



Town of Suffield

Annual Report
Fiscal Year 2021-2022



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PRINCIPAL TOWN OFFICIALS

June 30, 2022

BOARD OF SELECTMEN

Colin Moll, First Selectman
Mel Chafetz, Selectman
Kathleen Harrington, Selectman
Peter Hill, Selectman
Jeremiah Mahoney, Selectman

BOARD OF FINANCE

Ryan Anderson, Chairperson
Chris Childs
Tracy Eccles
Eric Harrington
Ann Huntington Mickelson
Brian Kost
J. Michael Stevens (Alternate)
Mark Sinopoli (Alternate)
Michael Haines (Alternate)

BOARD OF EDUCATION

Susan Davis, Chairperson
Glenn Gazdik
Joshua Barrows
Jamie Drzyzga
Brian Fry
Melissa Finnigan
Maureen Sattan
Alexander M. Sepko
Debra Dudack



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GENERAL GOVERNMENT

Animal Control Officer, Ryan Selig
Assessor, Lisa Trase
Building Inspector, Edward Flanders
Town Engineer, Karen Isherwood
Director of Finance, Eric Remington
Fire Chief, Charles Flynn
Highway Foreman, Mark Cervione
Director of Human Resources, Karin Ziemba
Director of Information Technology, Rebecca Osleger
Library Director, Jacqueline Hemond (Interim)
Parks and Recreation Director, Peter Leclerc
Planning & Zoning Director, Bill Hawkins
Chief of Police, James Canon
Public Works Facilities Director, Christopher Matejek
Senior Center/Mini Bus Director, Paula Pascoe
Tax Collector, Jill Schechtman
Town Clerk, Kathleen Dunai
Town Treasurer, Kimberly “Kacy” Colston
Registrar of Voters (Republican), Darlene Burrell
Deputy Registrar (Republican), Lisa Shelanskas
Registrar of Voters (Democrat), Lynn Joyal
Deputy Registrar (Democrat), Cathy McKeen
Suffield Volunteer Ambulance Association Chief, John Spencer
Youth Services Director, Kathleen Powers
Zoning Enforcement Officer, James Taylor

TOWN COUNSEL

Derek Donnelly

EDUCATION

Superintendent of Schools, Timothy Van Tasel
Business Manager, Bill Hoff
Director of Facilities, Larry Plano



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Assessors Office

The Assessor's Office is responsible for discovering, listing and valuing all real estate, taxable motor vehicles and personal property in Suffield. Their primary goal is to insure that the assessed value of individual taxpayers is correct so that each taxpayer pays no more than his/her fair share of the property tax.

Lisa Trase was appointed as Assessor effective 7/1/21. Lisa attained the highest possible level of state certification (CCMA II) in October 2021. The Town thanks Donna Murphy for serving as the certified Assessor since mid-2018. Tyler Devine joined the Department as the Assistant Assessor in September 2021.

Total Assessed Property Value in Suffield (aka Gross Grand List)		\$2,024,906,120
Tax Exempt Property	-	\$486,079,860
Gross Taxable Grand List	=	\$1,538,826,260
Exemptions for Taxable Property	-	\$27,289,292
Net Taxable Grand List	=	\$1,511,536,968





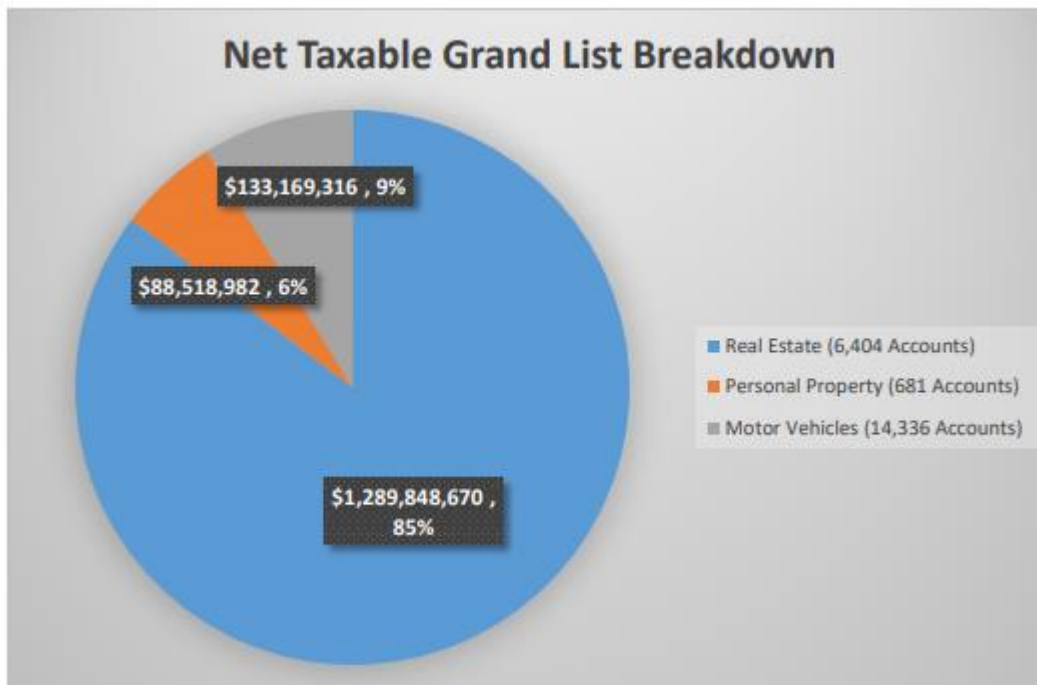
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The following chart shows 2020 Net Taxable Grand List growth:

Classification	2019 Net Taxable Grand List	2020 Net Taxable Grand List	\$ Difference	% Diff
Real Estate	1,279,025,980	\$1,289,848,670	\$11,515,750	.85%
Personal Property	\$87,153,553	\$88,518,982	\$1,498,779	1.57%
Motor Vehicles	\$121,923,687	\$133,169,316	\$12,108,368	9.22%
FINAL TAXABLE GRAND LIST	\$1,488,103,220	\$1,511,536,968	\$23,433,748	1.57%

Grand list growth was split between Real Estate and Motor Vehicles. New construction of residential properties continued through the pandemic mostly in the subdivisions of Arbor Way, Hidden Way and Stonegate Lane. On the Commercial side, the construction of Broad Brook Brewery was completed as well as a large addition at United Gear. Prices for used cars, trucks and SUVs rose remarkably all summer long as demand far outstripped supply. Vehicle values and assessments typically decrease but nearly 2100 vehicles from the 2019 Grand List increased in value on the 2020 Grand List.

The 2020 net taxable Grand List for the 2021-2022 fiscal year was \$1,511,536,968 which was used to develop a mill rate of 28.64 mills. The mill rate times the net assessment for each property creates the tax bill for that property.



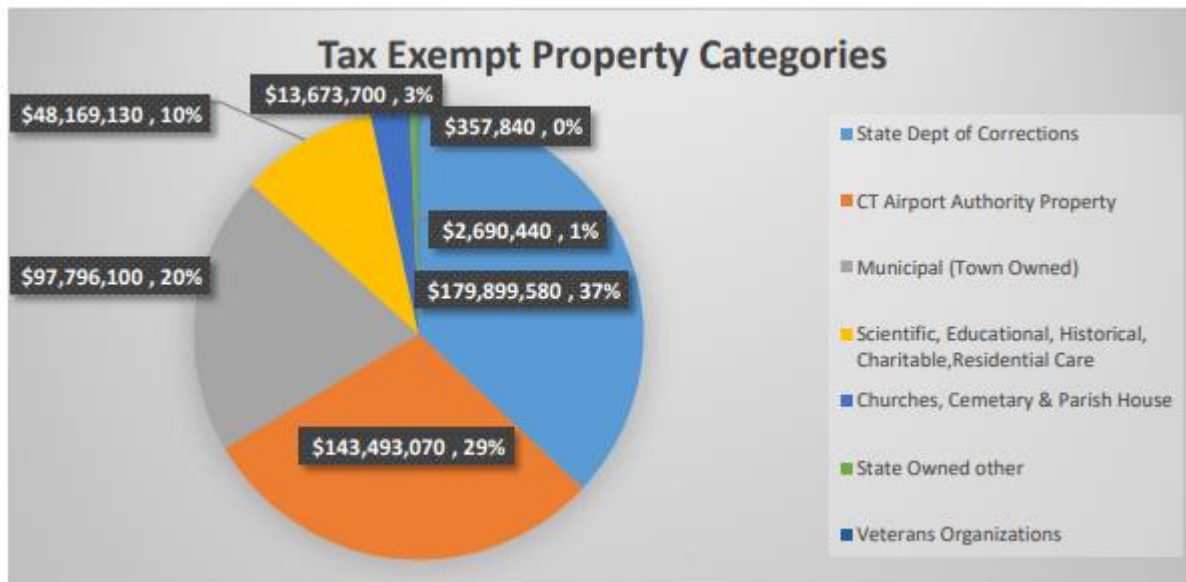


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The Tax-Exempt Grand List was \$486,079,860 (24% of the Gross Grand List) and was split between these categories:

Tax Exempt Property Categories

		%
Municipal (Town Owned)	\$97,796,100	20.12%
Scientific, Educational, Historical, Charitable, Residential Care	\$48,169,130	9.91%
Churches, Cemetery & Parish House	\$13,673,700	2.81%
Veterans Organizations	\$357,840	0.07%
State Dept. of Corrections	\$179,899,580	37.01%
State Owned other	\$2,690,440	0.55%
CT Airport Authority Property	\$143,493,070	29.52%
	\$486,079,860	100.00%





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Exemptions to the Taxable Grand List are categorized as follows:

Exemptions for Taxable Property

Veteran's Exemptions (Non Reimbursed)	\$2,286,174
Additional Veteran's Exemptions (Reimbursed)	\$238,000
Totally Disabled Exemption (Reimbursed)	\$35,800
Blind Exemption	\$23,000
Solar Energy	\$2,218,350
Farm Equipment, Farm & Mechanic Tools	\$1,326,290
Exempt Personal Property for Town Use	\$228,528
Commercial Vehicles (M65)	\$130,080
Manufacturing Equipment	\$20,803,070
	\$27,289,292

Board of Selectmen

In FY 21-22 Melissa M. Mack completed her 6th term in office. On November 16, 2021 the town welcomed Colin Moll who assumed the role of Suffield's First Selectman. First Selectman Moll was joined by Board of Selectmen (BOS) members Mel Chafetz, Kathleen Harrington, Peter Hill and Jeremiah Mahoney.

Building Department

The Intent of the State Building Code

The purpose of the State Building Code is to establish minimal requirements to safeguard the public safety, health and general welfare through affordability, structural strength, means of egress facilities, stability, sanitation, light and ventilation, energy conservation, safety to life and property from fire and other hazards attributed to the built environment and to provide safety to fire fighters and emergency responders during emergency operations.

Duties of the Building Department

The Building Official is directed to enforce the provisions of the State Building Code. The Building Department conducts the required inspections as defined by the State Building Code, including the review of permit applications, construction documents, reports, shop drawings, and specifications. The inspectors verify that the construction and work performed meets the intent of the State Building Code to maintain health and life safety.

