally funded by the Town.
- ☒ Raises funds for Non-Profit groups, which have contributed substantially to the community.
- ☐ Nationally or State affiliated program which provide programs for local youth.
- ☐ Raises 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: St. Paul Church

Comments:

  
Signature

5-8-2025  
Date

  
Town Manager Signature

5/19/25  
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.



Consent  
Agenda Item No. 2  
**Request for Town Council Action**

**TO:** The Honorable Mayor and Town Council

**FROM:** Ryan Curley, Town Manager RC

**DATE:** May 27, 2025

**SUBJECT:** Budget Transfers

**SUMMARY OF AGENDA ITEM:**

Over the course of each fiscal year, funds within the adopted General Fund budget are transferred between accounts for needs that have changed or opportunities that have arisen since the budget was adopted. No new money is being appropriated with this request. These items are summarized on the Budget Adjustments spreadsheet submitted with this action item.

**FUNDING:**

N/A – transfers between account – no new funding required

**ACTION NEEDED:**

Move to transfer \$306,000, as detailed on the accompanying spreadsheet to be attached to the minutes, to cover year-end transfers in identified accounts, pending approval by the Board of Finance.

**ATTACHMENTS:**

Budget Adjustments spreadsheet  
Budget Change forms

**PREPARED BY:**

Kevin Delaney, Finance Director KD



# **Budget Adjustments** **June 3, 2025**


<u>Department</u>	<u>GL Account #</u>		<u>From</u>	<u>To</u>	<u>Explanation</u>
Townwide	001.05.0507.0.52110.00000	Unemployment compensation		\$15,000.00	Due to the reorganization in the VNA and DOL approval of nurses receiving unemployment during school breaks and holidays, actual charges exceeded the adopted budget amount. Money is available to the debt service account because of favorable rates from the 2024 GO bond issue and savings from the 2024 Refunding bond issue.
	001.40.4065.0.59500.02055	Issue of 2024	\$15,000.00		
Public Works	001.20.2036.0.51445.00000	Storm related overtime		\$31,000.00	Due to the number and timing (Sundays and holidays) of storms during the FY25 winter months, storm overtime exceeded the adopted FY25 budget. Money is available to the debt service account because of favorable rates from the 2024 GO bond issue and savings from the 2024 Refunding bond issue.
	001.40.4063.0.59500.02035	Issue of 2014	\$31,000.00		
Schools	001.35.3561.0.53102.00000	Electricity		\$120,000.00	Due to a higher renewal energy rate and billing surcharges applied to all Eversource customers, the school electricity costs were higher than the adopted budget. Money is available to the debt service account because of favorable rates from the 2024 GO bond issue and savings from the 2024 Refunding bond issue.
	001.40.4063.0.59500.02035	Issue of 2014	\$30,000.00		
	001.40.4065.0.59500.02055	Issue of 2024	\$25,000.00		
	001.40.4066.0.59500.02055	Issue of 2024	\$65,000.00		
		<b>GENERAL FUND TOTAL</b>	<u>\$166,000.00</u>	<u>\$166,000.00</u>	
Sewer	844.55.5582.0.56602.00000	Mattabassett District		\$140,000.00	Due to higher than budgeted charges from Mattabassett and other entities, the Mattabassett District account exceeded the adopted budget. Funds are available in the I&I capital budget line to cover the higher than budgeted costs.
	844.55.5588.0.58028.00000	Inflow & Infiltration	\$140,000.00		
		<b>WATER CONTROL TOTAL</b>	<u>\$140,000.00</u>	<u>\$140,000.00</u>	
		<b>CAPITAL PROJECTS TOTAL</b>	<u>\$0.00</u>	<u>\$0.00</u>	
		<b>GRAND TOTAL</b>	<u>\$306,000.00</u>	<u>\$306,000.00</u>	





**TOWN OF BERLIN**  
BUDGET CHANGE FORM

**Section 1:** To be completed by Department:

Department:	<b>Townwide</b>	Fiscal Year:	<b>FY2025</b>	Date:	<b>5/13/25</b>
To Acct #:	Description:	Amount:	Requested by:		
001.05.0507.0.52110.00000	Unemployment compensation	\$15,000.00	K. Delaney		
Are there funds from another account which can be requested: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Partially <input type="checkbox"/> Don't Know <input type="checkbox"/>					
From Acct #:	Description:	Amount:	Approved by:		
001.40.4065.0.59500.02055	Issue of 2024	\$15,000.00			

Contingency Balance (If applicable):

Explanation of request, include reason why funds are available for transfer if applicable (use additional pages if necessary):

Due to the reorganization in the VNA and DOL approval of nurses receiving unemployment during school breaks and holidays, actual charges exceeded the adopted budget amount. Money is available to the debt service account because of favorable rates from the 2024 GO bond issue and savings from the 2024 Refunding bond issue.

**Section 2:** To be completed by Town Manager:

Request approved <input checked="" type="checkbox"/>	Disapproved <input type="checkbox"/>	Partially Approved <input type="checkbox"/>	Date: <b>5/10/25</b>
Comments:			

**Section 3a:** Town Council action:

Request approved <input type="checkbox"/>	Disapproved <input type="checkbox"/>	Partially Approved <input type="checkbox"/>	Referred to Town Mtg. <input type="checkbox"/>	N/A <input type="checkbox"/>
Comments:				

**Section 3b:** Board of Finance action:

Request approved <input type="checkbox"/>	Disapproved <input type="checkbox"/>	Partially Approved <input type="checkbox"/>	Referred to Town Mtg. <input type="checkbox"/>	N/A <input type="checkbox"/>
Comments:				

**Section 4:** To be completed by Finance Department:

Budget Change # :	JE#	Approved by Town Meeting	Date approved:
-------------------	-----	--------------------------	----------------





**TOWN OF BERLIN**  
BUDGET CHANGE FORM

**Section 1:** To be completed by Department:

Department:	<b>Public Works</b>	Fiscal Year:	<b>FY2025</b>	Date:	<b>5/13/25</b>
To Acct #:	Description:	Amount:	Requested by:		
<b>20 2036 51445</b> 001.05.0507.0.52110.00000	<b>Storm Related Overtime</b>	<b>\$31,000.00</b>	<b>M. Ahern</b>		
Are there funds from another account which can be requested: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Partially <input type="checkbox"/> Don't Know <input type="checkbox"/>					
From Acct #:	Description:	Amount:	Approved by:		
<b>001.40.4063.0.59500.02035</b>	<b>Issue of 2014</b>	<b>\$31,000.00</b>	<b>KD</b>		

Contingency Balance (If applicable):

Explanation of request, include reason why funds are available for transfer if applicable (use additional pages if necessary):

Due to the number and timing (Sundays and holidays) of storms during the FY25 winter months, storm overtime exceeded the adopted FY25 budget. Money is available to the debt service account because of favorable rates from the 2024 GO bond issue and savings from the 2024 Refunding bond issue.

**Section 2:** To be completed by Town Manager:

Request approved <input checked="" type="checkbox"/>	Disapproved <input type="checkbox"/>	Partially Approved <input type="checkbox"/>	Date: <b>5/12/25</b>
Comments:			

**Section 3a:** Town Council action:

Request approved <input type="checkbox"/>	Disapproved <input type="checkbox"/>	Partially Approved <input type="checkbox"/>	Referred to Town Mtg. <input type="checkbox"/>	N/A <input type="checkbox"/>
Comments:				

**Section 3b:** Board of Finance action:

Request approved <input type="checkbox"/>	Disapproved <input type="checkbox"/>	Partially Approved <input type="checkbox"/>	Referred to Town Mtg. <input type="checkbox"/>	N/A <input type="checkbox"/>
Comments:				

**Section 4:** To be completed by Finance Department:

Budget Change # :	JE#	Approved by Town Meeting	Date approved:
-------------------	-----	--------------------------	----------------



**TOWN OF BERLIN**  
BUDGET CHANGE FORM

**Section 1:** To be completed by Department:

Department:	<b>Schools</b>	Fiscal Year:	<b>FY2025</b>	Date:	<b>5/13/25</b>
To Acct #:	Description:	Amount:	Requested by:		
001.35.3561.0.53102.00000	Electricity	\$120,000.00	D. Solek		
Are there funds from another account which can be requested: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Partially <input type="checkbox"/> Don't Know <input type="checkbox"/>					
From Acct #:	Description:	Amount:	Approved by:		
001.40.4063.0.59500.02035	Issue of 2014	\$30,000.00			
001.40.4065.0.59500.02055	Issue of 2024	\$25,000.00			
001.40.4066.0.59500.02055	Issue of 2024	\$65,000.00	R7		

Contingency Balance (If applicable):

Explanation of request, include reason why funds are available for transfer if applicable (use additional pages if necessary):

Due to a higher renewal energy rate and billing surcharges applied to all Eversource customers, the school electricity costs were higher than the adopted budget. Money is available to the debt service account because of favorable rates from the 2024 GO bond issue and savings from the 2024 Refunding bond issue.

**Section 2:** To be completed by Town Manager:

Request approved <input checked="" type="checkbox"/>	Disapproved <input type="checkbox"/>	Partially Approved <input type="checkbox"/>	Date: 5/12/25
Comments:			

**Section 3a:** Town Council action:

Request approved <input type="checkbox"/>	Disapproved <input type="checkbox"/>	Partially Approved <input type="checkbox"/>	Referred to Town Mtg. <input type="checkbox"/>	N/A <input type="checkbox"/>
Comments:				

**Section 3b:** Board of Finance action:

Request approved <input type="checkbox"/>	Disapproved <input type="checkbox"/>	Partially Approved <input type="checkbox"/>	Referred to Town Mtg. <input type="checkbox"/>	N/A <input type="checkbox"/>
Comments:				

**Section 4:** To be completed by Finance Department:


Budget Change # :	JE#	Approved by Town Meeting	Date approved:
-------------------	-----	--------------------------	----------------



# TOWN OF BERLIN

## BUDGET CHANGE FORM

**Section 1: To be completed by Department:**

Department:	<b>Water Control</b>	Fiscal Year:	<b>FY2025</b>	Date:	<b>5/13/25</b>
To Acct #:	Description:	Amount:	Requested by:		
<b>844.55.5582.0.56602.00000</b>	<b>Mattabassett District</b>	<b>\$140,000.00</b>	<b>R. Jarema</b>		
Are there funds from another account which can be requested: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Partially <input type="checkbox"/> Don't Know <input type="checkbox"/>					
From Acct #:	Description:	Amount:	Approved by:		
<b>844.55.5588.0.58028.00000</b>	<b>Inflow &amp; Infiltration</b>	<b>\$140,000.00</b>			

Contingency Balance (If applicable):

Explanation of request, include reason why funds are available for transfer if applicable (use additional pages if necessary):

Due to higher than budgeted charges from Mattabassett and other entities, the Mattabassett District account exceeded the adopted budget. Funds are available in the I&I capital budget line to cover the higher than budgeted costs.

**Section 2: To be completed by Town Manager:**

Request approved <input checked="" type="checkbox"/>	Disapproved <input type="checkbox"/>	Partially Approved <input type="checkbox"/>	Date: <b>5/12/25</b>
Comments:			

**Section 3a: Town Council action:**

Request approved <input type="checkbox"/>	Disapproved <input type="checkbox"/>	Partially Approved <input type="checkbox"/>	Referred to Town Mtg. <input type="checkbox"/>	N/A <input type="checkbox"/>
Comments:				

**Section 3b: Board of Finance action:**

Request approved <input type="checkbox"/>	Disapproved <input type="checkbox"/>	Partially Approved <input type="checkbox"/>	Referred to Town Mtg. <input type="checkbox"/>	N/A <input type="checkbox"/>
Comments:				

**Section 4: To be completed by Finance Department:**

Budget Change # :	JE#	Approved by Town Meeting	Date approved:
-------------------	-----	--------------------------	----------------



Consent  
Agenda Item No. 3  
Request for Town Council Action

**TO:** The Honorable Mayor and Town Council

**FROM:** Ryan Curley, Town Manager RC

**DATE:** May 23, 2025

**SUBJECT:** Accept Library Donations

**Summary of Agenda Item:**

Accept donations to the Berlin-Peck Memorial Library

Category	Amount	Description	Purpose	Donor
Cash				
	48.06	Unrestricted Donations	libraries greatest need in memory of Audrey Bertagna	Paul Schneider
	50.00	Library Agency Acct.	acquisition of books in memory of Carol Welz' son	The Library Board
	98.06			
Equip/Merch				
	112.94	Books	to be added to the appropriate department collection	various patrons
	112.94			

**Funding:**

No funding needed

**Action Needed:**

Move to accept monetary donations totaling \$98.06 and deposit \$48.06 into the Unrestricted Donations account for the libraries greatest need and deposit \$50.00 into the Library Agency account for the acquisition of books in memory of Carol Welz' son and move to accept the donation of books with an approximate value of \$112.94 to be added to the appropriate department collections.

