Annual Report

Town of Coventry
Connecticut

Fiscal Year
July 1, 2011 –
June 30, 2012

Office of the Town Manager
1712 Main Street
Coventry, CT 06238

860-742-6324
www.coventryct.org
Above: *Folly Lane in Autumn* by Truman Schlehofer, Overall Winner in the Adult Category of Coventry’s 300th Anniversary photo contest.

Front cover: Seasonal winners from the Adult Category of 300th Anniversary photo contest.
Top to Bottom:
- Spring at Coventry Lake by Carol North
- Summer at Patriots Park by Konrad Mroczek
- Fall at Hale Homestead by Gino Loricco
- Winter at Bunker Hill Road by Nan Kandolin

Youth contest winners are featured throughout this report. See pages 3, 5, 63, 87 and 119.
TOWN OF COVENTRY
ANNUAL REPORT
FY 2011 – 2012

View of Coventry by Dan Manzi,
Overall Winner in Youth Category,
300th Anniversary Photo Contest.
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Right: The Town crest. The motto, Altiora in voitis, in Latin, translates as “I pray for the higher things.”
Town Council

After being sworn in on November 9, 2011, the newly elected Council got to work on developing council goals and priorities for itself, as is the practice for new Coventry Town Councils. The overall purpose is to create a framework for decision-making and action for the Council, itself, as well as for the Town Manager and his staff.

Our council goals and priorities for the fiscal years 2011 and 2012 fall under the following categories: Financial Management; Land Use and Economic Development; Citizen Involvement and Communications, Municipal Infrastructure and Services; Community Quality of Life.

I am pleased to report that the Council has made good progress in each of these categories. Following are just a few of them:

- **Financial Management:** The Council began the budget process by meeting with many of the various department/agency heads to better understand service requirements and budget proposals. Then we undertook our deliberations with the goal of preserving appropriate levels of town and educational services and programs while at the same time recognizing economic reality. The result was Council agreement on a budget that kept the mil rate at 27.0, thereby requiring no increase in taxes. Our citizens voted their approval on May 8, 2012 by passing it first time around. It was the third budget in a row that passed on the first vote.

- **Land Use and Economic Development:** One of our Council priorities was to determine what to do with the old Town garage on Bradbury Lane. It was decided that we should issue an RFP to see if there was interest in purchasing the property. A firm, Earth Dynamics, LLC, an excavation contractor, submitted a proposal to purchase in October 2012 and the Council agreed to move forward with the required next steps, including a Town Meeting to approve the transaction. If approved and the sale is consummated, it is projected that the Town will be receiving approximately $30,000 annually in tax revenue from Earth Dynamics.

- **Citizen Involvement and Communications:** We have increased communications to our citizens by preparing and issuing explanatory texts for all scheduled town meetings/referenda on budgets and general bond resolutions. The information is mailed directly to all households and provides background and financial detail for the budget and/or resolution. The Town Manager is also issuing a monthly Coventry Community update that lists upcoming Town meetings and events for the month. We have received very favorable feedback on this initiative. We continue to publish three town newsletters each year, broadcast Council and BOE meetings and have the recasts available via our town web site.

An important activity is attracting talented and enthusiastic volunteers to serve on the multitude of town boards, commissions and committees. The Council Steering Committee recruits on an ongoing basis so as to ensure a steady stream of candidates to fill vacancies as they occur.

- **Municipal Infrastructure and Services:** The Police Department interviewed and tested many, many candidates for the additional officer position that was approved in this fiscal year’s budget. An offer
was recently extended and accepted and the individual will be enrolled in the first CT Police Academy of 2013.

This fiscal year saw the dedication of the new Public Works Garage on Fern St. and the new North Coventry Fire Department on Main St. These projects were long in the making and the Council was delighted to have seen them through to completion. The school reroofing project was also completed this past August.

The renovations of the football fields at the closed landfill were finalized and we anticipate that they will be available for play in the Fall of 2013.

- **Community Quality of Life:** The Council approved an appropriation for the purchase and installation of lights at the H.S. athletic stadium. It also directed the establishment of an ad hoc committee to develop the concept plan and oversee the installation. This is a winner for everyone and reinforces the pride that we have as a community for our Coventry High School and its superb athletic programs and athletes!

2012 marked the 300th birthday of the Town of Coventry and a myriad of activities were planned and carried out throughout the year by the 300th Committee. Included was the 300th celebratory parade which took place on September 29th. It attracted many, many participants; floats, bands, police, fire department equipment and marchers.