The Provisions of the Code Apply to the Following:

The construction, alteration, movement, enlargement, replacement, repair, equipment installation, use and occupancy, location, removal and demolition of every building or structure or any appurtenances connected or attached to such buildings or structures.

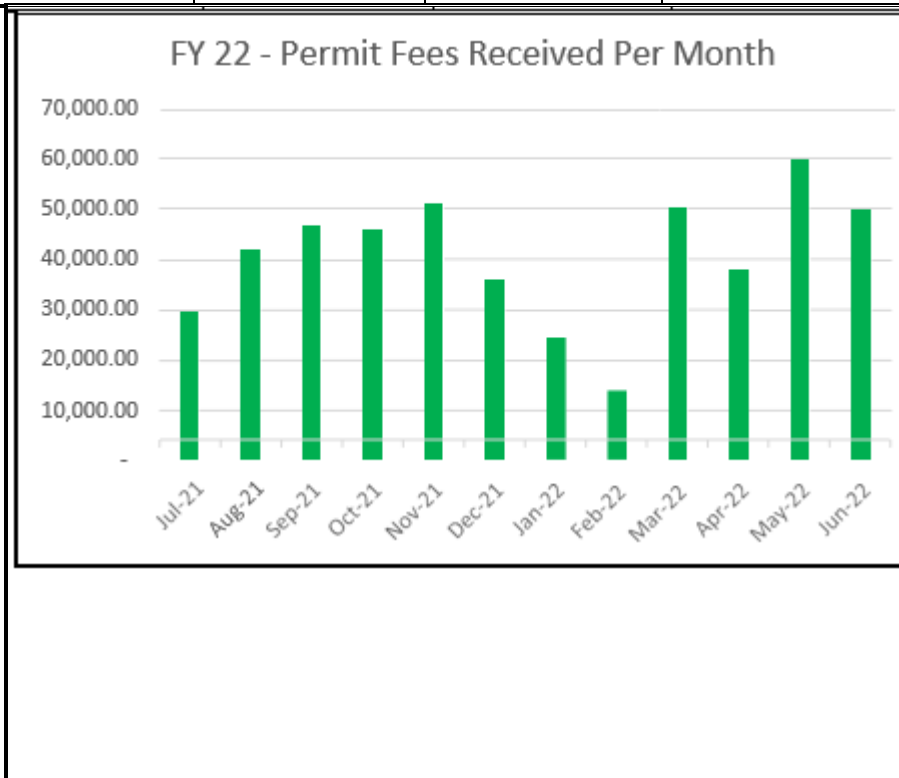


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Accomplishments:

- Building Official and Assistant Building Official attendance at the New England Building Official's Education Association Conference at Amherst, MA.
- Continuing education course attendance per CT General Statute 29-262 to maintain the 90-credit requirement for every consecutive 3-year cycle.
- Open.Gov online permit application improvements
 - Responding to customer feedback
 - Updating online forms

FY 22 - BUILDING DEPARTMENT STATISTICS				
Type of Permit	FY 19	FY 20	FY 21	FY 22
Single-Family New Homes	30	22	47	37
Residential – Interior Renovations & Additions	346	295	328	442
Commercial Buildings – New Buildings & Renovations	14	21	24	24
Inspections Conducted	3576	3139	3736	3656
Construction Value of Permits	\$ 28,312,118	\$ 24,318,913	\$ 44,259,388	\$ 39,079,030
Total Number of Permits	1272	1253	1411	1399
Permit Fees Received	\$ 371,883	\$ 327,436	\$ 524,290	\$ 485,504





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The Conservation Commission has the responsibility to monitor and regulate activities that directly impact Suffield's watercourses, inland wetlands, and aquifers through the process of review and establishing regulations based on the Clean Water Act (Public Act 155), U.S. Environmental Protection Agency, and Department of Energy and Environmental Protection (DEEP). Suffield has a



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comprehensive guide for local use in its **Regulations of the Suffield Conservation Commission**. This document cites regulations that require applications for any land use activity within a wetland or buffer area. It is the responsibility of any individual whether homeowner, farmer, or developer to review and seek compliance with these regulations prior to making changes to the land. As land use continues to grow in Suffield what many consider marginal land, wetlands, will invariably come under increased pressure for development.

During the past year, the following actions have been taken by the Conservation Commission:

Applications acted upon	8
Approval for home(s) construction	7
Commercial	1

Sunrise and Stony Brooke Parks continue to support a high volume of use by residents and guests. The pavilion at Sunrise Park is booked each weekend from May through October. Early reservations are critical if residents wish to use the facility. Residents are free to enjoy the parks from sunrise to sunset throughout the year by taking advantage of the hiking, fishing, swimming, and recreational resources available.

Commission accomplishments in the 2021-22 fiscal year include the following:

- Finalized the design plans of bringing the pavilion at Sunrise Park into compliance with the Americans with Disabilities Act (ADA). Work will include construction of a new ramp and deck, access walkway to the pavilion, and designated handicap parking spaces close to the pavilion.
- Hosted a fishing derby for kids at Sunrise Park's White's Pond and hoping to make it an annual event again. Special thanks to the Suffield Parks and Recreation Department for their assistance in making this event happen.

The Conservation Commission also appreciates the past and future work that the Highway and Public Works departments conduct at the Parks.

Economic Development Commission

The Economic Development Commission (EDC) works with staff to advance economic and community development projects while providing support to other town commissions and committees as needed. The following are highlights of the Commission's work for the year.

- Supported the creation of a part-time Economic Development Coordinator position in the budget. This position will work closely with the EDC to implement their business expansion and retention, marketing, and community development goals for the Town.
- Contributed to the creation of a tax abatement ordinance with staff and the Town Attorney.
- Coordinated grand opening ribbon cuttings for the Bistro Café at 66 North Main Street and XGT Fitness located at 138 Mountain Road.
- The EDC regularly invites local business owners and other guests to their monthly meetings to discuss the business and offer assistance. This year, the EDC spoke with the owner of Suffield Village Market, Laureno Enterprises, and the Women's Business Development Council among others.
- Developed a questionnaire and began a business outreach program to better understand the needs of local businesses.



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The EDC works hard at diversifying the tax base, as well as enhance the quality of life in the community. Anybody interested in opening a business in Suffield should contact the Economic and Community Development office at 668-3849.

Fire Commission

The Board of Fire Commissioners carries out all duties and responsibilities granted in Special Act No. 89, an Act establishing a Fire Department in the Town of Suffield and by Town Charter. Established in 1945 by the state legislature to organize and maintain a town fire department, the Fire Commission consists of six electors who are resident taxpayers and serve a four-year term.

In FY 21-22 the Fire Department responded to 825 calls of which 80% of these requests occurred Monday through Friday between 7 am and 7 pm, when most volunteers are at their place of work. 71 % of their total call volume occurs Monday through Friday.

Human Resources Department

Recruitment

(39) FY 21 - 22 New Hires

- Assessor
- Interim Library Assistant
- Parks & Recreation Sports Programmer
- (2) Office Cleaners
- Assistant Assessor
- WPCA Assistant Business Administrator
- Permanent Building Commission Recording Secretary
- Assistant Tax Collector
- Social Services Commission Recording Secretary
- Retirement Commission Recording Secretary
- Paramedic
- Police Officer
- (4) Seasonal Snow Plow Drivers
- ACCE Recording Secretary
- (5) Library Clerks

- Reference Librarian
- Police Chief
- Police Captain
- Public Safety Dispatcher
- (2) WPCA Operator In Training
- (2) Highwayman
- Director of Finance
- Program Services and Outreach Coordinator
- Highway Summer Intern
- Administrative Assistant to Chief of Police
- Records Clerk

(5) FY 21 - 22 Retirements

- Fire Captain, Michael Thibedeau
- Highwayman, Kevin Pepka
- Chief Building Official, Edward Flanders
- Chief of Police, Richard Brown
- Highwayman, Richard Potemski

Recruitment Goals

- HR participants in leading the recruitment efforts town-wide. We use the town website, Facebook, Indeed, and other targeted sites and strategies to attract the best-qualified candidates.
- HR uses full-circle recruitment efforts to maintain constant communication to keep applicants engaged, from the interview process to onboarding.

Labor Relations

- Settled Firefighter collective bargaining agreement



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Benefits Administration

- Negotiated with the labor unions to implement cost cost-saving measures to the town insurance plan:
 - Health Matters Care Management – 3.6% approximate savings from current claims; pre-approval for certain in and outpatient medical procedures
 - ASH Medical Management - .5% approximate savings from current claims; authorization for Physical Therapy, Occupational Therapy, and Chiropractic care after the 5th visit. *(will implement once all unions agree)*
 - RX Co-pay for prescriptions after the deductible is met
 - Accredo specialty pharmacy for specialty drugs, saving - .5% decrease in RX claims
 - Omada - pre-diabetes program
 - Livongo - diabetes management program

Employee Recognition & Wellness

A great deal of emphasis is spent on employee recognition and wellness.

- Hold monthly luncheons to celebrate employee birthdays and milestones.
- Annual Holiday celebration to recognize employee longevity and celebrate the Suffield Spirit to Serve Award nominees. Seasonal-themed employee competitions throughout the fiscal year.
- Spring and Fall Wellness Walking Challenges in collaboration with the Board of Education.
- Annual Wellness Fair, in collaboration with the Board of Education, focused on employee wellness and mindfulness.
- The town receives wellness funds from insurance providers to promote wellness and reduce medical expenses for employers and employees.

Performance Goals

- Instituted a new performance review program for department heads.
- Rolled out a 90-day performance review for hourly new hires

Kent Memorial Library

New Books Added:

- 1,429 Adult items
- 1,459 Children's items

Furniture and Accessories:

- Solar picnic table and study room (Talkbox)
- Bookshelves for the Friends of the Library on-going book sale in the upper lobby that will be placed on the north wall by the large window in the upper lobby.
- Sydney Albert Kent's portrait has been reframed and will be hung in the Main Street lobby. (Mr. Kent donated money for the original Kent Memorial Library on High Street).
- A handsome quilt created for Suffield's 350th Celebration was donated to the town and installed on the stairwell.
- Flatbed scanner for the Historical Room provided by the Library Foundation.
- New furniture for the Bank Street entrance donated by the Friend of the Library.

Highlights:

- PCB Testing will now be done annually versus quarterly



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- KML is now a Family Search affiliate library - this designation allows the library in-house use of some of the Mormon library databases
- New Writers Group
- Books and Beyond Program - 6 authors in 2021 and 6 authors in 2022.
- Social Worker appointments
- Knitting Group
- Expanded Teen programming
- Historical Room now being staffed on Thursday evening
- Covid Vaccination Clinics
- A new and improved website with a new logo

Parks and Recreation Department

Suffield Parks and Recreation Mission Statement

Suffield Parks and Recreation strives to enhance the quality of life by providing a variety of affordable programs, quality parks, facilities and services to meet the needs of both passive and active recreation for Suffield's growing community.

Registered Program Participants for the Year: 4,440

Highlighted programs include:

- Suffield Road Race with a record number of participants and new planning committee
- Bowling Buddies and Outing Groups
- Adult recreation and fitness classes
- After-school programs
- Enrichment arts
- Seasonal sports for youth and adults such as soccer, field hockey, cheerleading, basketball, tee-ball, tennis, golf, flag football, and pickle ball.