**Attachments:**

n/a

**Prepared By:**

Carrie Tyszka, Library Director CT



## **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](http://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

---





**NOTICE OF PUBLIC HEARING  
THE TOWN OF BERLIN  
JUNE 3, 2025**

The Town Council of the Town of Berlin will meet at Berlin Town Hall, Council Chambers, 240 Kensington Road, Berlin, CT on Tuesday, June 3, 2025 at 7:00 p.m. for the purpose of holding an informational public hearing.

The public is invited to comment on the proposed creation of a disc golf course inside the trails of Pistol Creek.

Dated at Berlin, Connecticut this 22nd day of May 2025.

Kathryn J. Wall  
Town Clerk

Publication Date:  
May 29, 2025  
New Britain Herald



**TO:** The Honorable Mayor and Town Council  
**FROM:** Ryan Curley, Town Manager *RC*  
**DATE:** May 28, 2025  
**SUBJECT:** 2025/2026 Town Budget and Board of Education Budgets

**Summary of Agenda Item:**

The Budget Referendum was held on May 27, 2025.

The results are:

Number of Eligible Voters:	16,076
Number of Property Owner/Taxpayers (who voted)	0
Number of Votes Cast:	622
Percentage that Voted:	3.87% (not including taxpayers)

The following questions were presented:

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

Results:	Yes	292	No	<b>320</b>
----------	-----	-----	----	------------

Advisory Question 1 “If you voted no on the general government budget, is the budget...”

Too High	<b>247</b>	Too Low	90
----------	------------	---------	----

“Shall the proposed Board of Education budget for the 2025/2026 fiscal year be adopted?”

Results	Yes	227	No	<b>390</b>
---------	-----	-----	----	------------

Advisory Question 2 “If you voted no on the Board of Education Budget, is the budget...”

Too High	<b>209</b>	Too Low	202
----------	------------	---------	-----


The Board of Finance held their meeting to discuss the result of the referendum on Wednesday, May 28th. 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:**

Pass Referendums

**Prepared By:** Kate Wall, Town Clerk 

## ***TOWN REFERENDUMS***

### **BUDGET REFERENDUM 2002**

Tuesday, May 14, 2002

Number of Eligible Voters:	11,598
Number of Property Owner/Taxpayers:	25
Number of Votes Cast:	3,857
Percentage that Voted:	33.2%

Results:	Yes:	<b>2,281</b>
	No:	1,576

### **BUDGET REFERENDUM 2003 – Charter changed in 2002 for scheduled Budget Referendums**

Tuesday, April 23, 2003

Number of Eligible Voters:	11,722
Number of Property Owner/Taxpayers:	55
Number of Votes Cast:	5,019
Percentage that Voted:	42.8%

Results:	Yes:	2,489
	No:	<b>2,521</b>

### **BUDGET REFERENDUM - 2004**

Tuesday, April 27, 2004

Number of Eligible Voters:	11,820
Number of Property Owner/Taxpayers:	24
Number of Votes Cast:	3,817
Percentage that Voted:	32.2%

Results:	Yes:	<b>1,928</b>
	No:	1,889

Find – Document: Referendum Folder – Town Referendums

## **SENIOR CENTER BOND ORDINANCE**

Wednesday, December 1, 2004 (one polling place) – American Legion

Number of Eligible Voters:	12,700
Number of Votes Cast:	862
Percentage that voted:	7%

Results	Yes:	292
	No:	570

## **BUDGET REFERENDUM - 2005**

Tuesday, April 26, 2005

Number of Eligible Voters:	12,589
Number of Property Owner/Taxpayers:	10
Number of Votes Cast:	2,377
Percentage that Voted:	18%

Results:	Yes:	1,418
	No:	959

## **IMPROVEMENTS TIMBERLIN GOLF COURSE**

Wednesday, June 22, 2005 (One polling place) – American Legion

Number of Eligible Voters:	12,496
Number of Votes Cast:	1,464
Percentage that voted:	12%

Results	Yes:	1,116
	No:	328

## **BUDGET REFERENDUM - 2006**

Tuesday, April 25, 2006

Number of Eligible Voters:	12,357
Number of Property Owner/Taxpayers:	11
Number of Votes Cast:	3,233
Percentage that Voted:	26%

Results:	Yes:	1,012
	No:	<b>2,221</b>

## **BUDGET REFERENDUM – 2007 & TECHNOLOGY ORDINANCE - TOWN & BOARD OF EDUCATION**

Tuesday, April 24, 2007

Number of Eligible Voters:	12,433
Number of Property Owner/Taxpayers:	5
Number of Votes Cast:	2,101
Percentage that Voted:	16%

### **BUDGET**

Results:	Yes:	<b>1,159</b>
	No:	891

### **TECHNOLOGY**

Results:	Yes:	915
	No:	1,078

## **TOWN CAPITAL IMPROVEMENT PROGRAM**

Tuesday, December 11, 2007

Number of Eligible Voters:	12,432
Number of Votes Cast:	1264
Percentage that Voted:	10%

Results:	Yes:	484
	No:	790

## **BUDGET REFERENDUM - 2008**

Tuesday, April 29, 2008

Number of Eligible Voters:	12,496
Number of Property Owner/Taxpayers:	10
Number of Votes Cast:	1,971
Percentage that Voted:	15.7%

Results:	Yes:	581
	No:	<b>1,400</b>

## **BUDGET REFERENDUM - 2009**

Tuesday, April 28, 2009

Number of Eligible Voters:	13,232
Number of Property Owner/Taxpayers:	0
Number of Votes Cast:	848
Percentage that Voted:	6.4%

Results:	Yes:	<b>496</b>
	No:	352

## **INITIATIVE – AMENDING GARBAGE ORDINANCE**

Tuesday, June 23, 2009 (One Polling Place) – American Legion

Number of Eligible Voters:	13,157
Number of Votes Cast:	3,681
Percentage that Voted:	27.98%

Results:	Yes:	1,964
	No:	1,716

- One absentee ballot was rejected – person completed both circles
- One regular ballot was rejected – person did not complete a circle

## **BUDGET REFERENDUM - 2010**

Tuesday, April 27, 2010

Number of Eligible Voters:	13,056
Number of Property Owner/Taxpayers:	4
Number of Votes Cast:	878
Percentage that Voted:	6.7%

Results:	Yes:	<b>566</b>
	No:	312



## **HIGH SCHOOL RENOVATION – BOND – 2010**

Tuesday, June 8, 2010

Number of Eligible Voters:	13,095
Number of Votes Cast:	5,829
Percentage that Voted:	44.5%

Results:	Yes:	2848
	No:	<b>2981</b>

**Referendum – Defeated by 133 votes**

**HIGH SCHOOL RENOVATION – BOND – 2011      \$69,950,000**

Tuesday, March 15, 2011

Number of Eligible Voters	13,243
Number of Votes Cast	6270
Percentage that voted	47.3%

Results:	Yes	<b>3,942</b>
	No	2,327

## **BUDGET REFERENDUM – 2011**

Tuesday, April 26, 2011

Number of Eligible Voters	13,204
Number of Property Owners/Taxpayers	3
Number of Votes Cast	940
Percentage that voted	7.1%

Results:	Yes	<b>518</b>
	No	422

## **BUDGET REFERENDUM - 2012**

Tuesday, April 24, 2012

Number of Eligible Voters:	13,066
Number of Property Owner/Taxpayers:	0
Number of Votes Cast:	886
Percentage that Voted:	6.7%

Results:	Yes:	429
	No:	<b>457</b>

## **BUDGET REFERENDUM - 2013**

Tuesday, April 30, 2013

Number of Eligible Voters:	13,367
Number of Property Owner/Taxpayers:	0
Number of Votes Cast:	1173
Percentage that Voted:	8.97%

Results:	Yes:	358
	No:	<b>815</b>

## **BUDGET REFERENDUM - 2014**

Tuesday, April 29, 2014

Number of Eligible Voters:	12,788
Number of Property Owner/Taxpayers:	15
Number of Votes Cast:	1522
Percentage that Voted:	11.9%*

Results:	Yes:	720
	No:	<b>817</b>

\*Homeowners are not counted in for the percentages.

## **BUDGET REFERENDUM - 2015**

Tuesday, April 28, 2015

Number of Eligible Voters:	12,752
Number of Property Owner/Taxpayers:	2
Number of Votes Cast:	1519
Percentage that Voted:	11.9%*

Results:	Yes:	602
	No:	<b>912</b>

Advisory Question #2

"Is the Budget recommended by the Town Council for the 2015-2016 Fiscal Year Too High or Too Low?"

Results:	Too High	920
	Too Low	355

\*Homeowners are not counted in for the percentages.

## **BUDGET REFERENDUM – 2016\*\***

Tuesday, April 26, 2016

Number of Eligible Voters:	13,059
Number of Property Owner/Taxpayers:	2
Number of Votes Cast:	3,952
Percentage that Voted:	30.3%*

Results:	Yes:	<b>2238</b>
	No:	1705

\*Homeowners are not counted in for the percentages.

\*\*Same day as the Republican and Democratic Presidential Preference Primaries

## **BUDGET REFERENDUM – 2017**

Tuesday, April 25, 2017

Number of Eligible Voters:	14,040
Number of Property Owner/Taxpayers:	1
Number of Votes Cast:	1,109
Percentage that Voted:	7.8

**“Shall the Budget recommended by the Tow Council for the 2017-2018 Fiscal Year be adopted?”**

Results:	Yes:	329
	No:	<b>780</b>

### **NON-BINDING ADVISORY QUESTIONS:**

Question #2 “If you voted no on the budget, is the Board of Education... Too High Too Low

Too High	366	Too Low	<b>429</b>
----------	-----	---------	------------

Question #3 “If you voted no on the budget, is the Town (or general government) budget... Too High Too Low

Too High	<b>443</b>	Too Low	264
----------	------------	---------	-----

\*Homeowners are not counted in for the percentages.

## BUDGET REFERENDUM – 2018

Tuesday, April 24, 2018

Number of Eligible Voters:	13,776
Number of Property Owner/Taxpayers:	3
Number of Votes Cast:	2,336
Percentage that Voted:	16.9

Question #1 “Shall the proposed general government budget for the 2018-2019 fiscal year be adopted?”

Results:	Yes:	704
	No:	<b>1625</b>

Advisory Question 1

“If you voted no on the budget, is the general government) budget...”

Too High	<b>1601</b>	Too Low	72
----------	-------------	---------	----

Question #2 “Shall the proposed Board of Education budget for the 2018-2019 fiscal year be adopted?”

Results:	Yes:	847
	No:	<b>1466</b>

Advisory Question 2

“If you voted no on the budget on the Board of Education, is the budget...”

Too High	<b>1390</b>	Too Low	150
----------	-------------	---------	-----

\*Homeowners are not counted in for the percentages.

## **BUDGET REFERENDUM – 2018 – 2<sup>nd</sup> Referendum**

Tuesday, May 22, 2018

Number of Eligible Voters:	13,791
Number of Property Owner/Taxpayers:	2
Number of Votes Cast:	1744
Percentage that Voted:	12.6%

Question #1 “Shall the proposed general government budget for the 2018-2019 fiscal year be adopted?”

Results:	Yes:	633
	No:	<b>1110</b>

Advisory Question 1

“If you voted no on the budget, is the general government) budget...”

Too High	<b>1061</b>	Too Low	102
----------	-------------	---------	-----

Question #2 “Shall the proposed Board of Education budget for the 2018-2019 fiscal year be adopted?”

Results:	Yes:	633
	No:	<b>1097</b>

Advisory Question 2

“If you voted no on the budget on the Board of Education, is the budget...”

Too High	<b>1018</b>	Too Low	<b>138</b>
----------	-------------	---------	------------

\*Homeowners are not counted in for the percentages.

## BUDGET REFERENDUM – 2019

Tuesday, April 30, 2019

Number of Eligible Voters:	14,273
Number of Property Owner/Taxpayers:	0
Number of Votes Cast:	2537
Percentage that Voted:	17.77

Question #1 “Shall the proposed general government budget for the 2019-2020 fiscal year be adopted?”