The Council looks forward to the second year of its two-year term and pledges to carry out our responsibilities with responsiveness and determination. We are strongly committed to protecting the town’s interests and will work hard to do so.
Once a year we have the opportunity to look back on the accomplishments of the organization. The Town of Coventry had a year to take pride in. I am pleased to submit to the Town Council and citizens of Coventry the Town of Coventry’s Annual Report for the period of July 1, 2011 through June 30, 2012. It was an historic year and not just because we started a year-long celebration of the Town’s 300th anniversary. Please take the time to read the reports of the many departments and agencies to review the accomplishments.

The Town embarked on many projects focusing on our core infrastructure. We were able to complete construction on a new Public Works facility and replacement for North Coventry Fire Station while replacing three school roofs. Enhancements were made to Laidlaw Park and the closed landfill was converted to two athletic fields. The Board of Education conducted energy audits and implemented projects with a rapid payback. The Council authorized a 71 kWh photovoltaic array for the new Public Works facility under a private-public partnership. Design work also started for the replacement of the Pucker Street Bridge.

Other significant initiatives included formalizing a lease and sub-lease between Connecticut Landmarks and the Coventry Regional Farmers Market to establish a team relationship to allow construction of a Market barn on the grounds of the Nathan Hale Homestead. The success of the Market continues as a source of pride. Long-term waste issues were addressed with a decision not to renew with CRRA’s Hartford Trash to Energy plant and instead sign up with Willimantic Waste for solid waste and recycling disposal. We have also endured two major storms, Albert & Irene and parts of Town were without power for 7 to 10 days each.

We focused on efficiencies and created the State’s first multi-town Health Insurance pool. Working with neighboring towns we developed a Route 6 redevelopment action plan. Through the Windham Region Council of Governments we received grants to enhance the region’s Geographic Information System (GIS); a regional risk management study and shared capital equipment including pavement recyclers. Locally we embarked on “benchmarking” through a program named CPM 101 to allow comparisons between towns and also embarked on the first tax sale in a decade.

Financially it was a good year. We turned the corner and stabilized and improved our pension funding. General Fund balance increased and we had another clean audit. We were also able to submit and get approved a budget without a tax increase for FY 12/13. We were successful in getting grants for sidewalks to continue to the Middle School and fund the match for the State’s Rt. 31 curve project for sidewalks/streetscapes in the Village. We received $300,000 to continue our Housing Rehab program. We also applied for a STEAP grant for a lake gate upgrade and a separate Main Street enhancements grant.

The 300th Anniversary celebration started off with the mystery of the time capsule which we could not find and assume remains buried. A parade was funded and planned. A group raised funds and brought Capt. Nathan Hale home in the form of a bronze statue on the Veterans’ Memorial Green. We thank the 300th Anniversary Committee for all their efforts and many other events.

Not wanting to be stuck in the past we embarked on many technological improvements. Land records were enhanced to allow online searches, monthly e-blasts were sent out to our citizens, police cars gained access to
the Dispatch software, maps of walking trails were produced on GIS, and our radios were “trunked” to allow enhanced service by picking out the closest tower.

On a personal note, I was recognized for 30 years of government service by ICMA and elected chairman of CIRMA (municipal insurance pool), secretary of the Council of Small Towns and appointed to the Budget and Personnel Committee of the Connecticut Conference of Municipalities (CCM).

As you can see the Town moved into the future while humming “Happy Birthday” for the full year.

Respectfully submitted,

John A. Elsesser
Town Manager
TOWN OFFICIALS

Above: State and local officials pose with Town staff at the construction site of the new Yankee Post and Beam Barn on the grounds of the Nathan Hale Homestead. The barn was won by the Coventry Regional Farmers Market during a nationwide contest in the summer of 2011.
OFFICERS, BOARDS, COMMISSIONS
As Of June 30, 2011

ELECTED

TOWN COUNCIL
Elizabeth A. Woolf
William J. Zenko
Julie A. Blanchard
Steven L. Hall
Lisa D. Thomas
Valdis Vinkels
Richard L. Williams

BOARD OF EDUCATION
John M. Barrett
Jennifer E. Beausoleil
Mary Ann T. Emamele
Mary S. Mottmann
Mark N. Malcolm
Eugene T. Marchand
Cheryl A. Trudon

BOARD ASSESSMENT APPEALS
Steven W. Anderson
Marcella C. Fahey
Erin Emily Henry
Robert Kramer
Robert McMahon, Jr.