Registered Program Youth Participants for Summer 2021: 1,081

Summer programs include:

- Day camps
- Sport specific camps
- Exercise classes
- Swim lessons
- Horseback riding
- Running clubs and races
- Enrichment classes.

Community Special Events for the Year: Movie Nights on the Green, Summer Concerts, Suffield Night at the Yard Goats, Suffield on the Green, Suffield's 350th Parade, Suffield Alight!, Fishing Derby, and the Suffield Summer Fair. These community events reached over an estimated 20,000 people.

Suffield's 350th Anniversary Parade

A group comprised of employees, commissioners, Parks and Recreation volunteers, and community members marched in Suffield's 350th Anniversary Parade spectacular. Enthusiastic sign holders led the contingent, followed by the decorated Parks & Recreation van with music in tow, and a large group of marchers. The group, wearing specially branded t-shirts, marched, danced, sang, and handed out beaded



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necklaces to parade goes along North Main Street and Mountain Road. This was truly a memorable event, and a great way to celebrate the pride we all feel for Suffield.

Community Awards

Members of the community were presented with the Suffield Parks and Recreation awards for service within different aspects of the town and the department. These award recipients were recognized at a Hartford Yard Goats' AA baseball game, in a pre-game ceremony. While it is difficult to single out specific volunteers, these awardees are outstanding examples of the many people who make Suffield a special place. The awards were established in 2019, and the Military Family Award this year.

- **Louis Casinghino Service Award: Bernice Hollander**
Recognizes an individual who has provided unselfish service, for at least ten years, in the interest of Suffield Parks & Recreation.
- **Public Service Award: Peoples Bank**
Recognizes a member of the public, or an organization, that has made outstanding contributions to Suffield Parks & Recreation.
- **Youth Leadership Award: Madelynn Dunnigan**
Recognizes a teenager that demonstrates outstanding leadership in Suffield Parks & Recreation programs.
- **Youth Sports Impact Award: Neil Altieri**
Recognizes an individual that exemplifies the values of youth sports, and service to others.
- **Military Family Award: Major David Tripp, US Army and Family**
Recognizes Suffield military families that currently serve, or have served, the United States of America, and further contribute to Suffield Parks & Recreation, and the community.

Planning & Zoning

- Accessory Dwelling Units (ADUs) – The State passed Public Act 21-29 this year which among other things required towns to permit an ADU on any property that has a single-family home. There was a provision in the legislation that would allow towns to opt out of this requirement, which Suffield did not. As a result, ADUs are permitted on any property with a single-family home subject to certain requirements.
- Cannabis Legalization – The State passed legislation “An Act Concerning Responsible and Equitable Regulation of Adult-Use Cannabis” into law this year. The Commission reacted quickly and adopted new Zoning Regulations permitting these uses in the Towns’ industrial zoned land as the use was viewed as an economic development opportunity.
- Affordable Housing Plan – The Town adopted its first affordable housing plan this year as required by Section 8-30j of the Connecticut General Statutes. The plan contains a number of strategies which, if followed, will result in the creation of a more affordable and diverse housing stock.
- The Commission approved a special permit for a package store in the building located at 809 Thompsonville Road. This is the last package store permitted in Suffield as State Statutes limit the number a town can have based upon population. Suffield is allowed six (6) package stores.



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The following table indicates the amount of fees collected by the department.

Planning & Zoning Department - Fees Collected	
Type	Amount
Commission Application Fees	\$6,015
Zoning Compliance Fees	\$12,900
Copies, Maps, Misc. Fees	\$189.00
Fees-in-lieu of Open Space	\$6,000
Zoning Board of Appeals Application Fees	\$310.00
Total	\$25,414
*Fees-in-lieu of Open Space are deposited into the open space account.	
*An application fee refund was processed in the amount of \$20,205 this year.	

There are approximately 42.2 square miles or about 27,000 acres of land in Suffield. The town has a number of different Zoning Districts including residential, commercial, and industrial.

Acreage By Zone		
Zone	Acres	% of Total
Residential Use		
R-11	81	0.3
R-15	21	0.1
R-20	169	0.6
R-25	4,079	15.2
R-45	12,283	46
R-90	7,170	26.8
HOD	30	0.1
PDIP & Industrial Use		
PDIP	2,322	8.6
Industrial	240	0.9
Commercial Use		
NC	53	0.2
Planned Development Apartment Use		
PDA	134	0.5
Village Districts		
TCVD	80	0.2
W SCVD	46	0.2
Total	26,708	100
Acreage*		
*Total acreage is approximate due to rounding.		
Source: Suffield GIS system and Assessor maps		



Police Commission

Vision Statement

We, the Suffield Police Department, a modern professional agency, pledge to serve all Suffield residents and visitors with the highest level of professional policing. We will embody and reflect our core values and our mission as we serve and protect “together” with honor and integrity. We will continue to expand this vision through open communication, mutual respect and receptiveness to new ideas.

Mission Statement

Safeguard life and property in partnership with the community. We strive to do so with honor and integrity, while conducting ourselves with the highest ethical standards.

Core Values

Integrity. Honor. Respect. Accountability.

The Board of the Police Commission serves as civilian oversight of the agency and consists of six elected members who serve a term of four years in accordance with Special Act 100 (1945). The duties and responsibilities of the commission are statutorily defined in Connecticut General Statute 7-726 and the Town Charter.

Staffing

The Police department has an authorized and funded staffing level of 21 Sworn Officers, 5 Dispatchers (3 Full-time and 2 Part-time), and 2 clerical personnel. In fiscal year 21-22 the department experienced a change in leadership with the retirement of Police Chief Richard Brown and promotion of Captain James Canon to Chief effective January 1, 2022. On January 3, 2022 the department welcomed Robert Palmer as the new Captain.

Community Engagement

Community Relations has been a focus for the Suffield Police Department during FY 21-22. Chief Canon is a firm believer that in order to provide the best service, the officers must get to know the community they serve and learn their expectations. He also feels it is their responsibility to provide knowledge and guidance to the community concerning criminal activity that arises and how to best avoid becoming a victim of those instances. Improvement efforts include:

- Updated all social media accounts to be consistent with each other
- Appointed a new School Resource Officer whose been a part of several school focused events and Cadet program enhancements
- Reinstated the Department Chaplain program which allows for increased interaction with the interfaith leadership and community
- Identified Community Liaison officers who have delivered several presentations on scams
- Increased visibility in the community by assisting in the planning and delivery of community events
 - National Night Out
 - Senior Center activities
 - Meetings with various community groups.

Body/Dash Cameras

Pursuant to the Police Accountability Act, all Connecticut Police Departments were required to have dash mounted and body cameras by July 1, 2022. During the year the Suffield Police Department was able to identify a vendor, purchase the equipment and complete installation. Additionally, policy was written



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(which mirrors the statewide model policy issued through Police Officer Standards Training Council – POST-C) and Officers were trained on their use. All of the cameras were in use by November of 2021; seven months ahead of the statutory mandate.

Power DMS/Accreditation

Pursuant to the Police Accountability Act, all Connecticut Police Departments are to be accredited, either through a private, national accreditation - CALEA, or through the State - Police Officer Standards Training Council (POST-C). Accreditation is the basis for which Department policies are made, ensuring the most up to date, best of national police practices and legal standards. POST-C requires a set of standards that all Police Department policies must adhere to. Adherence is reviewed annually through a proof (documentation of adherence) and inspection process, with a larger accreditation re-evaluation by POST-C every three years.

The department is currently in the process of updating and rewriting the entire policy manual. To assist them in both policy development and tracking, as well as the accreditation process, they have been able to secure Power DMS software. This software tracks all policies, any adjustments made, provides for training on the policies, and allows for the electronic tracking and inspection of proofs by the POST-C accreditation team. This software is tantamount to the Department's ability to earn and maintain its accreditation status. The department is currently undergoing their Phase 1 review by POST-C, which will be followed by several reviews in the years to come to ensure the department becomes accredited. Full accreditation is generally a 3 to 5 year process and, per state statute, the department is required to be accredited by January 1, 2025.

Computer Aided Dispatch-Records Management System Upgrade (CAD/RMS)

The Computer Aided Dispatch and Records Management System is the software that allows dispatchers to document all incoming information relative to a call for service, but also is the report writing system that is used to generate reports on those calls. This system is used by all Town emergency services: Police, Fire and Suffield Volunteer Ambulance Association. The town's current system was installed in 1984 and the technology has become outdated. The Police department received ACCE funding to move to a new system – NEXGEN. The new system will allow for more efficient tracking of reports and information, resulting in more accurate data to determine the emergency service needs of the town. This system is integrated into all State agencies and updated on a daily basis.

	FY19-20	FY20-21	FY21-22
Calls for Service	24,636	24,931	29,885
Value of Property Stolen	310,444	765,999	566,891
Value of Property Recovered	161,580	643,350	178,305
Criminal Arrests	106	82	97
Motor Vehicle Violations			
Infraction/Summons Issued	180	118	75
Citations (Verbal/Written)	807	697	1107
Accidents	220	217	237
Fatal Accidents	2	1	4
DWI	20	25	23



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Crime Data			
Auto Theft	17	22	11
Value Loss	266,745	668,114	222,909
Value Recovered	158,500	639,650	159,909
Sexual Assaults	1	2	8
Robbery	0	0	0
Assaults (includes domestic)	42	26	41
Burglary	7	22	14
Larceny	45	37	81
Arson	0	0	1
Narcotics Arrest	0	7	12

Public Works

The Department of Public Works consists of a Facilities Manager and an Administrative Assistant. The department is responsible for maintaining 12 Town owned, non-school buildings. Work focuses on fixing roofs, maintaining heating, ventilation and air conditioning systems (HVAC), plumbing and electrical systems, and facilitating various site inspections, repairs and improvements. New construction projects, building renovations and roof replacements at both town and school buildings are also the responsibility of the department. The department utilizes one full time custodian and two part time cleaners to assist with daily cleaning and maintenance tasks.

Some large capital projects that Public Works completed this year include:

- ADA improvements made to the deck and pavilion areas at Sunrise Park
- Replacement of the toilet & sink units in the police department cells
- Installation of AED defibrillators at several Town buildings and Parks
- Scale repairs and upgrades at the Landfill
- Security cameras put in place at the Senior Center parking lot
- Purchase of a new lawn mower, leaf blower and a used RAM2500 truck

Grounds & Road Maintenance: The Highway Department consists of a Foreman and a 9 person crew. Two employees are assigned to Landfill operations full time but all staff is on call to fill in where needed. The department is responsible for maintaining approximately 80 miles of Town roads and 7 miles of private roads. Fleet maintenance is taken care of in-house by our mechanic at the garage. The crew is assisted by several plowing contractors for large snow storms and uses Cargill ClearLane treated road salt to keep the roads ice free in winter. The department works with the School Superintendent to determine storm related late openings or school closings.