Results:	Yes:	359
	No:	<b>2144</b>

Advisory Question 1

“If you voted no on the budget, is the general government budget...”

Too High	<b>1335</b>	Too Low	806
----------	-------------	---------	-----

Question #2 “Shall the proposed Board of Education budget for the 2019-2020 fiscal year be adopted?”

Results:	Yes:	254
	No	<b>2257</b>

Advisory Question 2

“If you voted no on the budget on the Board of Education, is the budget...”

Too High	11330	Too Low	<b>1146</b>
----------	-------	---------	-------------

\*Homeowners are not counted in for the percentages.

## **BUDGET REFERENDUM – 2019 – 2<sup>nd</sup> Referendum**

Tuesday, May 28, 2019

Number of Eligible Voters:	14,134
Number of Property Owner/Taxpayers:	0
Number of Votes Cast:	1502
Percentage that Voted:	10.62%

Question #1 “Shall the proposed general government budget for the 2019-2020 fiscal year be adopted?”

Results:	Yes:	<b>829</b>
	No:	640

Advisory Question 1

“If you voted no on the budget, is the general government) budget...”

Too High	<b>580</b>	Too Low	150
----------	------------	---------	-----

Question #2 “Shall the proposed Board of Education budget for the 2019-2020 fiscal year be adopted?”

Results:	Yes:	<b>840</b>
	No:	644

Advisory Question 2

“If you voted no on the budget on the Board of Education, is the budget...”

Too High	582	Too Low	172
----------	-----	---------	-----

\*Homeowners are not counted in for the percentages.

## **BUDGET REFERENDUM – 2020 CANCELLED**

Due to the COVID-19 pandemic Governor Lamont issued Executive Order 7I Suspending in-person budget adoption requirements for municipalities.



## **BUDGET REFERENDUM – 2021**

Tuesday, April 27, 2021

Number of Eligible Voters:	15,233
Number of Property Owner/Taxpayers:	1
Number of Votes Cast:	397
Percentage that Voted:	2.61%

Question #1 “Shall the proposed general government budget for the 2021-2022 fiscal year be adopted?”

Results:	Yes:	<b>301</b>
	No:	95

Advisory Question 1

“If you voted no on the budget, is the general government budget...”

Too High	<b>87</b>	Too Low	20
----------	-----------	---------	----

Question #2 “Shall the proposed Board of Education budget for the 2021-2022 fiscal year be adopted?”

Results:	Yes:	<b>268</b>
	No:	120

Advisory Question 2

“If you voted no on the budget on the Board of Education, is the budget...”

Too High	<b>115</b>	Too Low	26
----------	------------	---------	----

\*Homeowners are not counted in for the percentages.

## **BUDGET REFERENDUM – 2022**

Tuesday, April 26, 2022

Number of Eligible Voters:	15,269
Number of Property Owner/Taxpayers:	1
Number of Votes Cast:	560
Percentage that Voted:	3.67%

Question #1 “Shall the proposed general government budget for the 2022-2023 fiscal year be adopted?”

Results:	Yes:	<b>294</b>
	No:	265

Advisory Question 1

“If you voted no on the budget, is the general government budget...”

Too High	<b>265</b>	Too Low	19
----------	------------	---------	----

Question #2 “Shall the proposed Board of Education budget for the 2022-2023 fiscal year be adopted?”

Results:	Yes:	<b>293</b>
	No:	252

Advisory Question 2

“If you voted no on the budget on the Board of Education, is the budget...”

Too High	<b>253</b>	Too Low	25
----------	------------	---------	----

\*Homeowners are not counted in for the percentages.

## BUDGET REFERENDUM - 2023

Tuesday, April 25, 2023.

The results are:

Number of Eligible Voters:	15,376
Number of Property Owner/Taxpayers (who voted)	1
Number of Votes Cast:	1,545
Percentage that Voted:	10.05% (not including taxpayers)

The following questions were presented:

“Shall the proposed general government budget for 2023/2024 fiscal year be adopted?”

Results:	Yes	361
	No	<b>1158</b>

Advisory Question 1 “If you voted no on the general government budget, is the budget...”

Too High	<b>601</b>	Too Low	586
----------	------------	---------	-----

“Shall the proposed Board of Education budget for the 2023//2024 fiscal year be adopted?”

Results	Yes	236
	No	<b>1287</b>

Advisory Question 2 “If you voted no on the Board of Education Budget, is the budget...”

Too High	502	Too Low	<b>816</b>
----------	-----	---------	------------

\*Homeowners are not counted in for the percentages.

## 2<sup>nd</sup> BUDGET REFERENDUM - 2023

Tuesday, May 23, 2023.

The results are:

Number of Eligible Voters:	15,377
Number of Property Owner/Taxpayers (who voted)	1
Number of Votes Cast:	1,117
Percentage that Voted:	7.26% (not including taxpayers)

The following questions were presented:

“Shall the proposed general government budget for 2023/2024 fiscal year be adopted?”

Results:	Yes	383	No	<b>721</b>
----------	-----	-----	----	------------

Advisory Question 1 “If you voted no on the general government budget, is the budget...”

Too High	<b>408</b>	Too Low	339
----------	------------	---------	-----

“Shall the proposed Board of Education budget for the 2023/2024 fiscal year be adopted?”

Results	Yes	262	No	<b>846</b>
---------	-----	-----	----	------------

Advisory Question 2 “If you voted no on the Board of Education Budget, is the budget...”

Too High	352	Too Low	<b>519</b>
----------	-----	---------	------------

\*Homeowners are not counted in for the percentages.

## BUDGET REFERENDUM – 2024

Tuesday, April 30, 2024.

The results are:

Number of Eligible Voters:	15,657
Number of Property Owner/Taxpayers (who voted)	1
Number of Votes Cast:	1,528
Percentage that Voted:	9.76% (not including taxpayers)

The following questions were presented:

“Shall the proposed general government budget for 2024/2025 fiscal year be adopted?”

Results:	Yes	420
	No	<b>1070</b>

Advisory Question 1 “If you voted no on the general government budget, is the budget...”

Too High	<b>654</b>	Too Low	450
----------	------------	---------	-----

“Shall the proposed Board of Education budget for the 2019/2020 fiscal year be adopted?”

Results	Yes	332
	No	<b>1182</b>

Advisory Question 2 “If you voted no on the Board of Education Budget, is the budget...”

Too High	550	Too Low	<b>661</b>
----------	-----	---------	------------

\*Homeowners are not counted in for the percentages.

**2<sup>nd</sup> BUDGET REFERENDUM - 2024**

Tuesday, May 28, 2024.

The results are:

Number of Eligible Voters:	15,689
Number of Property Owner/Taxpayers (who voted)	1
Number of Votes Cast:	754
Percentage that Voted:	4.81% (not including taxpayers)

The following questions were presented:

“Shall the proposed general government budget for 2024/2025 fiscal year be adopted?”

Results:	Yes	239	No	<b>499</b>
----------	-----	-----	----	------------

Advisory Question 1 “If you voted no on the general government budget, is the budget...”

Too High	<b>326</b>	Too Low	197
----------	------------	---------	-----

“Shall the proposed Board of Education budget for the 2024/2025 fiscal year be adopted?”

Results	Yes	151	No	<b>595</b>
---------	-----	-----	----	------------

Advisory Question 2 “If you voted no on the Board of Education Budget, is the budget...”

Too High	276	Too Low	<b>332</b>
----------	-----	---------	------------

\*Homeowners are not counted in for the percentages.

## BUDGET REFERENDUM - 2025

Tuesday, 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	<b>359</b>	No	347
----------	-----	------------	----	-----

Advisory Question 1 “If you voted no on the general government budget, is the budget...”

Too High	<b>302</b>	Too Low	61
----------	------------	---------	----

“Shall the proposed Board of Education budget for the 2025/2026 fiscal year be adopted?”

Results	Yes	337	No	<b>368</b>
---------	-----	-----	----	------------

Advisory Question 2 “If you voted no on the Board of Education Budget, is the budget...”

Too High	<b>286</b>	Too Low	102
----------	------------	---------	-----

\*Homeowners are not counted in for the percentages.

## **2<sup>nd</sup> BUDGET REFERENDUM - 2025**

Tuesday, May 27, 2025.

The results are:

Number of Eligible Voters:	16,076
Number of Property Owner/Taxpayers (who voted)	0
Number of Votes Cast:	622
Percentage that Voted:	3.87% (not including taxpayers)

The following questions were presented:

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

Results:	Yes	292	No	<b>320</b>
----------	-----	-----	----	------------

Advisory Question 1 “If you voted no on the general government budget, is the budget...”

Too High	<b>247</b>	Too Low	90
----------	------------	---------	----

“Shall the proposed Board of Education budget for the 2025/2026 fiscal year be adopted?”

Results	Yes	227	No	<b>390</b>
---------	-----	-----	----	------------

Advisory Question 2 “If you voted no on the Board of Education Budget, is the budget...”

Too High	<b>209</b>	Too Low	202
----------	------------	---------	-----

\*Homeowners are not counted in for the percentages.



**Agenda Item No. 2**  
**Request for Town Council Action**

**TO: The Honorable Mayor and Town Council**

**FROM: Ryan Curley, Town Manager**

**DATE: May 27, 2025**

**SUBJECT: Reconcile Registrars Compensation**

**Summary of Agenda Item:**

This is a Follow-up to reconcile for Registrars pay for hours worked as 'election workers' in year ending 2024. Registrars, to eliminate the backlog for Same Day Registration during early voting and on election day, were forced to prioritize duties and assist as election workers. Time submitted was rejected by Finance due to lack of the Town Manager's signature. The Town Council needs to approve the additional payment.

**Funding:**

To be determined through Town accounts or use of the funds available in the Registrars account # 001.05.0510.0.53815.00000 (Non-Taxable Election Workers)

**Action Needed:**

Move to authorize the Town Manager to sign the pay grid authorizing the payment amount of \$4,349.45 to each Registrar. This is a balance due to cover hours worked in calendar year 2024.

**Attachments:**

Pay Grid

**Prepared By:**

Registrars Christy Miano and Joan Veley

CM





Hourly Early Voting Pay Grid Oct. 21, - Oct. 26, 2024 Presidential Election

First Name	Last Name	Address	Town	ST	Zip	21-Oct	22-Oct	23-Oct	24-Oct	25-Oct	26-Oct	Total Hours	Total	Job Title
Christy	Miano	19 Bayberry Circle	Kensington	CT	06037	8	8	8	8	8	8	48	\$1,754.40	SDR
Joan	Veley	Orchard Road	Berlin	CT	06037	8	8	8	8	8	8	48	\$1,754.40	SDR
Please Pay ** Early Voting Election workers from account														
Taxable election workers account # 001.05.0510.0.51540.00000														

Moderator Pay \$20/hr  
EV/SDR Pay \$17.00/hr  
Registrar Pay \$36.55

\* Not Approved - All 2024  
payments were resolved  
with \$5,000 stipends  
distributed in March/April

Any further requests can  
be made to Town Council.

TC

Hourly Early Voting Pay Grid Oct. 27, - Nov. 3, 2024 Presidential Election

First Name	Last Name	Address	Town	ST	Zip	27-Oct	28-Oct	29-Oct	30-Oct	31-Oct	1-Nov	Total Hours	Total	Job Title
Christy	Miano	19 Bayberry Circle	Kensington	CT	06037	8	8	12	8	12	8	56	\$2,046.80	SDR
Joan	Veley	Orchard Road	Berlin	CT	06037	8	8	12	8	12	8	56	\$2,046.80	SDR
Please Pay ** Early Voting Election workers from account														

Taxable election workers account # 001.05.0510.0.51540.00000

Moderator Pay \$20/hr  
EV/SDR Pay \$17.00/hr  
Registrar Pay \$36.55

Hourly Early Voting Pay Grid Nov. 5, 2024 Presidential Election

First Name	Last Name	Address	Town	ST	Zip	5-Nov	Total Hours	Total	Job Title
Christy	Miano	19 Bayberry Circle	Kensington	CT	06037	15	15	\$548.25	SDR
Joan	Veley	Orchard Road	Berlin	CT	06037	15	15	\$548.25	SDR
Please Pay ** Early Voting Election workers from account									

Taxable election workers account # 001.05.0510.0.51540.00000

Moderator Pay \$20/hr  
EV/SDR Pay \$17.00/hr  
Registrar Pay \$36.55



**TO:** The Honorable Mayor and Town Council  
**FROM:** Ryan Curley, Town Manager *RC*  
**DATE:** May 22, 2025  
**SUBJECT:** Tax Abatement for Kevin M Budney Lifetime Trust

**Summary of Agenda Item:**

Budney Overhaul & Aerospace has been growing steadily on New Park Drive for a number of years, most recently purchasing the former driving range. They completed a 5,000 square foot building at 127 New Park Drive and have most recently added an additional 5,000 square feet to that building.