ZONING BOARD OF APPEALS
Charles Clapp, Jr.
David S. Eddy
Thomas Pope
Jeffrey Shorts
Erik A. Williams

EZA ALTERNATES
Jacques R. Collard
John E. Henry
William J. Riordan

REGISTRAR OF VOTERS
Marjorie L. Roach
Inge Pope

JUDGE OF PROBATE
Claire T. Tweddy

JUSTICE OF PEACE
Constance Anderson
Albert E. Bradley
John M. Barrett
Marnelle McAlister
Marcella Fahey
Dorothy M. Grady
Jesse H. Haskell
Paul F. Jakowski
David E. Lamb
Glen Meech
Martha E. Miranda
Patricia Naegele
Thomas Pope
Shannon M. Ransom
Sondra A. Stave
Shelton J. Stewart

APPOINTED

TOWN MANAGER
John A. Elseemer

TOWN ATTORNEY
Duncan Forsyth

SUPERINTENDENT OF SCHOOLS
Donna Bernard, PhD

AUDITOR
Blum Shapiro

FINANCE DIRECTOR/TREASURER
Elizabeth Bauer

CHIEF OF POLICE
Mark A. Palmer

DIRECTOR OF HEALTH
Robert Miller

TOWN CLERK/TREASURER
Susan J. Cyr

TAX COLLECTOR
Linda L. Greenbacker

ASSESSOR
Michael D'Amico

HUMAN SERVICES
ADMINISTRATOR
Courtney Chan

YOUTH SERVICES
ADMINISTRATOR
Crystal Morawitz

SENIOR CENTER COORDINATOR
Joan Cros

BUILDING OFFICIAL
Joseph Callahan

SANITARIAN
Glenn Bagdolian

PUBLIC WORKS DIRECTOR
Timothy Webb

TOWN PLANNER
Eric M. Trott

ZONING AGENT
Bonnie Potocki

TOWN ENGINEER
INLAND WETLANDS AGENT
Todd Fennery

RECREATION DIRECTOR
Wendy L. Rubin

CANINE CONTROL
John H. Chipman, III

EMERGENCY MANAGEMENT
Noel Waite

Municipal Agent
Dorothy M. Grady

PUBLIC HEALTH
Visiting Nurse Health

BURNING OFFICIAL/FIRE MARSHAL
Noel Waite

TREE WARDEN
Douglas Reese
Tim Webb

RLDG CODE BD APPEALS
Brian W. Canny
David Eddy
Richard Pelletier
Michael F. Cleary
John N. Motyczka

CEMETERY
Deborah L. Blakeley
Thomas Boudreau
Sherry L. Chapman
Michael Griswold
1 vacancy

CONSERVATION COMM
Robert J. Galliano, Jr.
Arthur Hall, Jr.
Leroy Lowe, Jr.
Paul C. Manzons
James C. Parra
Robert P. Proctor
Roy A. Shook, Jr.

ECONOMIC DEVELOPMENT COMM
Barbara Barry
Samuel Belsito
Richard Giggey
William J. Jobbagy
Mark C. Lavoit
Timothy Lipton
Carol Polk
Sondra A. Stave
Roberta Wilmot

HOUSING AUTHORITY
Albert E. Bradley
Marilena B. Barrette
Harlen W. Fairbanks
Paul Grandpre
Lorraine L. Lynch
HUD HOUSING REHAB/FAIR HOUSING COMMITTEE
Albert Bradley
Thomas W. Brainard
Mark C. Lavitt
Marjorie L. Roach
1 vacancy

INSURANCE ADVISORY
Christopher J. Belliveau
Samuel P. Belzito III
David E. Forte
Frank S. Mansella
Paul G. Noel

PARKS & RECREATION
Sean S. Butler
Jennifer L. Byes
Todd S. Cancelliere
Antonia C. Conti
Ronald J. Figlela
Jared Lucre, Sr.
Jennifer M. Ojala

PARKS/RECREATION ALTERNATES
Teresa S. Merisotis
2 vacancies

COVENTRY/VISION COMMITTEE
David Lamore
Jennifer A. Mounier
Robert A. Plant
Bruce M. Stave
1 vacancy