The department is continuously working on pothole patching of town roads and maintaining drainage easements. Dead trees and branches are removed along streets and mowing along roadsides keeps the sight lines clear for driving. The crew maintains the sport fields and parks which total approximately 150 acres. Two seasonal workers are hired each year to assist with mowing and other tasks. The highway crew is responsible for collecting scheduled bulk waste pickups from residents for a fee. They also work to set up many events happening in town like Suffield on the Green and the 5/10K road race.



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Landfill: The landfill and transfer station is staffed with 2 full time employees and 1 part time helper. According to our consultant, the annual filling rate of 2,250 cubic yards translates to approximately 61 more years of life expectancy.

Registrars of Voters

As of July 5, 2022, there were 9,623 registered voters in Suffield.

Voter record activity during the 2021/22 fiscal period was 609 new voter records added, 1,002 voter record changes and 786 removals were made which averages out to 200 voter record actions processed per month.

One Hundred and two (159) Voter education/information packets were sent to new Suffield residents.

Between January 3 and May 1 the required annual canvass of electors was conducted to determine changes of residence. Using The National Change of Address System (NCOA) 536 Suffield electors were canvassed.

September 28, 2021 Voter information regarding eligibility for admission and procedures for applying for such admission as an elector was distributed at Suffield High School on September 28, 2021. A voter registration session was held at the high school on June 7, 2022.

Election Results

Town of Suffield		November 2, 2021 Municipal Election	
Part I - Candidates on Ballot		Indicates those in office	
OFFICE	CANDIDATE	Party	Number of Votes Received
First Selectman	Melissa Mack	D	1928
	Colin Moll	R	2016
Selectmen	Mel Chafetz	D	1816 RC 1815
	Peter Hill	D	1847 RC 1848
	Liz Warren	D	1799 RC 1800
	Kathie Harrington	R	2342 RC 2343
	Tracy Hespelt	R	2170 RC 2170
	Jerry Mahoney	R	2171 RC 2172
Board of Finance	Kacy Colston	D	1781
	Brian J Kost	R	2370
	Ryan Anderson	R	2483
	Michael Haines	R	2327
Board of Finance Alternate	Tom Frenaye	D	2016
	J Michael Stevens	R	2305
	Mark Sinopoli	R	2255
Board of Education	Suzanne Richardson-White	D	1480
	Susan Mercik Davis	D	1957



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	Debra Dudack	D	1857
	Terry Antrum	R	2387
	Maureen Sattan	R	2344
	Tracy J Cloyd	R	2029
Board of Assessment Appeals	Krystal Holmes	D	2040
	Ryan Walters	R	2511
Planning and Zoning Commission	Jeffrey Girard	D	1635
	Erin Golembiewski	D	1863
	Mark Winnie	R	2369
	Leon Litvak	R	2109
Planning and Zoning Commission Alternates	Marty Deren	D	1449
	Christine Sinopoli	R	1939
Police Commission	Jason Trombly	D	1928
	Kristina Hallett	D	1848
	Nathan Prusi	D	1627
	Terrence C Plakias	R	2332
Fire Commission	Kristina Hallett	D	1532
	Aysha Moore-Manwaring	D	1464
	Vic Mathieu	R	2138
	Peter Yeskey	R	2113
	Jack Bucior	R	2128
Water Pollution Control Authority	Roger Ives	D	1760
	Victor Roy	D	1679
	Daniel Holmes	R	1852
	Janet Davis	R	2250
Charter Revision Questions		Number of Votes Received	
		YES	NO
1. Shall the Suffield Charter Section 204, “Vacancies in Elective Offices”, be amended to create a detailed process for filling a vacancy in the office of First Selectman?”		2063	1409
2. Shall the Suffield Charter Section 302A be amended to provide that the length of the terms of the Board of Selectmen, including the First Selectman, be increased to four years?		1260	2303
3. Shall the Suffield Charter Section 302H be amended to increase the number of members on the Board of Police Commissioners to seven beginning with the election in Nov. 2023, and shall the Special Act creating the Police		1546	1908



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Commission be adopted as an ordinance and updated to correspond with the increase in membership?		
4. Shall the Suffield Charter Section 302H be amended to clarify that the Police Commission maintains its statutory authority over the Department and that the Chief of Police manages day to day operations of the Police Department and reports, as a Department Head, to the First Selectman?	1796	1699
5. Shall the Suffield Charter Section 302I be amended to decrease the number of members on the Fire Commission to five beginning with the election in Nov. 2023?	1553	2031
6. Shall the Suffield Charter Section 302I be amended to clarify that the Fire Commission maintains its statutory authority over the Department, and that the Fire Chief manages day to day operations of the Fire Department and reports, as a Department Head, to the First Selectman?	1943	1684
7. Shall the Suffield Charter Section 302K be amended to clarify that the WPCA shall have all of its statutory powers for the effective management of waste water in the Town, that the WPCA Superintendent is a Department Head of the Town and that all employees working at the WPCA facilities are employees of the Town and subject to Town human resources and employment policies?	1977	1577
8. Shall the Suffield Charter Section 502, “Powers and Duties” of the First Selectman, be amended to clarify that the First Selectman is responsible for “enforcing” the administrative and personnel policies of the Town, for the management of Department Heads (Section B), and to incorporate the WPCA into the First Selectman’s consistency and coordination duties (Section F)?	1621	1956
9. Shall the Suffield Charter Section 807, “Expenditures and Accounting”, be amended to provide a defined process for the Board of Selectmen to set and waive the Bid and Purchase process (Section E), for the Town Treasurer to consult with the Finance Department on payroll (Section G) and to provide for end of year transfers by the Board of Finance to the WPCA and to the Board of Education (Section H)?	1635	1802
10. Shall the Suffield Charter Section 1006, “Actions Requiring a Town Meeting”, Subsection F be amended to provide that the acceptance of land donated to the Town does require approval at Town meeting but utility easements and land purchased, donated or sold with a value of \$10,000 or less does not require approval at a Town Meeting?	1881	1684
11.		



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12. Shall the Suffield Charter Section 1007, “Town Meeting by Petition”, Subsection A(1) be amended to prohibit Town Meetings to be petitioned for the purpose of specifying compensation of officials or fixing the tax rate, and be further amended to change “appointing or removing officials” to “censuring officials”?	1251	2229
13. Shall the Suffield Charter Section 1101, “Conflict of Interest”, be amended to reference the definition in the Town ethics code and require disclosure of conflicts of interest to follow the manner prescribed by the Connecticut General Statutes, except for the First Selectman, who is required to disclose conflicts of interest in writing to the Board of Selectmen?	2326	1217
14. Shall the Suffield Charter Section 1203 “Status of Employees”, be amended to require the Town Human Resources Department to arrange for the hiring of all employees, except those hired by the Board of Education, and exempt the Board of Education and WPCA from engaging consultants or employing people outside of the Annual Town Budget?	1589	1964
15. Shall the Suffield Charter be revised by adopting the technical corrections and (non-substantive) changes recommended by the 2020-2021 Charter Revision Commission?	1810	1604

Forty-one percent (41%) turnout: out of 9,890 eligible voters, 4,091 electors voted either in person, by absentee or Election Day Registration.

The Office of the Registrars of Voters is a position, governed by the CT General Statutes and financially supported by the municipality in which the Registrars serve. Registrars work closely with the Office of the Secretary of the State to develop methods and procedures to ensure the voting rights of citizens and administer all elections (i.e. National, State, Municipal, Primaries, and Referenda) based on current election laws.

Registrars are responsible for:

- Voter education,
- Organizing and conducting the annual canvass of voters,
- Maintaining the accuracy of the registry list,
- Updating voter files,
- Preparing department budgets,
- Working town meetings when requested,
- Giving absentee ballot assistance for convalescent home residents,
- Ensuring the proper maintenance of voting equipment in preparation for their use at elections,
- Training the head moderator to tally the election results and submit the results to the Secretary of the State and Town Clerk.
- Training election officials.



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Registrars attend meetings called by the Secretary of the State in order to keep current on impending and new legislation, which affects the Office. Registrars are members of the Registrars of Voters Association of CT.

Office hours vary depending on the workload and sessions mandated by statute. Posted office hours are Tuesdays from 10am to 2pm and by appointment.

Although the Registrar of Voters position is an elected position, politics does not have any place in the Registrar's office. It is the responsibility of both parties to ensure fair and equitable enactment of all laws.

Suffield Public Schools

The 2021-2022 school year brought forth many new opportunities for our students, families, faculty and staff of the Suffield Public Schools. The academic year was a significant improvement from the previous year, with far fewer disruptions and impacts caused by the pandemic. Although our schools were able to remain open throughout the 2019-2020, our ability to meet the needs of all students was significantly challenged by the dual teaching (online and in-person mandated in all Connecticut schools. Fortunately, in 2020-2021 our students were required to return to in-person learning where our faculty and staff were provided greater opportunity to provide direct instruction, support, and early interventions as needed to make up for the gaps in learning created by the previous year. It is true that the educational impact of the pandemic on students across the country has been noted in every district; however, the learning loss noted in Suffield was not as pronounced as in other school districts and our student assessment results in 2021-2022 have shown steady growth commensurate with pre-pandemic levels.

We thank the community for your support over 2021-2022 school year as we worked together to support our schools in our transition back to normal.

As with every year, the Suffield Public Schools sets forth annual goals and new initiatives that are intended to further improve and advance the opportunities we offer our students and families. Financial support, resources, and professional learning helps us to achieve these goals – and we take great pride in what we have been able to accomplish to-date. With this being said, the following list provides only a few of the 2021-2022 key initiatives of the Suffield Public Schools:

- Implementation of Data Studio (K-8) for the purpose of monitoring student progress across the core areas of literacy, mathematics, and science;
- Integration of the Devereaux Student Strengths Assessment (DESSA) rating scales across all students (K-8) to assess social and emotional well-being for the purposes of early intervention in the realms of social awareness, self-management, goal-directed behavior and relationships skills;
- Integration of Multi-Tiered System of Supports (MTSS) programming to identify student academic and social-emotional progress within the classroom, as well as, establish a system of early intervention to students requiring additional academic and social-emotional support;
- Renovation of Suffield Middle School STEM/Manufacturing facility and curricular/programming enhancements to enhance STEM and Woods Manufacturing opportunities to our middle school students. This supports our district's 3-year initiative to enhance K-12 STEM/Career Technical Education programming in the Suffield Public Schools. In 2020-2021, the school district added a required elementary STEM programs in each of our elementary schools.



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- Addition of a Director of Athletics and Student Activities position to provide vision, organize, and support the growth of our athletics and extracurricular/club opportunities offered to students K-12.

The following infographics provide additional information on school district budgets, grants, fund utilization, and enrollment.