The tax abatement would be based upon the increase in assessed value resulting from the real property improvements using the following schedule: 50% in year 1, 40% in year 2, and 30% in year 3 per the Town's tax abatement policy. The Economic Development Commission recommends that the Town Council approve the tax abatement for Kevin M Budney Lifetime Trust for the expansion of 127 New Park Drive.

**Funding:**

Not applicable/none needed

**Actions Needed:**

Move to approve a tax abatement for Kevin M. Budney Lifetime Trust for a 5,000 square foot expansion at 127 New Park Drive of 50% in year 1, 40% in year 2, and 30% in year 3 per the town's tax abatement policy.

**Attachments:**

- 1) A copy of the tax abatement application
- 2) Estimated taxes and abated taxes
- 3) A copy of the letter to abutters

**Prepared By:** Christopher Edge, Economic Development Director *CE*





# Town of Berlin

Department of Economic Development

## Tax Abatement Application

Name of Operating Company: Budney Overhaul and Repair, Budney Aerospace

Name of Parent Company (If applicable): \_\_\_\_\_

Name of Entity that will own the real estate: Kevin M Budney Lifetime Trust

Mailing Address: 131 New Park Drive, PO Box 8158, Berlin, CT 06037

Project Address (If applicable): 127 New Park Drive, Berlin, CT 06037

Phone Number: 860-828-0585 Email: Kevin@budneyoverhaul.com

Description of the business to be located in the facility including the types of products manufactured or distributed:

Storage of aerospace components  
\_\_\_\_\_  
\_\_\_\_\_

Project Description – Please include square footage of building to be constructed or renovated, a general description of machinery and equipment and other personal property expected to be added to the grand list, expected project start and completion dates. Attach an additional sheet if needed.

5,000sqft storage building  
\_\_\_\_\_  
\_\_\_\_\_

Visit our Web Site <http://www.town.berlin.ct.us>

Town of Berlin, Connecticut • Chris Edge, Economic Development Director  
240 Kensington Road • Berlin, CT 06037 • (860) 828-7005 • Fax: (860) 828-7180 • Email: [cedger@town.berlin.ct.us](mailto:cedger@town.berlin.ct.us)

# Town of Berlin

Department of Economic Development

Estimated Value of Real Estate Improvements: \$550,000

Estimated Value of Additional Personal Property: \$0

Number of Jobs to be Retained in Berlin: 2

Number of Jobs to be Created: 2

Additional Details (If needed):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4/11/25

Date

  
Signature of Company Representative

Visit our Web Site <http://www.town.berlin.ct.us>

Town of Berlin, Connecticut • Chris Edge, Economic Development Director  
240 Kensington Road • Berlin, CT 06037 • (860) 828-7005 • Fax: (860) 828-7180 • Email: [cedge@town.berlin.ct.us](mailto:cedge@town.berlin.ct.us)

**PRO FORMA**  
**127 NEW PARK DRIVE (2ND BUILDING) - BUDNEY OVERHAUL**

<u>Year</u>	<u>Estimated Assessment Increase</u>	<u>Mill Rate</u>	<u>Real Estate Taxes</u>	<u>Personal Property Taxes</u>	<u>Total Taxes</u>	<u>Tax Abatement</u>	<u>Net Taxes</u>
1	128,450	32.50	\$ 4,175	\$ 417	\$ 4,592	\$2,087	\$ 2,505
2	128,450	32.83	\$ 4,216	\$ 422	\$ 4,638	\$1,687	\$ 2,951
3	128,450	33.15	\$ 4,259	\$ 426	\$ 4,684	\$1,278	\$ 3,407
4	128,450	33.48	\$ 4,301	\$ 430	\$ 4,731		\$ 4,731
5	128,450	33.82	\$ 4,344	\$ 434	\$ 4,779		\$ 4,779
6	128,450	34.16	\$ 4,388	\$ 439	\$ 4,826		\$ 4,826
7	128,450	34.50	\$ 4,431	\$ 443	\$ 4,875		\$ 4,875
8	128,450	34.84	\$ 4,476	\$ 448	\$ 4,923		\$ 4,923
9	128,450	35.19	\$ 4,521	\$ 452	\$ 4,973		\$ 4,973
10	128,450	35.54	\$ 4,566	\$ 457	\$ 5,022		\$ 5,022
11	128,450	35.90	\$ 4,611	\$ 461	\$ 5,073		\$ 5,073
12	128,450	36.26	\$ 4,657	\$ 466	\$ 5,123		\$ 5,123
13	128,450	36.62	\$ 4,704	\$ 470	\$ 5,174		\$ 5,174
14	128,450	36.99	\$ 4,751	\$ 475	\$ 5,226		\$ 5,226
15	128,450	37.36	\$ 4,799	\$ 480	\$ 5,278		\$ 5,278
16	128,450	37.73	\$ 4,847	\$ 485	\$ 5,331		\$ 5,331
17	128,450	38.11	\$ 4,895	\$ 490	\$ 5,385		\$ 5,385
18	128,450	38.49	\$ 4,944	\$ 494	\$ 5,438		\$ 5,438
19	128,450	38.87	\$ 4,993	\$ 499	\$ 5,493		\$ 5,493
20	128,450	39.26	\$ 5,043	\$ 504	\$ 5,548		\$ 5,548
	<b>Total</b>		<b>\$ 91,921</b>	<b>\$ 9,192</b>	<b>\$ 101,113</b>	<b>\$ 5,051</b>	<b>\$ 96,062</b>

Project will add an additional 5,000 square feet to increase the building to 10,000 square feet



Agenda Item No. 4  
Request for Town Council Action

**TO:** The Honorable Mayor and Town Council

**FROM:** Ryan Curley, Town Manager *RC*

**DATE:** May 22, 2025

**SUBJECT:** Timberlin Golf Course – FY26 Capital Request Approval– Leaf Collector

**SUMMARY OF AGENDA ITEM:**

Director of Golf, Sol Guerrero, is recommending for the Town of Berlin to purchase a new leaf collector for Timberlin Golf Club. On the January 21, 2025 Town Council meeting, the request of using capital funds for a new Leaf Collector was approved. A quote from A-OK Turf Equipment is attached which reflects State Contract pricing; which bypasses the town's bidding procedure. Director of Golf is requesting to move forward with the purchase of a new Leaf Collector for now more than \$75,732.

**FUNDING:**

Account # 500.25.2543.0.54000.00164 – Leaf Collector

**ACTION NEEDED:**

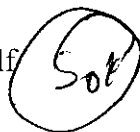
Move to approve the purchase of a new Leaf Collector from A-OK Turf Equipment using state contract #031121-ATE for an amount not to exceed \$75,732.

**ATTACHMENTS:**

Estimate from A-OK Turf Equipment  
Sufficiency of Funds

**PREPARED BY:**

Sol Guerrero, PGA – Director of Golf






**A-OK Turf Equipment, Inc.**

1357 Main St  
Coventry, RI 02816  
(401) 826-2584  
admin@aokturfequipment.com

**ESTIMATE**

Date	Estimate #
4/29/2025	220537

Name / Address
Timberlin Golf Course Jerry Salvio 330 Southington Rd Berlin, CT 06037

Item	Description	Qty	Cost	Total
2750043	Super 600, 63" working width, with multi-purpose head, incl. low hitch, golf course kit and set of Dura verticutting blades (1-1/2") spacing	1	55,750.00	55,750.00T
1231507	Super Contour Kit (height-adjustable depth control roller at the rear of the multi-purpose head)	1	3,295.00	3,295.00T
	SUBTOTAL			59,045.00
Discount	MPA Discount (5%)	1	-2,952.25	-2,952.25T
S	***PRICE DOES NOT INCLUDE SALES TAX		0.00	0.00
				

Signature:	<b>Sales Tax (0.0%)</b> \$0.00
We look forward to doing business with you!	<b>Total</b> \$56,092.75





# TOWN OF BERLIN

## CERTIFICATION OF SUFFICIENCY OF FUNDS

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

DATE 27-May-25

Purchase Item or Contract: <b>Golf Course</b>		Requested by: <b>Sol Guerrero</b>	
QUANTITY	DESCRIPTION	PRICE PER UNIT	\$ AMOUNT
1	Leaf Picker	\$75,732	\$75,732
Account No. 500.25.2543.0.54000.00164			<b>TOTAL \$75,732</b>

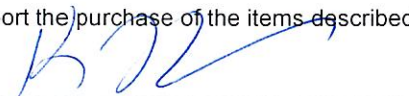
Budgeted Amount.....	<u>\$75,732</u>	Available balance.....	<u>\$75,732</u>
Encumbrances to Date.....	<u>\$0</u>	Amount Needed for This Package.....	<u>\$75,732</u>
Expenditures to Date.....	<u>\$0</u>	Available Balance After Purchase.....	<u>\$0</u>

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 Town Accountant

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

\_\_\_\_\_  
Finance Director or Town Accountant



**TO:** The Honorable Mayor and Town Council

**FROM:** Ryan Curley, Town Manager *RC*

**DATE:** May 28, 2025

**SUBJECT:** Police Servers, Storage and Licensing Upgrade - 2026 Capital Budget

**Summary of Agenda Item:**

The Police Department's servers and storage will reach end of life by August 2025. These items were last purchased in 2018 and have run their life cycle. Windows server and VMware licensing was last updated during this same period and will need to be renewed. The purpose of this project is to replace end of life equipment, renew licensing / support for VMware and update the server operating systems. The Town should make this purchase to ensure continued operation of the Police Department's computer systems. Almost every computer in the Police Department needs this infrastructure to operate. This includes Computer Aided Dispatch, the ability to write reports and book prisoners among many other functions. This project includes 5 years of support with possible ability to renew after that. The current servers and storage will reach end of life in August of 2025. If these items fail after this date, we will have no guarantee of replacement parts. These would have to be paid for at the going rate and may be hard to find. We would not be able to call the vendor for support if an issue occurred or a software upgrade was needed. The server operating system is Windows Server 2019 and has already reached end of life in January 2024. We also need to renew our support / licensing for VMware software. Running software that is no longer supported can be risky for a company's assets, data, hardware, and other software applications. This is because hackers can exploit known vulnerabilities in software to infect it with ransomware viruses and other types of malware. These items are quoted under Connecticut State Contract, with the major items being 4 servers, a shared storage device, VMware licensing/support and licensing for the latest version of Windows Server operating system.

This equipment, VMware support, Microsoft licensing and professional services will be purchased through Winslow Technology Group using the following state contracts:

CT - EMC NASPO ValuePoint MNWNC - 109 - Dell / C000000711509

CT - DELL NASPO ValuePoint 13PSX0280-MNWNC-108 - Dell / C000000931039

**Funding:**

The cost of this project request is \$245,000. This includes the quoted cost of \$231,815.80 with the remainder for contingency. Funding will come from the Information Technology Capital Items account 500.05.0503.0.54000.01003.


**Action Needed:**

Move to approve the purchase of IT infrastructure equipment, VMware support, Microsoft licensing and professional services from Winslow Technology Group of Waltham, MA for an amount not to exceed \$245,000.00 using the state contracts listed above, this amount includes \$13,184.20 of contingency for this project.