PENSION & RETIREMENT
Benedict D. Emanuele
Paul E. Jatkowski
Robert Mursyn
David C. Powers
Carla M. Revett

PERSONNEL APPEALS BOARD
Benedict Emanuele
Peter L. Halvorson
Paul F. Jatkowski
Barbara E. Riordan
Linda A. Scussel
2 vacancies

PLANNING & ZONING COMMISSION
Raymond P. Giglio
William Jobbagy
Jonathan Kreisberg
Christine Pattee
Robert A. Wilmot

P&Z ALTERNATES
Michael E. Griswold
Darby L. Pollansky
Carol F. Polsky

INLAND WETLANDS AGENCY
Raymond D. Chicoine
Charles S. Clapp, Jr.
Lori J. Mathieu
Darby L. Pollansky
Thomas E. Woolf

INLAND WETLANDS ALTERNATES
Michael John Burokas
David W. Sudich

SCHOOL ROOF BUILDING COMMITTEE
Jeffrey S. Arn
Harvey R. Barrette, Jr.
Raymond P. Giglio
Robert J. Lezotte
Cheryl A. Trudon

PUBLIC WORKS BUILDING COMMITTEE
Karl F. Acimovic
Paul F. Carl
Robert F. Lezotte
Mark A. Messier
John L. Tweddy

WATER POLLUTION CONTROL AUTHORITY
Richard W. Brand
Suzan E. Jamaitis
Daniel R. Murphy
Matthew J. Tweddy
Lyndon Wilmot

HUMAN RIGHTS COMMISSION
Albert R. Bradley
Thomas W. Brainard
Amy S. Eizer
Michael J. Kurpiewski
Patricia F. Naegeli

YOUTH ADVISORY BOARD
Annie Bobbitt
Phyllis C. Bishop
Terrie Carpenter
Maria L. Genca
David J. Hoyt
Florence LaJeunesse
Roger J. LaPierre
Paul C. Mansone
Michael McDonagh
Gayle Molleur
Crystal Moseswit
Elizabeth R. Murphy
Kathy Walker

VETERANS MEMORIAL COMMISSION
Leroy A. Lowe, Jr.
Bonnie Ohlund
Eric Ohlund
Joseph Reccesso, Sr.

William H. Root
Donna L. Sanborn-LeDoyt
Richard C. Sanborn, Jr.

N. COVENTRY FIRE STATION BUILDING COMMITTEE
Charles S. Beecher
Kenneth M. Boutin
Paul F. Carl
Rick W. Landry
Scott Morris

LOCAL EMERGENCY COORDINATING COMMITTEE
Julie Blanchard, Council
Leonard Bragdon, CVFA
Joseph Carilli, CVFA
John Elsesser, To. Mgr.
Noel Miller, NCVD
Scott Morris, NCVD
Mark Palmer, Police Chief
Tim Webb, Public Works
William Zenko, Council

ENERGY CONSERVATION /ALTERNATIVE ENERGY
Jennifer Jillson
Matthew Mullen
Paul Noel
Wayne Vasiencourt
1 vacancy

TERCENTENARY COMMITTEE
Andrea Ader
Joyce Chellatorp-Bonney
Virginia Dilk
William Jobbagy
Beverly R. Rice

ROUTE 31 ADVISORY
Karl Acimovic
William Jobbagy
Mark Lavitt
Patricia Felksy
Michael Williams

AD-HOC CONSERVATION CORPS
Michael Griswold
Robert Proctor
Eric Thomas
Jasmine E. Wolf
1 vacancy

HEALTH DISTRICT
John A. Elsesser
M. Deborah Walsh
1 vacancy

CORRECTIONAL FACILITY LIAISON
Walter Solenski, Jr.

MUNICIPAL HISTORIAN
Vacant
CT WATER CO.
ADVISORY
Albert Landry, Jr.

WINDHAM REGIONAL
COMMUNITY COUNCIL REP.
Marjorie Roach

CABLE TELEVISION ADVISORY
COMMITTEE
Joan Meldrum
Kathleen Elliott
Steven King, Jr.

WINCOG
Alexander S. Acimovic
Arthur Hall

WINDHAM REGIONAL TRANSIT
Marjorie Roach

REGIONAL MENTAL HEALTH
Christine J. Brunell

REGIONAL FEDERATED
SERVICES FOR OLDER
AMERICANS
Marjorie L. Roach
1 vacancy