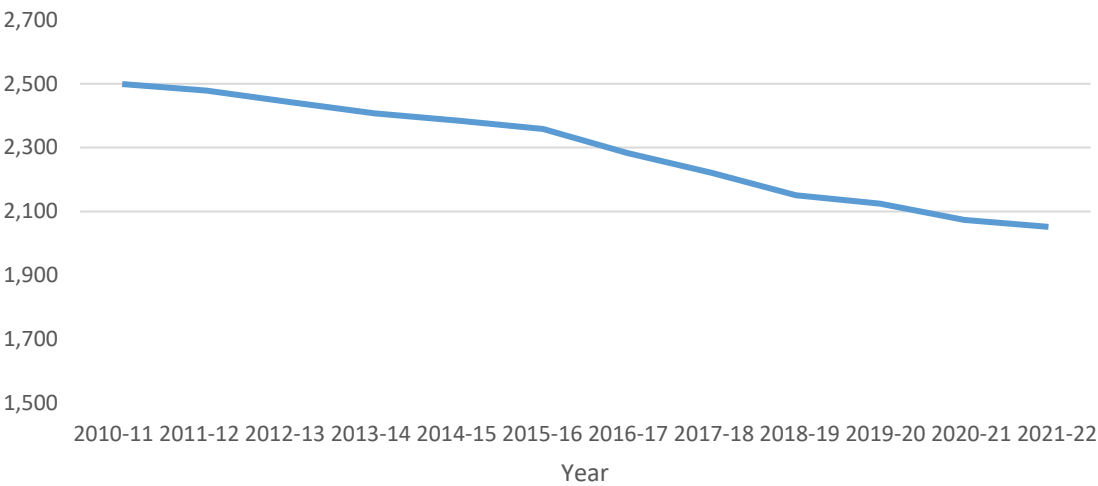
**Suffield Public Schools - Budget History
2010/11 to 2021/22**

Fiscal Year	Total Budget	\$ Change	Percent Change
2010/2011	\$30,405,137	\$437,533	1.46%
2011/2012	\$30,761,551	\$356,414	1.17%
2012/2013	\$31,263,943	\$502,392	1.63%
2013/2014	\$31,856,239	\$592,296	1.89%
2014/2015	\$32,589,367	\$733,128	2.30%
2015/2016	\$33,704,325	\$1,114,958	3.42%
2016/2017	\$34,230,244	\$525,919	1.56%
2017/2018	\$34,611,844	\$381,600	1.11%
2018/2019	\$34,807,232	\$195,388	0.56%
2019/2020	\$35,547,870	\$740,638	2.13%
2020/2021	\$35,901,022	\$353,152	0.99%
2021/2022	\$35,901,022	\$0	0.00%

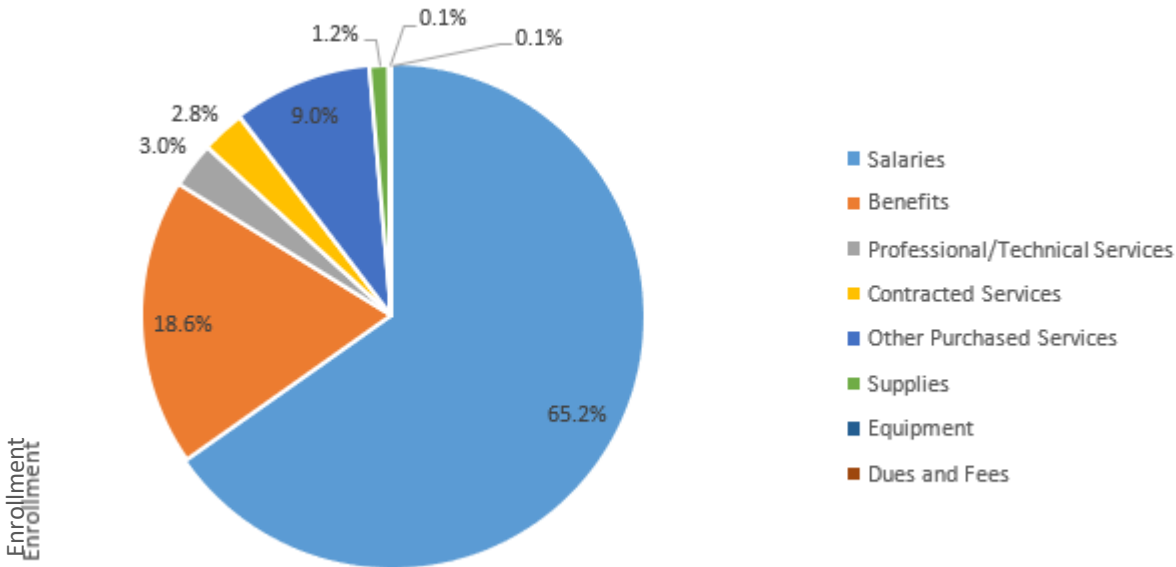
Average Increase 1.52%



School Total Enrollment History



BOE 2021/22 Budget by Object Code





Senior Center and Mini Bus

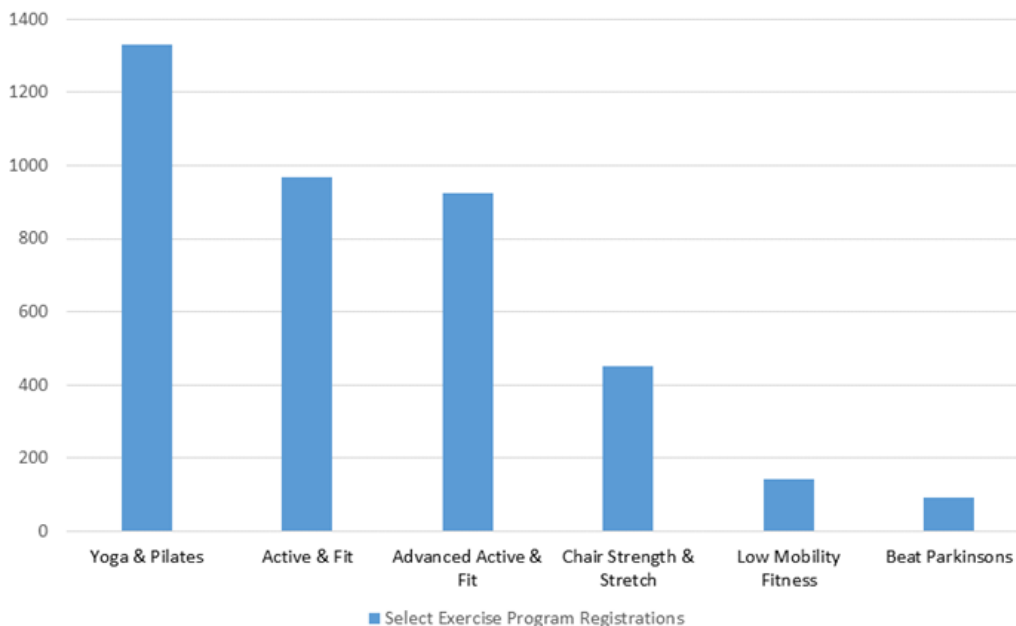
The Suffield Senior Center’s Mission is to provide information, programs, and activities designed to promote the health, independence, and well-being of our aging population.

Notable statistics

Total People Served:	11,378
Highest Weekday Attendance Average:	71.82 on Wednesdays
Highest Daily Average Attendance Month:	49.55 in June
Meals Served (Wednesdays & Thursdays):	2,811
Fitness Program Sign-ins:	3,885

In addition to the regular weekly activities, and in line with the Senior Center’s Mission, following are some of the highlights of 2021/2022 fiscal year: AARP Driving Refresher Courses, Blood pressure screenings – sponsored by Suffield Community Aid, CHOICES counseling and Medicare workshops, Hearing screenings – sponsored by NOVA Hearing Services, Introduction to Card Making, Line Dancing, Memory Café – sponsored by Suffield Community Aid, Parkinson’s Support Group, Scam Informational Workshop, and many high quality exercise programs.

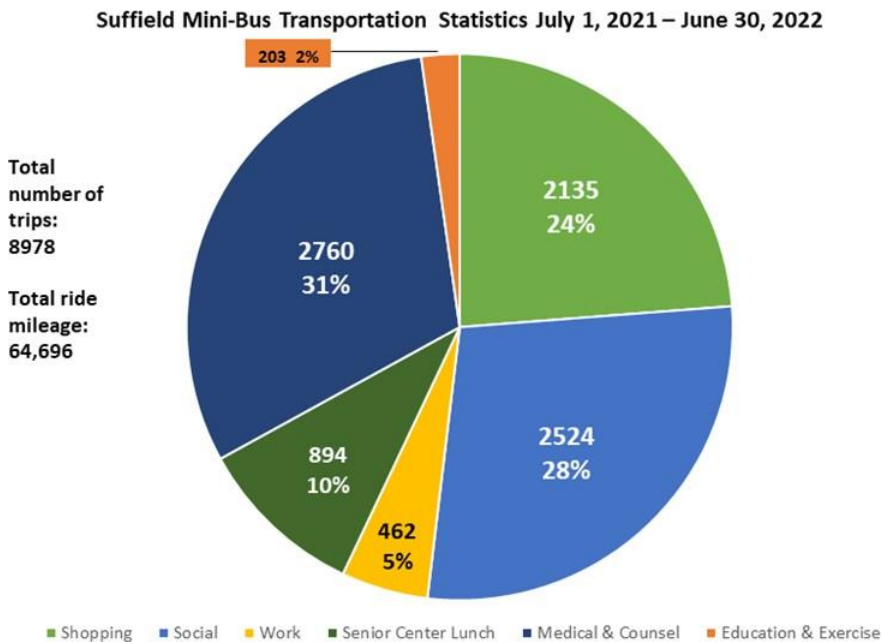
Senior Center Exercise Program Annual Registrations



The Suffield Mini Bus provides transportation for Suffield residents 60 years of age or older and individuals over the age of 18 with a disability to adult day care programs, Senior Center, medical appointments, grocery/retail shopping, pharmacies, area banks, and special trips.



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Suffield Senior Center & Mini Bus Transportation is staffed with one full-time director (40 hours/week), one 17-hour/week assistant, one full-time transportation planner (35 hours/week), one 30-hour/week driver, one 24-hour/week driver, one 19-hour/week driver, and two 16-hour/week drivers. Located at 145 Bridge Street in Suffield, the Team is committed to being fiscally responsible and providing the Suffield community with the best possible service.

Tax Collector

The Tax Collector's Office is responsible for collecting and processing real estate, personal property, and motor vehicle taxes. They are also responsible for collecting motor vehicle supplemental taxes and processing payments for the Water Pollution Control Authority. The Tax Collector is an elected position.

Tax Collection began with 6,372 Real Estate bills totaling \$36,863,514.04, 666 Personal Property bills totaling \$2,614,290.61 and 14,429 Motor Vehicle bills totaling \$4,762,381.67. The opening balance was a grand total of \$44,240,186.32.

The Motor Vehicle Supplemental bills were added in December of 2021. The total number of bills was 2,676. The tax to be collected was \$621,756.72.

All of these bills are current year bills for 2020 Grand List.

By June 30, 2022, the Tax Collector's office collected \$43,231,601.21 in Tax, \$100,321.48 in Interest and \$1,047.90 in Liens and Fees for the Current Year only. The overall collection rate was 98.96%.

Prior Year taxes were collected throughout the 2020 Grand List as well. The breakdown of Prior Year collections consisted of Prior Year Tax totaling \$360,861.75, Prior Year Interest totaling \$136,301.89 and Prior Year Liens and Fees totaling \$4,630.81.