**Attachments:**

WTG Quote  
Sufficiency of Funds

**Prepared By:**

Brian Freeman, Director of Information Technology 



# TOWN OF BERLIN

## CERTIFICATION OF SUFFICIENCY OF FUNDS

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

DATE 28-May-25

Purchase Item or Contract:		Requested by:	
QUANTITY	DESCRIPTION	PRICE PER UNIT	\$ AMOUNT
1.00	IT Equipment, Vmware support, Microsoft Licensing, & Professional services	\$245,000.00	\$245,000.00
			-
			-
			-
			-
			-
TOTAL			\$245,000.00

Account No. 500.05.0503.0.54000.01003

Budgeted Amount..... \$245,000.00

Available balance..... \$245,000.00

Encumbrances to Date..... \$0.00

Amount Needed for This Package..... \$245,000.00

Expenditures to Date..... \$0.00


Available Balance After Purchase..... \$0.00

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





303 Wyman St. Ste 210, Waltham, MA 02451-1253  
t. (781) 471-5021 f. (617) 507-6427

# QUOTE

**Number** WTGQ72839-01

**Date** 5/28/2025

**Expiration** 6/27/2025

## Sold To

**Police Department - Berlin, CT**  
Oscar Espinoza  
240 Kensington Road  
Berlin, CT 06037  
United States

## Ship To

**Police Department - Berlin, CT**  
Oscar Espinoza  
240 Kensington Road  
Berlin, CT 06037  
United States

## Account Executive

**Katy Ward**  
**508-733-9535**  
kward@winslowtg.com

**Phone** 860-828-7170  
**Fax**

**Phone** 860-828-7170  
**Fax**

Line	Qty	Description	Unit Amount	Ext. Amount
1		<b>PowerStore 500T</b>		
2	1	PowerStore 500T Dell Customer Racked	\$115,680.00	\$115,680.00
3	1	192GB Appliance DIMM 96GB Per Node		
4	1	PowerStore Base SW		
5	1	25GBE OPTICAL 4 PORT CARD PAIR		
6	1	Dual 1450W (100-120V) Native LOW Line Lot 9 Power Supply		
7	1	BASE UNIT CONFIG KIT		
8	1	Dell Hardware Limited Warranty		
9	1	ProSupport 4-Hour 7x24 Onsite Service 2 Years Extended		
10	1	ProSupport 4-Hour 7x24 Onsite Service 3 Years		
11	1	ProSupport 4-Hour 7x24 Technical Support and Assistance 5 Years		
12	1	Dell Hardware Limited Warranty Plus On Site Service Extended Year		
13	1	Thank you choosing Dell ProSupport. For tech support, visit <a href="http://www.dell.com/support">//www.dell.com/support</a> or call 1-800- 945-3355		
14	1	Keep Your Hard Drive for Enterprise 5 Years		
15	11	P1 NVME SED NON-FIPS SSD 1.92TB		
16	1	10GBE OPTICAL 4 PORT IO MODULE PAIR		
17	1	C19 PWRCORD PAIR NEMA5-15 125V 10A 2Metr		
18	11	ProSupport 4-Hour 7x24 Onsite Low Capacity SSD Add On 5 Years		
19	11	Keep Your Hard Drive for Enterprise Low Capacity SSD Add-On 5 Years		
20				

Line	Qty	Description	Unit Amount	Ext. Amount
21		<b>PowerEdge R660xs</b>		
22	3	PowerEdge R660xs	\$22,185.00	\$66,555.00
23	3	Trusted Platform Module 2.0 V5		
24	3	2.5" Chassis with up to 8 Hard Drives (SAS/SATA), 1 CPU		
25	3	Intel Xeon Silver 4514Y 2G, 16C/32T, 16GT/s, 30M Cache, Turbo, HT (150W) DDR5-4400		
26	3	Heatsink for 1 CPU configuration (CPU less than or equal to 150W)		
27	3	Performance Optimized		
28	3	5600MT/s RDIMMs		
29	3	RAID 1		
30	3	PERC H355 Controller Front		
31	3	Front PERC Mechanical Parts, front load		
32	3	Performance BIOS Settings		
33	3	UEFI BIOS Boot Mode with GPT Partition		
34	3	Standard Fan X5		
35	3	Dual, (1+1) Redundant, Hot-Plug Power Supply, 800W MM (100-240Vac)		
36	3	Riser Config 5, Low Profile, 1x16 LP Slots (Gen4) + 1x8 LP Slot (Gen5), 1CPU		
37	3	PowerEdge R660xs Motherboard with Broadcom 5720 Dual Port 1Gb On-Board LOM, MX, MLK		
38	3	Broadcom 57414 Dual Port 10/25GbE SFP28, OCP NIC 3.0		
39	3	Dell Luggage Tag, 0/6/8/10		
40	3	PowerEdge 1U LCD Bezel		
41	3	Windows Server 2025 Datacenter,16CORE,FI,No MED,UnLTD VMs,NO CALs, Multi Language		
42	3	Dell Connectivity Client - Enabled		
43	3	Dell Connectivity Module		
44	3	iDRAC9, Enterprise 16G		
45	3	Secured Component Verification		
46	3	No Quick Sync		
47	3	iDRAC,Factory Generated Password		
48	3	iDRAC Service Module (ISM), NOT Installed		
49	3	iDRAC Group Manager, Disabled		
50	3	A11 drop-in/stab-in Combo Rails Without Cable Management Arm (A11)		

Line	Qty	Description	Unit Amount	Ext. Amount
51	3	Cable Management Arm		
52	3	PowerEdge R660xs HS5610 Label, CCC Marking, No CE Marking, for below 1300W PSU		
53	3	ProSupport Plus Mission Critical 7x24 Technical Support and Assistance 5 Years		
54	3	ProSupport Plus Mission Critical 4-Hour 7x24 On-Site Service with Emergency Dispatch 3 Years		
55	3	ProSupport Plus Mission Critical 4-Hour 7x24 On-Site Service with Emergency Dispatch 2 Years Extended		
56	3	Dell Hardware Limited Warranty Plus On-Site Service		
57	3	Thank you for choosing Dell ProSupport Plus. For tech support, visit <a href="http://www.dell.com/contactdell">//www.dell.com/contactdell</a>		
58	3	Dell Limited Hardware Warranty Plus Service, Extended Year(s)		
59	3	Keep your Hard Drive For Enterprise 5 Years		
60	18	32GB RDIMM, 5600MT/s, Dual Rank		
61	6	480GB SSD SATA Read Intensive 6Gbps 512e 2.5in Hot-plug AG Drive, 1 DWPD		
62	6	Power Cord - C13, 3M, 125V, 15A (North America, Guam, North Marianas, Philippines, Samoa, Vietnam)		
63	3	Broadcom 5719 Quad Port 1GbE BASE-T Adapter, PCIe Low Profile, V2, FIRMWARE RESTRICTIONS APPLY		
64	3	Windows Server 2025 Datacenter,16CORE,DF Recovery Image, Multi Lang, (Downgrade not included)		
65	3	Windows Server 2025 Datacenter,16CORE,Media Kit, Multi Lang, (Downgrade not included)		
66	3	Dell Processor Acceleration Technology Pro 2.2		
67	12	5-pack of Windows Server 2025/2022 User CALs (Standard or Datacenter)		
68		<b>PowerEdge R760xs</b>		
69	1	PowerEdge R760xs	\$14,815.00	\$14,815.00
70	1	No Trusted Platform Module		
71	1	3.5" Chassis with up to 12 Hard Drives (SAS/SATA) + 2x2.5" Rear SAS/SATA Drives, PERC11		
72	1	Intel Xeon Silver 4509Y 2.6G, 8C/16T, 16GT/s, 22.5M Cache, Turbo, HT (125W) DDR5-4400		
73	1	CPU Blank		
74	1	High Performance Heatsink		
75	1	Performance Optimized		
76	1	5600MT/s RDIMMs		
77	1	Unconfigured RAID		
78	1	PERC H755 Adapter, Low Profile		

Line	Qty	Description	Unit Amount	Ext. Amount
79	1	Power Saving BIOS Settings		
80	1	UEFI BIOS Boot Mode with GPT Partition		
81	1	Very High Performance Fan		
82	1	Dual, (1+1) Redundant, Hot-Plug Power Supply, 800W MM (100-240Vac)		
83	1	Riser Config 0, No Riser, 1x16 + 1x8 (1 CPU), with OCP		
84	1	PowerEdge R760xs Motherboard with Broadcom 5720 Dual Port 1Gb On-Board LOM, MX, MLK		
85	1	Dell Connectivity Client - Enabled		
86	1	Dell Connectivity Module		
87	1	iDRAC9, Enterprise 16G		
88	1	Broadcom 57414 Dual Port 10/25GbE SFP28, OCP NIC 3.0		
89	1	PowerEdge 2U LCD Bezel		
90	1	Dell Luggage Tag R760xs		
91	1	BOSS Blank		
92	1	No Quick Sync		
93	1	iDRAC,Factory Generated Password		
94	1	iDRAC Service Module (ISM), NOT Installed		
95	1	iDRAC Group Manager, Disabled		
96	1	No Operating System		
97	1	No Media Required		
98	1	ReadyRails Sliding Rails (B21)		
99	1	No Systems Documentation, No OpenManage DVD Kit		
100	1	PowerEdge R760xs HS5620 CCC Marking, No CE Marking		
101	1	ProSupport 7x24 Technical Support and Assistance 5 Years		
102	1	ProSupport Next Business Day On-Site Service After Problem Diagnosis 5 Years		
103	1	Dell Hardware Limited Warranty Plus On-Site Service		
104	1	Thank you choosing Dell ProSupport. For tech support, visit <a href="http://www.dell.com/support">//www.dell.com/support</a> or call 1-800- 945-3355		
105	1	Keep your Hard Drive For Enterprise 5 Years		
106	2	16GB RDIMM, 5600MT/s, Single Rank		
107	8	4TB Hard Drive SAS ISE 12Gbps 7.2K 512n 3.5in Hot-Plug, AG Drive		
108	2	960GB SSD SATA Read Intensive 6Gbps 512 2.5in Flex Bay AG Drive, 1 DWPD		



Line	Qty	Description	Unit Amount	Ext. Amount
109	2	Power Cord - C13, 3M, 125V, 15A (North America, Guam, North Marianas, Philippines, Samoa, Vietnam)		
110		<b>Broadcom 5/23/2025 to 05-22-2030</b>		
111	72	VMWARE VSPHERE STANDARD 8	\$50.03	\$3,602.16
112	72	VMWARE VSPHERE STANDARD 8	\$50.03	\$3,602.16
113	72	VMWARE VSPHERE STANDARD 8	\$50.03	\$3,602.16
114	72	VMWARE VSPHERE STANDARD 8	\$50.03	\$3,602.16
115	72	VMWARE VSPHERE STANDARD 8	\$50.03	\$3,602.16
116		<b>Dell Cables</b>		
117	12	Dell Networking, Cable, SFP+ to SFP+, 10GbE, Copper Twinax Direct Attach Cable, 3Meter [Dell Networking, Cable, SFP+ to SFP+, 10GbE, Copper Twinax Direct Attach Cable, 3 Meter,CusKit]	\$65.00	\$780.00
118		<b>WTG Professional Services</b>		
119	1	Installation and Deployment, VMware Roll Out	\$15,975.00	\$15,975.00

**\*\*Notes:**

CT - EMC NASPO ValuePoint MNWNC - 109 - Dell / C000000711509

CT - DELL NASPO ValuePoint 13PSX0280-MNWNC-108 - Dell / C000000931039

**\*Total: \$231,815.80**

**\*Plus Applicable Taxes**

**Payment Terms: Net 30**



## **Terms and Conditions**

### **1. Acceptance of Quote**

By accepting this quote, the Customer acknowledges that they have carefully reviewed the proposed solution configuration. Acceptance constitutes the Customer's confirmation that the configuration as presented meets or exceeds their expectations and requirements.

### **2. Changes to Configuration**

Any changes, additions, or modifications (collectively, "adjustments") to the configuration after acceptance are subject to additional costs and may require changes to the Payment Terms. These changes will require a revised quote and written approval from the Customer before implementation.

### **3. Responsibility for Review**

The Customer is responsible for reviewing the configuration for accuracy, completeness, and suitability to meet or exceed the Customer's needs. Winslow Technology Group is not liable for issues arising from omissions or errors not identified by the Customer during the review process.

### **4. Validity of Quote**

This quote is valid for 30 days from the date of issue, unless otherwise stated on the quote, and will expire if not accepted within 30 days. A new quote may be issued after 30 days.

### **5. Pricing**

All product, pricing and other information is based on the latest information available and subject to change. Supplier reserves the right to cancel this Quote and Customer purchase orders arising from pricing errors. Taxes and/or freight charges listed on this Quote are estimates. The final amounts shall be stated on the relevant invoice. Additional freight charges will apply if the Customer requests expedited shipping. Please indicate any tax exemption status on your purchase order and send your tax exemption certificate to [accountspayable@winslowtg.com](mailto:accountspayable@winslowtg.com).