The Tax Office collects money via mail, in person payments and online payments through the Town website. There were 714 deposits made through the 2020 Grand List. Of the 714 deposits, 513 deposits



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were from the online payment service known as Invoice Cloud. Invoice Cloud processed \$1,207,826.46 in credit card payments and \$4,231,094.14 in checks for a grand total of \$5,438,920.60. It should be noted that the batches include all Tax Collector deposits and Sewer deposits, which the town processes for the Water Pollution Control Authority.

At the end of the year, the Tax Collector's office worked closely with Suffield Community Aid and the "MyHomeCT" grant program. The goal of the program is to help those individuals who have experienced a Covid-19 related financial hardship. This program assists with mortgage delinquencies, non-escrowed real estate taxes, water/sewer liens, condominium and homeowners' association fees for those that qualify. The program extends into the 2021 Grand List.

Town Clerk

The ONLINE land records project from the 1700's to today have been completed. This multiyear project was completed utilizing State of Connecticut grant monies. To conform to the shelving standards all of the older books have been reprinted and the original books will be sent to the State of Connecticut State Library to be preserved in perpetuity. The public is welcome to view all Suffield land records online through the Record Room portal. The link is easily located on the Suffield Town Clerks web page. Access to these records are free of charge, however an account must be created. In the event that you print a document a fee is charged.

Land Recordings fees were down slightly comparable to last year noting a similarity in the conveyance revenue to the town. Online accessibility of recorded documents has further strengthened the town's online presence. Per State mandate, documents are still required to be retained as hard copies in the Town Clerk's vault. The new vault was strategically designed to serve the Town of Suffield for many years. The Office strives to provide a more open government, increased automation and to improve service for our residents with respect to the mandated guidelines set by the State of Connecticut.

The Town Clerk continues to provide near real time information for town meetings, board and commission meetings, agendas, land and other records. ZOOM meeting are archived and promptly posted to the town website for easy viewing if the commission uses the zoom option. The Office continues to offer email distributions daily for town information to subscribers. Users can sign up to receive updates on ALL Boards and Commissions, or simply opt in to specific lists they wish to receive. In today's world, ones presence on Social Media remains in the forefront. Subscribers may visit the town's website and Facebook pages for all late breaking information.

The Town of Suffield conducted two (2) Town Meetings in PY 2021-2022.

On October 12, 2021 at 7:01 PM the Town Meeting was held at the Suffield Middle School, 350 Mountain Road, Suffield, CT. Edward McAnaney was elected at the moderator for the business being brought forward for the evening.

The following motions were brought forward and approved:

Resolved: That the Town Meeting of the Town of Suffield authorize the five-year lease renewal through March 31, 2025 for the 10-acre Stratton Farms open space property to Nowak Farms, LLC.

Further Resolved: that the First Selectman is authorized to sign and execute all documents necessary to complete the above transaction.



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Resolved: That the Town Meeting of the Town of Suffield authorize the five-year lease renewal through March 31, 2025 for the 15.2-acre Malec Farms open space property to Bielonko Farms, LLC.

Further Resolved: that the First Selectman is authorized to sign and execute all documents necessary to complete the above transaction.

Resolved: That the Town Meeting of the Town of Suffield authorize the five-year lease renewal through March 31, 2026 for the 41-acre property known as Hilltop West to Sunny Hill Farm, LLC.

Further Resolved: that the First Selectman is authorized to sign and execute all documents necessary to complete the above transaction.

Resolved: That the Town Meeting of the Town of Suffield authorize the three, seven year lease renewals through December 30, 2042 for 60 acres of the 79 acre Hilltop Farm East property to Friends of the Farm at Hilltop.

Further Resolved: that the First Selectman is authorized to sign and execute all documents necessary to complete the above transaction.

On October 12, 2021 at 7:01 PM a Town Meeting was held at the Suffield Middle School, 350 Mountain Road, Suffield, CT. Edward McAnaney was elected at the moderator for the business being brought forward for the evening.

The following motions were brought forward and approved:

Resolved: That the Town Meeting of the Town of Suffield authorizes and approves the proposed budget with a total expenditure of \$62,880,936.

Resolved: That the Town Meeting of the Town of Suffield authorizes the use and expenditure of American Recovery Plan Act funds as recommended by the Board of Selectmen and Board of Finance.

#2A. Motion to Clarify American Recovery Plan Act should be documented as the American Rescue Plan Act.

Resolved: That the Town Meeting of the Town of Suffield authorizes the additional authorization outside of the Town budget of \$485,625 in expenditures for the Quarry Road bridge replacement to be offset by a grant of \$485,625.

Resolved: That the Town Meeting of the Town of Suffield authorizes the Board of Finance to print and distribute explanatory texts concerning the budget, if the budget is petitioned to referendum. Such texts may not advocate approval or disapproval of the budget and must conform to the Connecticut General Statutes, Sec. 9-369b.

State and local budgets remain a great concern as municipal offices try to operate as cost effective as possible taking into consideration the huge financial impact of COVID-19. The strong team of Kathy Dunai Town Clerk, Michele Urch and Erica Boucher Assistant Town Clerks provide Suffield residents with great professionalism, dedication and efficiency with respect to all services provided by the Town Clerk's Office.



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The Town Clerk's Office continues to maintain:

- Dog licenses (\$19 or \$8 for altered dogs)
- Marriage licenses (\$50)
- Vital records for Birth, Marriage and Death certificates (\$20)
- All Land records (fees vary)
- Absentee voting applications and ballots

Town Clerk Statistics			
	<i>FY 2019-2020</i>	<i>FY 2019-2020</i>	<i>FY 2021-2022</i>
Documents Recorded	2567	3704	3173
Local Conveyance Taxes	252,902	\$362,002	\$354,292
Dog Licenses	1646	1775	1701
Marriages- In Suffield	47	45	67
Births- CT Recorded	81	78	68
Deaths	187	166	169
Electronic Payments	\$14,613.36	\$14,954.75	\$21,603.50

Town Engineer

Road and Paving Projects – Coordinated work with outside contractors involved with pavement projects including milling and paving 16 roads and crack sealing 14 miles of town roads. Work included processing invoices for the prime paving contractor and supporting contractors and responding to concerns related to driveway issues including drainage problems. Provident review, contract termination and adherence to bid and purchase policy provided over \$100,000 is savings.

Mountain Road Multi-Use Trail Project (100% of construction and construction inspection was state funded-LOTICIP) – Construction of a 4,500 feet long, 10 ft. wide asphalt multi-use trail along the north side of Mountain Road (State Rt. 168) between the intersection of Mountain Rd/Plantation Drive/Sheldon St and the existing sidewalk at Suffield Middle School, together with (3) lighted cross-walks was awarded to Spazzarini Construction November 2021. Construction was completed in June 2022, on time and within budget.

Mapleton Avenue Sidewalk Project (Community Connectivity Grant Program – maximum \$400,000) – Construction of a 4' wide concrete sidewalk from North Main Street (Rt. 75) along the south side of Mapleton Avenue to Sparrow Court. Future extension of the sidewalk on Thompsonville Road to Rawlins Brook will be considered as funding becomes available. Work in FY 21/22 included design development with public input. DOT review and approval are required.

GRANT APPLICATIONS:

LOTICIP 2022 Application(s) Submitted 1/19/22; \$3,269,200. Tentatively awarded Aug 2022

- Bridge Street Reconstruction with bicycle lanes \$2,348,000
- Farmington Canal Heritage Trail – Repave and add a pedestrian bridge at problem culvert \$921,200



Volunteer Ambulance Association

With the COVID Pandemic becoming manageable the Suffield Volunteer Ambulance Association re-instituted their summer mobile open house program visiting 6 different neighborhoods over the summer and giving the community an opportunity to interact with the providers. They settled a new contract with the Town of Suffield that will last through 2027 that will allow them to an additional full-time paramedic to their staff, increasing the level of Paramedic level coverage provided to the town.

- In FY 2021 - 2022 Suffield Volunteer Ambulance Association received 2,113 requests for service.
- The Suffield Volunteer Ambulance Association responded to 1,837 requests for service, resulting in 1,370 ambulance transports for the year
- During the fiscal year SVAA volunteers contributed 24,438 hours of volunteer staffing for the ambulance.

Water Pollution Control Authority

The WPCA staff is comprised of 10 people: Superintendent, Business Administrator, Assistant Business Administrator, Process Control Operator, Maintainer, and five Operators. All employees, except the Business Administrator and assistant, hold professional wastewater certifications. The staff is responsible for operation and maintenance of the Treatment Facility, over 80 miles of sewer line, 19 pumping stations, and three low pressure sewer systems. The treatment facility is currently capable of processing 2.02 million gallons of wastewater per day. The plant provides wastewater treatment for H.P. Hood, the Correctional facility, and all other businesses and homes within the sewer district. The plant operates under a National Pollutant Discharge Elimination System (NPDES) which provides parameters for the effluent discharged to the Connecticut River. In addition to the elected Water Pollution Control Commission, the Environmental Protection Agency (EPA) and Connecticut Department of Energy & Protection (CTDEEP) also provide oversight of the Treatment plant and Collection system.

Treatment Plant Operations

- The WPCA permit from The CT Department of Energy & Environmental Protection (DEEP) requires a minimum removal of 85% Total Suspended Solids (TSS) and Biochemical Oxygen Demand (BOD). The treatment plant averaged in 2021/2022 a 99% removal rate for TSS and BOD.
- The average wastewater flow for 2020/2021 was 1.6 million gallons a day.
- The WPCA permit limit from DEEP for nitrogen is 45 pounds a day. The treatment plant averaged 21 pounds per day in 2020/2021, resulting in the WPCA receiving nitrogen credits of \$2,012.

Accomplishments

- The WPCA Operators cleaned 5.6 miles of sewer line and completed 260 manhole inspections.
- A sewer inspection camera and trailer were purchased.
- The first phase of the Pipe Rehabilitation Project was completed. This included manhole rehabilitations, grouting of sewer lines, root treatment, and removal of illegal sump pumps attached to the sewer within the Thompsonville Road and Cassotta Lane expanse.
- Rehabilitation of the can-style dry well pump stations #4 (Deep Brook Harbor) and #5 (Fair Hill Lane) were completed. This included an engineering study, ultra-sonic testing on external plate thickness, electrical updates including moving pump controls out of the dry wells. WPCA operators completed surface prep, rust removal, and industrial epoxy coating on the structures.
- Three-year UV upgrades were completed. This included wiper upgrades, flushing of the hydraulic system, bulb and ballast trouble shooting, and replacement.



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Financial

- The annual residential sewer user fee was increased from \$350 (FY 2020/2021) to \$360 (FY 2021/2022). For comparison, the average statewide residential sewer user fee in 2019 was \$520, per a Tighe & Bond rate study.
- The Kent Farms sewer district annual residential user fee increased from \$350 to \$360.
- The commercial/industrial rate increased from \$8.37 to \$8.61 per 1000 gallons discharged to the system.
- The WPCA's collection rate for the 2021 bills was 97.47%; and 99.75% on all delinquent balances from years prior.

Youth Services

Mission Statement

Suffield Youth Services strives to coordinate and support programs and services designed to improve the quality of life for youth, families and individuals so they may reach their full potential as healthy members of society. Suffield Youth Services envisions a community where youth are able to establish strong and positive relationships with family, peers, school and the community.

During Fiscal Year 2021/2022, Youth Services continued to offer new and innovative ways to respond to community needs. Part of the recovery from the Covid-19 pandemic includes building resiliency in our youth and families. Many new summer programs were developed with this in mind focusing on positive youth development, creativity programs, and healthy relationships.

In September, the Youth Center was open afterschool to students in grades 6-8. Youth Services collaborated with Parks and Recreation to provide transportation from Suffield Middle School to the Youth Center. Programming highlights include: Cookies and Canvas - paint parties with art therapists from Camp Simon, Billiards Workshop, and Game Day Extravaganzas.

A new Youth Advisory Board was established at the middle and high schools. Students in grades 6-12 were encouraged to join the board to develop leadership skills and work on prevention projects that are tied to the ongoing work of the Suffield Local Prevention Council (SLPC). Twenty students joined the group and attended leadership and prevention training. Students were involved in planning and implementation of substance use prevention and mental health awareness activities throughout the school year including a peer-led resiliency program called *Check In – a fresh solution to mental health awareness*. *Check In*, developed by the Jordan Porco Foundation, is an uplifting mental health promotion program that creates an approachable atmosphere and fosters dialogue about mental health.

In October, Youth Services worked with KML to provide Gizmo for Mental Health activities and resources on October 2nd at Bruce Park. Youth and families were able to interact with Gizmo and Gadget, certified therapy dogs and learn about mental health wellness. Each child received a copy of the book *Gizmo for Mental Health*.

Youth Services collaborated with Suffield Community Aid, Suffield Senior Center, Kent Memorial Library, Suffield Housing Authority, and Suffield Police Department to offer a series of four speakers addressing fraud in the community called SCAMS: Seniors, Children, and Adults Maintaining Safety. Youth Services coordinated the Social Media Safety Training - Tips to Keep your Family Safe by Sgt. Kate Cummings.



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In February, Youth Services sponsored an Animal Embassy kindness event for the Suffield Girl Scouts. Animal Embassy teaches kindness through creatures.

As a cost saving approach, Youth Services collaborated with East Granby Youth Services to provide a six-week parenting program, *Parenting the Love and Logic Way*.

In collaboration with Suffield Public Schools and the Suffield Local Prevention Council, Youth Services implemented a youth needs assessment survey for students in grades 6-12 on March 4th. The results of the survey are informing targeted mental health and substance use prevention programming.

The Youth Services Director chaired the Suffield Local Prevention Council (SLPC) which works to bring awareness to substance use and lessen the stigma of addiction and mental health. Two QPR Suicide Prevention Training and Narcan administration trainings were sponsored by SLPC in November and May. Youth Services will continue to develop positive youth development programming, mental health awareness and substance use prevention.

Boards & Commissions

Advisory Commission on Capital Expenditures

J. Michael Stevens, Chair
Ed Basile
Brad Belcher, Alt.
Nicole Greco
Jen Horn
Geert “James” Mol
Dustin Rose, Alt.

American Rescue Plan Committee

Colin Moll, First Selectman
Mel Chafetz
Tom Frenaye
Brian Kost
J. Michael Stevens

Amplify

Kathleen Powers

Board of Assessment Appeals

Lisa Anderson, Chair
Krystal Holmes
Ryan Walters

Board of Education

Susan Davis, Chair
Alexander M. Sepko, Vice Chair
Maureen Sattan
Debra Dudack
Jamie Drzyzga
Melissa Finnigan



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Brian Fry
Glenn Gazdik
Scott Lingenfelter
Timothy Van Tasel, Ed.D. Superintendent of Schools

Board of Finance

Ryan Anderson, Chair
Chris Childs
Tom Frenaye, Alt.
Michael Haines
Eric Harrington
Ann Huntington-Mickelson
Brian Kost
Mark Sinopoli, Alt.
J. Michael Stevens, Alt.
Eric Remington, Finance Director

Board of Fire Commissioners

Paul Christian, Chair
Jacek “Jack” Bucior
Jason Caron
Victor Mathieu
Ed O’Hurley
Peter Yeskey
Charles Flynn, Chief

Board of Police Commissioners

Kenneth Pascoe, Chair
Joseph Blake
Anthony Greco
Kristina Hallett
Terrence Plakias
Jason Trombly
James Canon, Chief

Board of Selectmen

Colin Moll, First Selectman
Mel Chafetz
Kathleen Harrington
Peter Hill
Jerry Mahoney

Building Code Board of Appeals

Glenn Neilson, Chair
Catherine Elithorpe
Kevin Goff
William Gozzo
Martin Page, Alt.
Joe Sangiovanni



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Cable Advisory Council

Alex Fraser, Chair
Carl Casinghino
Debra Dudack

Central Connecticut Regional Tourism District

Gayle Demko

Conservation Commission

Art Christian, Chair
Thomas Elmore, Alt.
Elizabeth Fanous
Jessica McCue, Alt.
Glenn Neilson
Norman Noble
Patrick Reilly
Raymond Wilcox
VACANT (Seat 1)
Keith Morris, Consultant
Tom O'Brien, Parks Superintendent

Economic Development Commission

Brian Banak, Co-Chair
Susan Thorner, Co-Chair
Gayle Demko, Alt.
John "Jack" Henrie
Robert Kelly, Alt.
John McGuire
Howard Orr
William Hawkins, Director of Planning & Development
Eleanor Binns, Recording Secretary

Emergency Management Office

James Canon, Police Chief
Charles Flynn, Fire Chief
Colin Moll, First Selectman
Pam Sinofsky
John Spencer, SVAA Chief
Dan Vindigni

Ethics Commission

Jay Presser, Chair
George Dalrymple, Jr.
Dara Goings, Alt.
Susan Keane, Alt
Dennis Kreps
Carol Martin
Ellen Taylor-Stearns



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Helena Bailey Spencer Tree & Val Gallivan Fund Committee

Susan Mayne, Chair
Virginia Bromage
Judith Hanmer
Michele Holcombe
Todd Mervosh
Kevin Sullivan
Anita Wardell
Joyce Zien
VACANT (Seat 3)
Kimberly “Kacy” Colston, Town Treasurer
Colin Moll, First Selectman
Connie Murray, Suffield Garden Club President
Michael Turgeon, Tree Warden

Historic District Commission

Douglas Mayne, Chair
Brendan Begley
Klaire Bielonko, Alt.
Scott MacClintic
Aysha Moore-Manwaring, Alt.
William Moryto
John Schwemmer
Elizabeth Tracey, Alt.

Housing Authority

Mark Messenger, Chair
Jonathan Carson, Vice Chair
Larry Magoon, Tenant Representative
Jacqueline Marien
Kathleen Remington
Kimberly Emmons, Executive Director

Library Commission

Austin Roberts, Chair
Michael Alexopoulos
Corbin Adzigirey
Joshua Barrows
Elizabeth Childs
Muriel Coatti
Rebecca Fuller
Joseph Grimard
Claire Kawalec
Christine Sinopoli
Despina Tartsinis
Robert White
Jacqueline Hemond, Interim Director



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Municipal Agent for the Elderly

Pat Beeman

North Central District Health Department Board

Victor Mathieu

Benjamin Rodriguez

Parks & Recreation Commission

Brian Casinghino, Chair

William Boucher

Jay Bombard

Stephanie Dolan

Andrew Joly

Sam Lombardo

Stephen Marchillo, Alt.

Anthony Migliozi, Alt.

David Rusnock

Peter Leclerc, Director

Pedestrian & Traffic Safety and Infrastructure Committee

Colin Moll, First Selectman

Joseph Blake, Police commission Local Traffic Authority

Jason Trombly, Police Commission Local Traffic Authority

Matt Auchy

Tony Dultz

Kristina Hallett

Susan Herbert

Tracy Hespelt

Amy Hill

Andrew Krar

Melien Lavoie

Matthew Pafford

Ted Ruddock

William Steinka

Carol Underwood

Joann Yates

Permanent Building Commission

Joe Sangiovanni, Chair

Glenn Neilson

Kevin Goff

William Gozzo

Catherine Ellithorpe

Heather Van Deusen

Brian Baril, Alt.

Martin Page, Alt.

Planning & Zoning Commission

Mark Winne, Chair



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Virginia Bromage
Jacob Byrnes, Alt.
Jeff Girard, Alt.
Erin Golembiewski
Tracy Hespelt
Leon Litvak
Christine Sinopoli
Ross Wilcox, Alt.
William Hawkins, Director of Planning & Development

Retirement Commission

Glenn Gazdik
David Innes
David Mercik
Ryan Burrell, Police Union
Chris Childs, Board of Finance
Kimberly “Kacy” Colston, Town Treasurer
Colin Moll, First Selectman
Daniel Sheridan, Ad Hoc

Social Services Commission

Marcia Dufore, Chair
Robin Zatony
Kathleen Bielonko
Sharon Bruno
Nathan Prusi
Pam Sinofsky
Andrea Wessling

Town Center/West Suffield Center Village District Design Review Board

George Fields, Chair
Bob Borg
Matt Falkowski
Michelle Girard
Frank Grillo
Bobbie Kling
Ray Wilcox
VACANT (Seat 1)
VACANT (Seat 9)
William Hawkins, Director of Planning & Development

Town Forest Commission

Joanne Neilson
VACANT (Seat 2)

Town Historian

Lester Smith



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Tree Warden

Michael Turgeon

Veterans Memorial Expansion Committee

Dave Gauthier, Chair

Salvatore Covino

Thomas Elmore

Kevin Goff

Raymond Hartford

Frederick King

Chris Matejek

William Moryto

Chris Nikolis

David Shute

Water Pollution Control Authority

Janet Davis, Chair

Frank Bauchiero

Jeffrey Davis

Daniel Holmes

Roger Ives

John P. Murphy

Christine Rago

Zoning Board of Appeals

Mark Blackaby, Chair

Gerard Chase, Alt.

Susan Hastings

Brian Michaud, Alt.

Renee Pacewicz

Victor Roy, Alt.