### **6. Payment Terms**

Payment terms as outlined in this quote are binding upon acceptance. Any adjustments to the configuration may require changes to the payment terms.

### **7. Limitation of Liability**

Winslow Technology Group ("WTG") shall not be liable for any exemplary, punitive, indirect, incidental, special, or consequential damages arising from or in any way connected to the use or implementation or the failure to use or implement the solution as defined by the configuration. In no event will WTG's collective aggregate liability exceed the total fees actually paid to WTG for services to which the claim relates.

### **8. Return Policy**

Customer acknowledges that the proposed configurations are subject to manufacturer return policies.

### **9. Authorization**

The Customer's acceptance of this quote constitutes authorization to proceed with the defined configuration and the Customer's agreement to be bound by these terms and conditions



## TERMS AND CONDITIONS

Unless otherwise agreed by Broadcom in a Transaction Document or a fully executed agreement between the End User and Broadcom that governs the Broadcom Offerings ordered, all End Users (direct and indirect) of Broadcom Offerings are subject to the Broadcom End User Agreement and the modules applicable to the specific Broadcom Offering.

The Broadcom End User Agreement is available here:

[License and Service Terms & Repository EULA](#)



**Agenda Item No. 6**  
**Request for Town Council Action**

**TO:** The Honorable Mayor and Town Council

**FROM:** Ryan Curley, Town Manager *RC*

**DATE:** May 19, 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 1<sup>st</sup> 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 affirm prior support for 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.

**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

**PREPARED BY:**

Ryan Curley, Town Manager

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;"><b>Post-Project Audit</b></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>
---

\*\* PUBLIC DISCLOSURE COPY \*\*

## Return of Organization Exempt From Income Tax

OMB No. 1545-0047

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](http://www.irs.gov/Form990) for instructions and the latest information.

**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:

- ☐ Address change  
☐ Name change  
☐ Initial return  
☐ Final return/terminated  
☐ Amended return  
☐ 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? ☐ Yes ☒ No

**H(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.CCARC.COM](http://WWW.CCARC.COM)

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

**L** Year of formation: 1952

**M** State of legal domicile: CT

### Part I Summary

Activities & Governance	<b>1</b> 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			
	<b>2</b> Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets.			
	<b>3</b> Number of voting members of the governing body (Part VI, line 1a)	<b>3</b>	18	
	<b>4</b> Number of independent voting members of the governing body (Part VI, line 1b)	<b>4</b>	18	
	<b>5</b> Total number of individuals employed in calendar year 2022 (Part V, line 2a)	<b>5</b>	352	
	<b>6</b> Total number of volunteers (estimate if necessary)	<b>6</b>	23	
	<b>7a</b> Total unrelated business revenue from Part VIII, column (C), line 12	<b>7a</b>	0.	
<b>7b</b> Net unrelated business taxable income from Form 990-T, Part I, line 11	<b>7b</b>	0.		
Revenue	<b>8</b> Contributions and grants (Part VIII, line 1h)	Prior Year	Current Year	
		472,805.	584,935.	
	<b>9</b> Program service revenue (Part VIII, line 2g)	12,596,392.	13,953,864.	
	<b>10</b> Investment income (Part VIII, column (A), lines 3, 4, and 7d)	7,391.	8,347.	
	<b>11</b> Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	30,104.	2,543.	
	<b>12</b> Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)	13,106,692.	14,549,689.	
	Expenses	<b>13</b> Grants and similar amounts paid (Part IX, column (A), lines 1-3)	0.	0.
		<b>14</b> Benefits paid to or for members (Part IX, column (A), line 4)	0.	0.
<b>15</b> Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)		10,442,440.	11,424,619.	
<b>16a</b> Professional fundraising fees (Part IX, column (A), line 11e)		0.	0.	
<b>b</b> Total fundraising expenses (Part IX, column (D), line 25)		154,975.		
<b>17</b> Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)		2,492,726.	2,888,602.	
<b>18</b> Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)		12,935,166.	14,313,221.	
<b>19</b> Revenue less expenses. Subtract line 18 from line 12		171,526.	236,468.	
Net Assets or Fund Balances	<b>20</b> Total assets (Part X, line 16)	Beginning of Current Year	End of Year	
		10,508,144.	11,735,618.	
	<b>21</b> Total liabilities (Part X, line 26)	3,869,976.	4,836,194.	
<b>22</b> Net assets or fund balances. Subtract line 21 from line 20	6,638,168.	6,899,424.		

### 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		
	LINDA IOVANNA, CHIEF EXECUTIVE OFFICER			
Paid Preparer Use Only	Print/Type preparer's name	Preparer's signature	Date	Check if self-employed <input type="checkbox"/> PTIN
	PAUL BALLASY	PAUL BALLASY	05/07/24	000852868
Firm's name	COHNREZNICK LLP	Firm's EIN	22-1478099	
	Firm's address 350 CHURCH STREET, 12TH FLOOR HARTFORD, CT 06103	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](http://portal.ct.gov/DRS). E-mail any questions to [NAAProgram@ct.gov](mailto:NAAProgram@ct.gov) or call 860-297-5687, Monday through Friday, 8:30 a.m. to 4:30 p.m. for more information.

**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) _____	_____

<b>Total Funding:</b>	<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) _____	_____

<b>Total Proposed Expenditures:</b>	<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](http://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>B</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	<b>C</b> Name of organization <b>BERLIN LIONS CHARITIES INC.</b>		<b>D</b> Employer identification number <b>83-0424291</b>
	Doing business as		<b>E</b> Telephone number <b>860-930-2366</b>
	Number and street (or P.O. box if mail is not delivered to street address) <b>PO BOX 23</b>		
	City or town, state or province, country, and ZIP or foreign postal code <b>BERLIN CT 06037</b>		<b>G</b> Gross receipts \$ <b>148,496</b>
	<b>F</b> Name and address of principal officer: <b>GARY SCHMIDT</b> <b>P.O. BOX 23</b> <b>BERLIN CT 06037</b>		
<b>I</b> 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		<b>H(a)</b> Is this a group return for subordinates? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <b>H(b)</b> Are all subordinates included? <input type="checkbox"/> Yes <input type="checkbox"/> No If "No," attach a list. See instructions	
<b>J</b> Website: <b>BERLINLIONS.ORG</b>		<b>H(c)</b> Group exemption number	
<b>K</b> Form of organization: <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Trust <input type="checkbox"/> Association <input type="checkbox"/> Other		<b>L</b> Year of formation: <b>2005</b>	<b>M</b> State of legal domicile: <b>CT</b>

**Part I Summary**

Activities & Governance	<b>1</b> Briefly describe the organization's mission or most significant activities: <b>SEE SCHEDULE O</b>				
	<b>2</b> Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets.				
	<b>3</b> Number of voting members of the governing body (Part VI, line 1a)	<b>3</b>	<b>20</b>		
	<b>4</b> Number of independent voting members of the governing body (Part VI, line 1b)	<b>4</b>	<b>20</b>		
	<b>5</b> Total number of individuals employed in calendar year 2022 (Part V, line 2a)	<b>5</b>	<b>0</b>		
	<b>6</b> Total number of volunteers (estimate if necessary)	<b>6</b>	<b>0</b>		
	<b>7a</b> Total unrelated business revenue from Part VIII, column (C), line 12	<b>7a</b>	<b>0</b>		
	<b>b</b> Net unrelated business taxable income from Form 990-T, Part I, line 11	<b>7b</b>	<b>0</b>		
	Revenue	<b>8</b> Contributions and grants (Part VIII, line 1h)		Prior Year	Current Year
		<b>9</b> Program service revenue (Part VIII, line 2g)		<b>82,964</b>	<b>115,273</b>
<b>10</b> Investment income (Part VIII, column (A), lines 3, 4, and 7d)		<b>4,958</b>	<b>8,104</b>		
<b>11</b> Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)		<b>-16,096</b>	<b>2,233</b>		
<b>12</b> Total revenue — add lines 8 through 11 (must equal Part VIII, column (A), line 12)		<b>71,826</b>	<b>125,610</b>		
Expenses	<b>13</b> Grants and similar amounts paid (Part IX, column (A), lines 1–3)		<b>62,819</b>	<b>86,792</b>	
	<b>14</b> Benefits paid to or for members (Part IX, column (A), line 4)			<b>0</b>	
	<b>15</b> Salaries, other compensation, employee benefits (Part IX, column (A), lines 5–10)			<b>0</b>	
	<b>16a</b> Professional fundraising fees (Part IX, column (A), line 11e)			<b>0</b>	
	<b>b</b> Total fundraising expenses (Part IX, column (D), line 25)		<b>0</b>		
	<b>17</b> Other expenses (Part IX, column (A), lines 11a–11d, 11f–24e)		<b>2,769</b>	<b>2,243</b>	
	<b>18</b> Total expenses. Add lines 13–17 (must equal Part IX, column (A), line 25)		<b>65,588</b>	<b>89,035</b>	
<b>19</b> Revenue less expenses. Subtract line 18 from line 12		<b>6,238</b>	<b>36,575</b>		
Net Assets or Fund Balances	<b>20</b> Total assets (Part X, line 16)		Beginning of Current Year	End of Year	
	<b>21</b> Total liabilities (Part X, line 26)		<b>524,340</b>	<b>559,895</b>	
	<b>22</b> Net assets or fund balances. Subtract line 21 from line 20		<b>0</b>	<b>0</b>	

**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.

<b>Sign Here</b>	Signature of officer <b>JOSEPH GRECO</b> Type or print name and title <b>TREASURER</b>		Date 	
	Print/Type preparer's name <b>CHRISTOPHER B. CONLEY</b>		Preparer's signature 	
<b>Paid Preparer Use Only</b>	Date <b>05/13/24</b>		Check <input type="checkbox"/> if self-employed	PTIN <b>P00936552</b>
	Firm's name <b>GUILMARTIN, DIPIRO &amp; SOKOLOWSKI, LLC</b>		Firm's EIN <b>06-0971998</b>	
	Firm's address <b>505 MAIN ST MIDDLETOWN, CT 06457-2809</b>		Phone no. <b>860-347-5689</b>	

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)

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 \$143,000.00

Other funding sources - itemized sources:

a) FUNDING SECURED TO DATE \$90,000.00

b) AMERICAN SAVINGS FOUNDATION \$28,000.00

c) \_\_\_\_\_

d) \_\_\_\_\_

Total Funding: \$261,000.00

**Proposed Program Expenditures:**

Direct operating expenses - itemized description:

a) ESTIMATED COMPLETION OF HVAC RENOVATION \$250,000.00

b) ESTIMATED CONSULTING ENGINEER FEES \$10,000.00

c) PROJECT MANAGEMENT - PRESIDENT & CEO TIME \$1,000.00

d) \_\_\_\_\_

Administrative expenses - itemized description:

a) \_\_\_\_\_

b) \_\_\_\_\_

c) \_\_\_\_\_

d) \_\_\_\_\_

Total Proposed Expenditures: \$261,000.00

#### 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: _____

<b>Post-Project Audit</b>
Is a post-project audit required for this proposal?
Yes                      No
If Yes, date post-project audit due:
_____
Date

**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](http://portal.ct.gov/DRS). E-mail any questions to [NAAProgram@ct.gov](mailto: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

EXTENDED TO MAY 15, 2025  
Return of Organization Exempt From Income Tax

OMB No. 1545-0047

2023

Open to Public Inspection

Department of the Treasury  
Internal Revenue Service

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](http://www.irs.gov/Form990) for instructions and the latest information.

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

B Check if applicable:

- ☐ Add new organization  
☐ 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) 3,462,031.
	9	Program service revenue (Part VIII, line 2g) 4,058,643.
	10	Investment income (Part VIII, column (A), lines 3, 4, and 7d) 34,126.
	11	Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11a) 3,362.
	12	Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12) 30,373.
Expenses	13	Grants and similar amounts paid (Part IX, column (A), lines 1-3) 3,362.
	14	Benefits paid to or for members (Part IX, column (A), line 4) 31,094.
	15	Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10) 37,042.
	16a	Professional fundraising fees (Part IX, column (A), line 11a) 3,530,613.
	17	Total fundraising expenses (Part IX, column (D), line 25) 0.
	18	Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e) 187,902.
	19	Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25) 1,501,044.
	20	Revenue less expenses. Subtract line 19 from line 12 1,956,629.
Net Assets or Fund Balances	21	Total assets (Part X, line 16) 3,379,685.
	22	Total liabilities (Part X, line 26) 4,136,691.
	23	Net assets or fund balances. Subtract line 22 from line 21 150,928.
Part II Signature Block	24	Beginning of Current Year 39,483.
	25	End of Year 11,751,382.
Part II Signature Block	26	Beginning of Current Year 3,844,430.
	27	End of Year 7,906,952.

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 EIN	Firm's name	Firm's EIN
	WHITTLESEY PC	06-0903326
Firm's EIN	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.

327961 12-21-23

Form 990 (2023)

SEE SCHEDULE O FOR ORGANIZATION MISSION STATEMENT CONTINUATION



## Christi Sullivan

---

**From:** Donna Butler-Goldbach <dbutler-goldbach@prudencecrandall.org>  
**Sent:** Friday, April 25, 2025 8:36 AM  
**To:** Christi Sullivan  
**Subject:** Prudence Crandall Center's 2025 NAA application  
**Attachments:** Prudence Crandall Center's 2025 NAA Application.pdf

Good morning Ms. Sullivan,

Please find attached Prudence Crandall Center's 2025 Neighborhood Assistance Act Program proposal.

We are grateful for the opportunity to submit our proposal which will help us save on expenses that can be used toward our comprehensive array of services offered to domestic violence survivors, local residents, schools, and community groups in Berlin and the surrounding communities.

Thank you for your review and consideration. If you have any questions or require anything further, please contact me at (860) 259-3822.

Best regards,

Donna

**Donna Butler-Goldbach**  
Foundation & Corporate Grants Manager  
**Prudence Crandall Center**

---

PO Box 895, New Britain, CT 06050  
**Direct** 860-259-3822  
[www.prudencecrandall.org](http://www.prudencecrandall.org)



**Support healing & hope – Donate Today!**

**Caution:** This is an external email. Do not click links or attachments unless you recognize the sender and know the content is safe.



Ka  
Karen A Pagliaro, BSN, RN

Town of Berlin | Generated 3/21/2025 @ 12:42 pm by OnBoardGOV - Powered by ClerkBase


## Status

Name Karen A Pagliaro, BSN, RN

Application Date 3/21/2025

Expiration Date 3/21/2124

Status Received

Board	Vacancies	Status	Actions
Visiting Nursing Association Board (VNA)	8	Pending	

## Basic Information

### Name

Karen A Pagliaro, BSN, RN

### Resume File

 Download

## Contact Information

### Address

221 Stillmeadow Lane  
Berlin, CT 06037

Yes, I am a resident

Yes

### Email

kpagliaro8@gmail.com

### Phone

860-878-5708

## Occupation

### Employer

Hartford HealthCare

### Job Title

Talent Management  
Consultant

What is your political party affiliation?

Democrat

Number of years in Berlin

39

## Educational Background (optional)

UConn, School of Nursing

## Current and Past Civic/Community Involvement

Library Board, Conservation Commission

## Tell us why you feel qualified for this appointment

I have worked in the homecare realm for over 40 years, starting as a visiting nurse and then transitioning into administration, first as a regional director and then as a director as part of the executive leadership team. I also worked for the hospice team and was a Hospice Interim Director. Currently I have transitioned from homecare to Talent Management as a Talent Management Consultant. In this position I teach classes to colleagues, both patient facing and non-patient facing on safety. This particular class is a requirement of all acute care hospitals in the state of CT

Can you think of any reason that a conflict of interest could arise if you were appointed?

As I no longer work directly for a homecare company, I do not have a conflict of interest.

Are you a Registered Voter? (To apply, you must be a Registered Voter in Berlin)

yes

RECEIVED FOR RECORD  
BERLIN TOWN CLERK  
2025 MAR 21 PM 12:43  
Kathryn Gleason  
BERLIN CT





Join Zoom Meeting

<https://berlinc-t-gov.zoom.us/j/88512811750?pwd=xIAJPKli7EUmW1rri7ZW3ODpiYlRKO.1>

Meeting ID: 885 1281 1750

Passcode: 259203

Call in:

+1-309-205-3325 # US

**TOWN OF BERLIN  
TOWN COUNCIL MEETING  
Tuesday, May 20, 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 7:06 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:**

***Maeve McCarthy, 258 Alling Street*** – Maeve McCarthy asked the Town Council if they would raise the Intersex Inclusive Progress Pride flag in front of the town hall. She stated that she believes it is the right thing to do because she would like all of Berlin to feel accepted for who they are and not feel discriminated against, adding that the suicide rates of queer youth are higher than any other youth group.

Mayor Kaczynski explained that a Flag Flying Policy was adopted on January 4, 2022 which states that the only flags that can be flown on Town property are Federal or State flags, or flags honoring veterans. He added that the Town Council will be making a proclamation for Pride Month.

**E. MAYOR'S UPDATE:**

Mayor Kaczynski stated that three concerts will be held this summer on the green across from St. Paul's Church. The dates will be June 26<sup>th</sup>, July 17<sup>th</sup>, and August 7<sup>th</sup>.

The Memorial Day Parade will be held on Monday May 26<sup>th</sup> starting at 9:00 a.m.

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

**G. CONSENT AGENDA:**

1. **Topic re: Accept donations to the Berlin Animal Control Donation Account for supplies/medical care valued at \$440.00. - Animal Control**
2. **Topic re: Accept monetary donations totaling \$778.86 and deposit into the Friends of the Library Miscellaneous account for three programs and two annual museum pass renewals. – Berlin-Peck Memorial Library**
3. **Topic re: Approve permission for consumption of alcoholic beverages (BYOB - beer and wine) and to charge a fee at Sage Park Pavilion for the Ektamandal - Patel family picnic for approximately 80 people of all ages on Friday, July 4<sup>th</sup> 2025 from 11:00AM to 8:00PM. A buffet meal will be served with no entertainment except for organized games on the field. Insurance will be obtained. – Parks and Recreation**
4. **Topic re: Approve Adam Napotnik of Napalm Kicking to charge a registration fee of \$200 - \$300 for a specialist training camp that will take place Sunday, August 10, 2025 at Scalise Field from 9AM – 5PM. The camp will have approximately 30 participants. - Parks and Recreation**
5. **Topic re: Approve Alex Joslyn Soccer, LLC to charge a registration fee of \$125 for a youth soccer camp that will take place July 7, 2025 – July 10, 2025 from 5:30PM – 7:30PM at Scalise Field. The camp will have approximately 25 people. – Parks and Recreation**

Councilor Paonessa moved to accept the Consent Agenda 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)

**H. 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 20, 2025, at 7:00 p.m. for the purpose of holding a public hearing on the following proposed ordinance of the Town, said ordinance being entitled as follows:

**“TO DISCUSS A PROPOSED TAX ABATEMENT ORDINANCE AS AUTHORIZED BY SECTION 8-215 OF THE CONNECTICUT GENERAL STATUTES”.**

Mayor Kaczynski convened the Public Hearing on a Proposed Tax Abatement Ordinance as Authorized By Section 8-215 of the Connecticut General Statutes at 7:14 p.m. and stated the purpose of this public hearing by reading the legal notice into the record.

The Town Council of the Town of Berlin will meet at Berlin Town Hall, Council Chambers, 240 Kensington Road, Berlin, CT on Tuesday, May 20, 2025, at 7:00 p.m. for the purpose of holding a public hearing on the following proposed ordinance of the Town, said ordinance being entitled as follows:

**“TO DISCUSS A PROPOSED TAX ABATEMENT ORDINANCE AS AUTHORIZED BY SECTION 8-215 OF THE CONNECTICUT GENERAL STATUTES”.**

Mayor Kaczynski stated that this ordinance is to provide a tax abatement for the development of senior housing as obtaining financing for that type of project is difficult. This ordinance was discussed in detail during Ordinance Committee meetings. Mayor Kaczynski asked for public comments.

There were no public comments.

Councilor Paonessa stated that he supports this ordinance and there is a need for senior housing in Berlin and this will allow the senior housing project to move forward. Councilor Pruzin stated that this is a good thing to do.

Mayor Kaczynski closed the Public Hearing at 7:17 p.m.

**I. NEW BUSINESS:**

- 1. Topic re: Adopt the attached Tax Abatement Ordinance as authorized by section 8-215 of the Connecticut General Statutes to help leverage the development of affordable housing in the community, subject to the review and approval by Corporation Counsel. – Economic Development**

Town Manager Curley stated that this item was the subject of tonight’s Public Hearing, and the Ordinance Committee has reviewed this ordinance with Corporation Counsel Donofrio. This ordinance would allow the Town to enter into an agreement for the development of the former Knights of Columbus property for senior housing.

Town Clerk Kate Wall reminded the Town Council that the ordinance goes into effect 30 days after publication of the legal notice.

Councilor Paonessa moved to adopt the attached Tax Abatement Ordinance as authorized by section 8-215 of the Connecticut General Statutes to help leverage the development of affordable housing in the community, subject to the review and approval by 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)

2. **Topic re: “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.” be adopted. – Town Clerk**

Town Manager Curley stated that the Town Council had previously authorized the drafting of the Bond Authorization, and a public hearing was held. He reminded the Council that just because they are authorizing the bonding it does not mean that the Town will be bonding for the full amount.

Mayor Kaczynski stated that the Town Council will now consider and take action with respect to the \$2,000,000 Athletic Facility Improvements Project (2025) appropriation and bond ordinance. A copy of the ordinance is available from the Town Clerk.

Councilor Paonessa moved that “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.” be adopted.

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: “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.” be adopted. – Town Clerk**

Mayor Kaczynski stated that the Town Council will now consider and take action with respect to the \$1,500,000 Fire Vehicles Project (2025) appropriation and bond ordinance. A copy of the ordinance is available from the Town Clerk.

Councilor Paonessa moved that “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.” be adopted.

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: Approve using State of Connecticut Department of Administrative Services Contract Numbers 24PSX0207 and 22PSX0197 for roadway reconstruction and paving services, including any extensions to these contracts as authorized by the State. – Public Works**

Deputy Public Works Director Jim Horbal stated that this is the Public Works Department's annual contract renewal for roadway reconstruction and paving services that they piggyback on with the State. The Town has been utilizing these contracts for a number of years, and it has been very successful. In the past few years they have been using Galasso Materials for the paving portion and Garrity Asphalt Reclaiming for the road preparation work.

Councilor Paonessa moved to approve using State of Connecticut Department of Administrative Services Contract Numbers 24PSX0207 and 22PSX0197 for roadway reconstruction and paving services, including any extensions to these contracts as authorized by the State.

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: Set an Informational Public Hearing concerning the creation of a disc golf course inside the trails of Pistol Creek for Tuesday, June 3, 2025 at 7:00 P.M. – Public Grounds**

Public Grounds Superintendent Steve Wood stated that he had previously presented the idea of creating a disc golf course at Pistol Creek to the Town Council and some concerns were raised regarding the effects on others using the park as well as liability issues from injuries.

Mr. Wood spoke with the towns of Bristol and Manchester which have premier courses and there have been no injuries reported. He also spoke with Berlin's insurance company, and they stated that it would be treated as any other passive recreation, and they did not express concerns about the course.

After surveying the proposed course area with Town Manager Curley, Mayor Kaczynski, and the course designer it was determined that the proposed hole 18 would need to be moved as it was too close to the walking path.

At this time Mr. Wood is asking to move forward with an Informational Public Hearing to determine if any residents have concerns with the course being located at Pistol Creek, adding that they would

be looking to roll the course out in phases with the first phase being to install the baskets. They would then determine the interest and look into constructing tee pads over the course of the next several years. By prolonging the installation of the tee pads, they can assess the impact of disturbance to the neighbors, as well as the location of the baskets per individual hole.

Mr. Wood added that the Parks and Recreation Commission as well as the Conservation Commission both support the project. It is possible that a soft opening could be as early as August.

Councilor Paonessa moved to set an Informational Public Hearing concerning the creation of a disc golf course inside the trails of Pistol Creek for Tuesday, June 3, 2025 at 7:00 P.M.

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: Purchase new Ballistic Vests for all sworn officers using funds from the Uniform Account for an amount not to exceed \$42,000. – Police**

Deputy Police Chief Drew Gallupe stated that the police officers' ballistic vests expire every five years, and they are currently months past their expiration date. Normally the Police would participate in the Federal Ballistic Vest Replacement Grant Program which reimburses 50% of the cost. However, this year the department has been unable to determine when or if that grant is going to be offered by the federal government.