John Schwemmer

Despina Tartsinis

TOWN OF SUFFIELD, CONNECTICUT
SCHEDULE OF REVENUES AND OTHER FINANCING SOURCES -

BUDGET AND ACTUAL - BUDGETARY BASIS - GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2022

	Budgeted Amounts			Variance With Final Budget
	Original Budget	Final Budget	Actual	Over (Under)
PROPERTY TAXES:				
Current List	\$ 42,452,796	\$ 42,452,796	\$ 42,587,082	\$ 134,286
Supplemental motor vehicle	400,000	400,000	567,638	167,638
Taxes, prior year	280,000	280,000	357,269	77,269
Interest and fees	170,000	170,000	234,241	64,241
Total property taxes	<u>43,302,796</u>	<u>43,302,796</u>	<u>43,746,230</u>	<u>443,434</u>
INTERGOVERNMENTAL:				
State grants unspecified:				
Mashantucket Pequot and Mohegan Fund	2,760,598	2,760,598	2,760,598	-
Payment in lieu of taxes - State property	1,801,140	1,801,140	2,074,072	272,932
Town Aid Road grants	292,035	292,035	292,924	889
LOCIP reimbursement	92,263	92,263	225,300	133,037
Municipal stabilization grant	206,051	206,051	206,051	-
Municipal Grants-In-Aid	180,663	180,663	180,663	-
Capital expenditure reimbursements	236,875	236,875	114,181	(122,694)
Board of Selectman authorized - PILOT	15,000	15,000	30,000	15,000
Youth services	14,000	14,000	14,186	186
Tax relief - veterans exemption	8,200	8,200	6,816	(1,384)
Tax relief - totally disabled persons	800	800	830	30
Federal grants	-	-	94,154	94,154
Other	32,419	32,419	34,883	2,464
Total state grants unspecified	<u>5,640,044</u>	<u>5,640,044</u>	<u>6,034,658</u>	<u>394,614</u>
State grants for school aid:				
Education cost sharing	6,148,151	6,148,151	6,082,795	(65,356)
Vocational agriculture grant	693,698	693,698	693,742	44
Other educational grants	7,367	7,367	7,936	569
Total state grants for school aid	<u>6,849,216</u>	<u>6,849,216</u>	<u>6,784,473</u>	<u>(64,743)</u>
Total intergovernmental	<u>12,489,260</u>	<u>12,489,260</u>	<u>12,819,131</u>	<u>329,871</u>
INVESTMENT INCOME	<u>75,000</u>	<u>75,000</u>	<u>104,636</u>	<u>29,636</u>
CHARGES FOR SERVICES:				
Current services and fees:				
Building Department	450,000	450,000	490,194	40,194
Planning and zoning	18,000	18,000	(1,685)	(19,685)
Zoning Board of Appeals	930	930	252	(678)
Police permits	16,000	16,000	10,190	(5,810)
Sunrise Park Fees	-	-	975	975
Conservation	4,000	4,000	2,242	(1,758)
Historic District fees	800	800	500	(300)
Total current services and fees	<u>489,730</u>	<u>489,730</u>	<u>502,668</u>	<u>12,938</u>

(Continued)

TOWN OF SUFFIELD, CONNECTICUT
SCHEDULE OF REVENUES AND OTHER FINANCING SOURCES -

BUDGET AND ACTUAL - BUDGETARY BASIS - GENERAL FUND *(Concluded)*
FOR THE YEAR ENDED JUNE 30, 2022

	Budgeted Amounts			Variance With Final Budget
	Original Budget	Final Budget	Actual	Over (Under)
CHARGES FOR SERVICES: <i>(Continued)</i>				
Landfill:				
Operating	\$ 30,000	\$ 30,000	\$ 42,179	\$ 12,179
Recycling rebates	3,000	3,000	11,436	8,436
Sale of scrap metal	22,000	22,000	55,947	33,947
Permits	-	-	412	412
Total Landfill	55,000	55,000	109,974	54,974
Charges for current services:				
Bulky waste	2,000	2,000	3,845	1,845
Assessor's map sales	200	200	40	(160)
Real estate conveyance fee	300,000	300,000	354,293	54,293
Mini-bus transportation	5,200	5,200	3,214	(1,986)
Animal control fees	31,025	31,025	30,853	(172)
Town clerk recording fees	155,400	155,400	141,528	(13,872)
Total charges for current services	493,825	493,825	533,773	39,948
Recreation:				
Camps	64,950	64,950	73,635	8,685
Activities	100,000	100,000	186,108	86,108
Total Recreation	164,950	164,950	259,743	94,793
Revenue from other agencies:				
Telecommunications grant	28,000	28,000	15,149	(12,851)
Tuition, Vo-ag	682,300	682,300	617,339	(64,961)
Tuition, other	120,246	120,246	221,665	101,419
Payment in lieu of taxes, CT Airport Authority	693,909	693,909	693,909	-
Total revenue from other agencies	1,524,455	1,524,455	1,548,062	23,607
Total charges for services	2,727,960	2,727,960	2,954,220	226,260
MISCELLANEOUS:				
Rent - Town property	63,000	63,000	52,466	(10,534)
Cell tower	186,000	186,000	181,561	(4,439)
Other	45,000	45,000	375,873	330,873
Total miscellaneous	294,000	294,000	609,900	315,900
Total revenues	58,889,016	58,889,016	60,234,117	1,345,101
OTHER FINANCING SOURCES:				
Appropriation of unassigned fund balance	2,221,317	2,221,317	-	(2,221,317)
Appropriation of restricted fund balance	307,825	307,825	-	(307,825)
Transfers in:				
Capital and Nonrecurring Fund	832,160	832,160	832,160	-
Off Duty Fund	75,000	75,000	75,000	-
Total other financing sources	3,436,302	3,436,302	907,160	(2,529,142)
Total revenues and other financing sources	\$ 62,325,318	\$ 62,325,318	\$ 61,141,277	\$ (1,184,041)
				<i>(Concluded)</i>

TOWN OF SUFFIELD, CONNECTICUT
SCHEDULE OF EXPENDITURES AND OTHER FINANCING USES -

BUDGET AND ACTUAL - BUDGETARY BASIS - GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2022

	Budgeted Amounts			Variance With Original Budget
	Original Budget	Final Budget	Actual	Over (Under)
GENERAL GOVERNMENT:				
Board of Selectman	\$ 294,893	\$ 273,611	\$ 273,611	\$ -
Human resources	179,748	182,863	182,863	-
Probate court	6,100	7,499	7,499	-
Election	65,293	44,665	44,665	-
Board of Finance	11,979	13,386	13,386	-
Assessors	155,725	145,339	145,339	-
Board of Assessment Appeals	648	225	225	-
Tax collector	186,863	176,595	176,595	-
Finance	336,812	337,630	337,630	-
Information technology	441,324	487,889	487,889	-
Town counsel	93,000	115,053	115,053	-
Town clerk	193,718	190,396	190,396	-
Town hall	61,570	55,396	55,396	-
Charter revision	15,000	11,865	11,865	-
Insurance and employee benefits	4,168,961	4,296,051	4,236,801	(59,250)
Total general government	6,211,634	6,338,463	6,279,213	(59,250)
PLANNING AND DEVELOPMENT:				
Planning and zoning	209,526	196,019	196,019	-
Zoning Board of Appeals	4,468	65	65	-
Economic development	24,050	22,398	22,398	-
Historic District Commission	2,231	1,724	1,724	-
Conservation Commission	55,814	59,279	59,279	-
Total planning and development	296,089	279,485	279,485	-
PUBLIC SAFETY:				
Fire Commission	1,154,111	1,074,560	1,074,560	-
Police Commission	2,771,433	3,073,799	3,073,799	-
Emergency management	10,765	10,472	10,472	-
Building Department	270,312	267,280	267,280	-
Town Engineer	119,111	110,189	110,189	-
Animal control	72,061	79,595	79,595	-
Total public safety	4,397,793	4,615,895	4,615,895	-
PUBLIC WORKS:				
Public works	2,039,372	2,158,790	2,158,790	-
State aid road funds	292,035	291,862	291,862	-
Public utilities	1,950,000	1,921,608	1,921,608	-
Total public works	4,281,407	4,372,260	4,372,260	-

(Continued)

TOWN OF SUFFIELD, CONNECTICUT
SCHEDULE OF EXPENDITURES AND OTHER FINANCING USES -

BUDGET AND ACTUAL - BUDGETARY BASIS - GENERAL FUND *(Concluded)*
 FOR THE YEAR ENDED JUNE 30, 2022

	Budgeted Amounts		Actual	Variance With Original Budget
	Original Budget	Final Budget		Over (Under)
HEALTH AND SOCIAL SERVICES:				
Health and social services	\$ 197,410	\$ 197,410	\$ 197,410	\$ -
Social services commission	1,480	942	942	-
Senior center/Mini-bus transportation	356,482	332,613	332,613	-
EMS/ambulance	341,382	343,767	343,767	-
Total health and social services	<u>896,754</u>	<u>874,732</u>	<u>874,732</u>	<u>-</u>
LIBRARY, RECREATION AND PARKS:				
Kent Memorial Library	484,927	484,126	484,126	-
Recreation	342,612	299,368	299,368	-
Recreation activities	125,810	135,969	135,969	-
Youth services	77,054	73,752	73,752	-
Total library, recreation and parks	<u>1,030,403</u>	<u>993,215</u>	<u>993,215</u>	<u>-</u>
BOARD OF EDUCATION:				
Education	<u>35,901,023</u>	<u>35,901,023</u>	<u>35,849,959</u>	<u>(51,064)</u>
OTHER:				
Cemeteries	<u>40,290</u>	<u>40,290</u>	<u>40,290</u>	<u>-</u>
DEBT SERVICE	<u>2,316,300</u>	<u>2,203,861</u>	<u>2,203,861</u>	<u>-</u>
CONTINGENCY	<u>500,000</u>	<u>252,469</u>	<u>148,672</u>	<u>(103,797)</u>
Total expenditures	<u>55,871,693</u>	<u>55,871,693</u>	<u>55,657,582</u>	<u>(214,111)</u>
OTHER FINANCING USES:				
Transfers out:				
Capital Projects Funds	<u>6,453,625</u>	<u>6,453,625</u>	<u>6,453,625</u>	<u>-</u>
Total expenditures and other financing uses	<u>\$ 62,325,318</u>	<u>\$ 62,325,318</u>	<u>\$ 62,111,207</u>	<u>\$ (214,111)</u>
				<i>(Concluded)</i>

TOWN OF SUFFIELD, CONNECTICUT
SCHEDULE OF PROPERTY TAXES LEVIED, COLLECTED AND OUTSTANDING
FOR THE YEAR ENDED JUNE 30, 2022

Grand	Balance			Transfers		Balance	Collections, net of refunds				Balance
List	Uncollected	Current	Lawful Corrections		To	To Be	Interest and				Uncollected
		Year	July 1, 2021			Levy	Additions	Deductions	Suspense	Collected	Taxes
Lien Fees		Total	June 30, 2022								
2020	\$ -	\$ 43,747,163	\$ 67,778	\$ 129,704	\$ 850	\$ 43,684,387	\$ 43,231,599	\$ 101,369	\$ 43,332,968	\$ 452,788	
2019	396,585	-	9,500	8,023	-	398,062	187,467	43,381	230,848	210,595	
2018	281,334	-	351	2,390	68,429	210,866	73,602	27,857	101,459	137,264	
2017	147,959	-	-	-	-	147,959	49,235	22,345	71,580	98,724	
2016	102,526	-	-	-	-	102,526	32,852	22,182	55,034	69,674	
2015	54,133	-	-	-	-	54,133	2,460	3,690	6,150	51,673	
2014	43,252	-	-	-	-	43,252	3,594	3,891	7,485	39,658	
2013	21,552	-	-	-	-	21,552	-	-	-	21,552	
2012	29,418	-	-	-	-	29,418	-	4,800	4,800	29,418	
2011	22,439	-	-	-	-	22,439	-	-	-	22,439	
2010	20,032	-	-	-	-	20,032	-	-	-	20,032	
2009 & prior	9,832	-	-	27	-	9,805	-	-	-	9,805	
Total	<u>\$ 1,129,062</u>	\$ 43,747,163	\$ 77,629	\$ 140,144	\$ 69,279	\$ 44,744,431	\$ 43,580,809	\$ 229,515	\$ 43,810,324	\$ 1,163,622	