At the Town Council meeting of March 4, 2025, the Town Council approved awarding the bid to Security Uniforms utilizing state contract 17PSX0024 in the amount of \$42,000. Deputy Chief Gallupe wanted to make the Town Council aware the vests will be purchased using only town funds, with the understanding that if federal funds become available the Berlin Police Department will seek the 50% match.

Councilor Paonessa moved to purchase new Ballistic Vests for all sworn officers using funds from the Uniform Account for an amount not to exceed \$42,000.

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 sign the DOT Maintenance Agreement authorizing the installation of Flock Cameras on State roads. – Police**

Deputy Police Chief Gallupe stated the Flock Camera System was previously approved by Town Council. Flock handles all the necessary permits as well as installation and maintenance of all Flock cameras and as a part of this permitting process there is a standard DOT Maintenance Agreement

that needs to be signed by the Town of Berlin to get the permissions needed for Flock to complete the installation of the cameras on state roads.

Councilor Coppola moved to authorize the Town Manager to sign the DOT Maintenance Agreement authorizing the installation of Flock Cameras on State roads.

Seconded by Councilor Rosso.

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

Against: Councilor Paonessa.

Vote being 4-1 (MOTION CARRIED)

8. **Topic re: Authorize the Town Manager to sign a Project Authorization Letter for the preliminary engineering and right of way phase of a Carbon Reduction Program Sidewalk program grant for sidewalk segments on the following streets: Worthington Ridge, Peter Parley Row, Lower Lane, Meadow Lane, Toll Gate Road, and Main Street, East Berlin, subject to the review and approval of Corporation Counsel, and to authorize a \$146,000 local match for the preliminary engineering and right of way phase from the Grant Road Improvement account. – Economic Development**

Town Manager Curley stated that during previous Town Council discussions of the Carbon Reduction Program Sidewalk grant program it was determined by the DOT that the actual cost of the project was going to be more than anticipated and the Town's local match would be \$146,000.

The Town is planning to use Grant Road Improvement account funds for this match and staff has been researching to determine if these funds are eligible to be used for this purpose. So far nothing has been found that states that they cannot be used however the Town Manager will come back to the Council if it is determined otherwise.

Councilor Paonessa moved to authorize the Town Manager to sign a Project Authorization Letter for the preliminary engineering and right of way phase of a Carbon Reduction Program Sidewalk program grant for sidewalk segments on the following streets: Worthington Ridge, Peter Parley Row, Lower Lane, Meadow Lane, Toll Gate Road, and Main Street, East Berlin, subject to the review and approval of Corporation Counsel, and to authorize a \$146,000 local match for the preliminary engineering and right of way phase from the Grant Road Improvement 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)

9. **Topic re: Review and discuss the Berlin High School Flooring Investigation Report provided by Wiss, Janney, Elstner Associates, Inc. of Shelton Connecticut. Also review and possibly act on the estimates, quotes or proposal provided by on call and national contractor Belfor of**

**Wallingford, CT for funding and action items needed to address the flooring at Berlin High School per the Wiss, Janney, Elstner Associates, Inc. report issued. – Facilities**

Facilities Director Doug Solek stated that as discussed at a prior Town Council meeting the bio-based floor tile at Berlin High School began to show discoloration. The Council referred the project to the Public Building Commission (PBC) for further review who then hired Wiss, Janney, Elstner Associates, Inc. (WJE) to review the findings and provide a report of those findings with recommendations. Mr. Solek introduced John Cocca from WJE.

Mr. Cocca stated that the Flooring Investigation Report was prepared, and recommendations were provided by WJE as to what needs to be done to address the issue. WJE has an interim repair solution to locally remove the problematic areas which is to be done this summer with the larger repair to be done the following summer. WJE is working with the Facilities Director to get the right contractors and pricing together for that work.

Mayor Kaczynski added that the findings and report were presented at the Berlin Board of Education meeting and added that the air is safe in the school as the floor is sealed. The project will begin with replacing the tiles that are currently showing discoloration. Mr. Solek added that they are meeting with mitigation contractors and are just waiting for a little more clarification on the scope to begin the spot repairs. Town Manager Curley stated that this item will also be on the next Council agenda in order to keep the project moving.

Mr. Solek stated that the stopgap will be the placement of a vinyl tile with a design architect determining the final solution for the issue. Town Manager Curley added that WJE will be identifying the tiles to be removed, not Town staff.

NO ACTION NEEDED

**10. Topic re: Waive the Town's bidding procedures and utilize the on-call vendor list and approve a purchase order to Earth Contractors in the amount of \$50,000 the site work needed for the Berlin Public Schools full-day Pre-K program. – Board of Education**

Director of Finance & Operations for the Board of Education Ashley Dorsey stated that Berlin Public Schools is expanding the current Pre-K program to a tuition-based full-day program for the upcoming school year. Currently, the program operates solely at Willard Elementary School with four classrooms in two half-day sections/day.

The full-day program requires an additional Pre-K classroom and the district has determined that the child development classroom at Berlin High School will serve as the fifth classroom. This classroom requires minimal modifications within the building; however, it will require changes to the exterior to include a fenced-in outdoor recreation area. The Board of Education received \$50,000 from the Community Foundation of Greater New Britain to fund the cost of an outdoor play area.

In the fall of 2024 Earth Contractors issued an estimate to provide a safe and level area for the Pre-K program. The Board of Education is seeking Council approval to utilize the on-call vendor list to provide site modifications for the school sponsored program. Ms. Dorsey added that construction would begin as soon as school is out for the summer.



As no specifications were provided for the outdoor play area and retaining wall Mayor Kaczynski asked Ms. Dorsey to provide those as part of the Council approving this item.

Councilor Paonessa moved to waive the Town's bidding procedures and utilize the on-call vendor list and approve a purchase order to Earth Contractors in the amount of \$50,000 the site work needed for the Berlin Public Schools full-day Pre-K program.

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: Approve quote letter from on- call contractor Aresco Construction of Middletown, CT for an amount not to exceed \$71,000 for related construction work and repairs within the original two student restrooms at Willard School which includes prevailing wage. Also approve the quote from on -call contractor and State Contractor Central Mechanical Services of Cromwell, CT for an amount not to exceed \$78,000 for related plumbing work within the original two student restrooms at Willard School which includes prevailing wage. – Facilities**

Town Manager Curley introduced this item stating that funding for the project was provided by a non-budgeted appropriation earlier this year.

Facilities Director Solek stated that the piping in the Willard School bathrooms is original to the 1950s. Some of the drains and urinals were backing up and through camera inspection it was discovered that piping had deteriorated and collapsed. The scope of work was determined by the budget provided and will include excavating the slab, redoing the piping, carriers for fixtures, and toilets. The sinks use a different route for piping, so they do not need to be replaced.

Councilor Paonessa moved to approve quote letter from on-call contractor Aresco Construction of Middletown, CT for an amount not to exceed \$71,000 for related construction work and repairs within the original two student restrooms at Willard School which includes prevailing wage.

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 approve the quote from on-call contractor and State Contractor Central Mechanical Services of Cromwell, CT for an amount not to exceed \$78,000 for related plumbing work within the original two student restrooms at Willard School which includes prevailing wage.

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: Approve the proposal received by Musco Sports Lighting of Oskaloosa, IA for an amount not to exceed \$321,000 utilizing Sourcewell Contract No. 041123-MSL which includes a 10 percent project contingency and as reviewed and approved by the PBC for the LED Lighting Upgrades at the Sage Park Softball and Baseball Fields. – Facilities**

Town Manager Curley introduced this item stating that funding for the project was provided by a non-budgeted appropriation earlier this year.

Facilities Director Solek stated that several LED upgrade options were reviewed and submitted to the Public Building Commission (PBC) for review and recommendations. At the PBC meeting on May 8, 2025, the decision and recommendation to proceed with the quote received from Musco Sports Lighting in the amount of \$292,000 was approved. A ten percent project contingency is requested bringing the total project cost to an amount not to exceed \$321,200. The products are made in the U.S. and fully warranted for parts and labor.

The project will be submitted to Eversource for review with the intent of the Town being eligible to qualify for any potential incentives and rebates. Project funding was provided from the Berlin High School Renovation Reimbursement for Phase 1 of the Sage Park Field Lighting Upgrades which include the Softball and Baseball Fields.

Town Manager Curley stated that a previous suggestion to work with Eversource to install the lights as a training exercise for linemen did not work out.

Councilor Paonessa moved to approve the proposal received by Musco Sports Lighting of Oskaloosa, IA for an amount not to exceed \$321,000 utilizing Sourcewell Contract No. 041123-MSL which includes a 10 percent project contingency and as reviewed and approved by the PBC for the LED Lighting Upgrades at the Sage Park Softball and Baseball Fields.

Seconded by Councilor Coppola.

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

Vote being 5-0 (MOTION CARRIED)

**J. TOWN MANAGER'S REPORT:**

- The Senior Center was awarded the 2025 Programs of Excellence Award from the National Institute of Senior Centers for their Inspiring Kindness and Gratitude initiative. The Town Manager congratulated Tina Doyle and her staff.
- On Thursday May 29<sup>th</sup> at 2:30 p.m. there will be a celebration at the Senior Center in honor of their 40<sup>th</sup> anniversary.

- Thomas Clark, a sophomore at UConn, is interning with the Town this summer working on projects in the Planning and Zoning office as well as the Town Manager's office. Thomas is interested in a career in municipal government as well as law.

One of the projects that Thomas will be working on is a town e-newsletter to help improve communication with Berlin residents.

- The second Budget Referendum will be held on Tuesday May 27<sup>th</sup>. Polls are open from 6:00 a.m. to 8:00 p.m. and absentee ballots are available until Friday in the Town Clerk's office.
- A motor vehicle on neighboring property was damaged by an errant golf ball from the third hole at Timberlin Golf Course. The Town has reached out to the property owner advising of the process for filing a claim with the Town Clerk's office which is then sent to the Town's insurance carrier for review, although they have not been able to speak with them directly.

Director of Golf Sol Guerrero stated that the Golf Commission has discussed installing netting in the area but determined that it can be quite pricey.

- Several staff members are working on the *It's All in Berlin* website to add more information and town events to the community calendar.
- The 2025 Connectivity Grant application for sidewalks in the areas of Hubbard and Griswold Elementary Schools is due tomorrow. A public informational session was held last week with some residents expressing concerns related to which side of the street sidewalks would be placed.

Although it is too late to revise the grant application at this time, the Town Manager suggests applying for the grant and if funds are received then look to add sidewalks in a way that residents can feel more comfortable with.

#### **K. SPECIAL COMMITTEE REPORTS:**

Mayor Kacynski stated that the Ordinance Committee met this evening to discuss the noise ordinance. The hertz measurement will probably be added to the ordinance, and the sound consultant is looking at the Town's equipment.

#### **L. COUNCILORS' COMMUNICATION:**

Councilor Pruzin inquired about the status of the possible YMCA project. Town Manager Curley stated that survey work was done in relation to the former Senior/Community Center proposal which the Town thought could be turned over to the YMCA, but the format of the data was not going to work for them. Public Works Director Mike Ahern is working to obtain the updated information for the YMCA. Soil sampling of the property still needs to be obtained, and the Town is hoping to be on the schedule for June.

Councilor Pruzin inquired about the status of placing Karen Pagliaro on to the VNA Board which was tabled at a previous meeting. Mayor Kaczynski stated that conversations were held with all involved and that the appointment will be made at the next Town Council meeting.

**M. ACCEPTANCE OF MINUTES:**      **April 30, 2025 (Bright Feeds Update) No Vote Needed**  
**May 6, 2025**

Councilor Paonessa moved to accept the May 6, 2025 Town Council Meeting minutes 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)

Councilor Paonessa moved to add Executive Session; Pending Litigations – C.G.S.S. Sec. 1-200 (6) (B) strategy and negotiations with respect to pending claims or pending litigation - Eversource to the agenda.

Seconded by Councilor Coppola.

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

Vote being 5-0 (MOTION CARRIED)

**N. EXECUTIVE SESSION:**

**Pending Litigations – C.G.S.S. Sec. 1-200 (6) (B) strategy and negotiations with respect to pending claims or pending litigation - Eversource**

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 claims or pending litigation – Eversource at 8:31 p.m. Invited in; Town Manager Curley, Corporation Counsel Donofrio, and Assessor Joe Ferraro.

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 8:51 p.m.

**O. ADJOURNMENT:**

Councilor Paonessa moved to adjourn the meeting at 8:51 p.m.

Seconded by Councilor Rosso.

*2025-05-20 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