



TOWN OF SUFFIELD

ANNUAL REPORT

2024 - 2025



TOWN OF SUFFIELD

SUFFIELDCT.GOV

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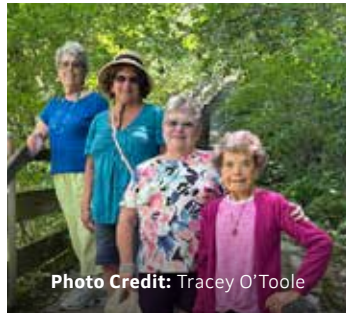


Photo Credit: Tracey O'Toole

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Photo Credit: Donna Carney-Bastrzycki



THE ADVISORY COMMISSION ON CAPITAL EXPENDITURES (ACCE)

Submitted by Brad Belcher

FY25 ACCE COMMISSION MEMBERS

Brad Belcher
Chair

Mike Sattan
Vice Chair

Alex Lepage
Secretary

George Austin

Saeed Akbar

Don Miner
Alt

Scott Crossen
Alt

Kristin Lambert
Recording Secretary

The Advisory Commission on Capital Expenditures (ACCE) is made up of 5 members and 2 alternates appointed by the Board of Selectmen for 4-year terms.

ACCE meets between December and March with town department heads and/or Boards and Commissions to review and discuss their capital project requests for the upcoming fiscal year, and the forecast for the coming 5 fiscal years. The commission also holds a public hearing to ascertain the input of the public on any capital projects.

The Board of Finance has established a target of 11% of the budget be spent on Debt Service and capital projects. This Fiscal Year ACCE also put additional effort into reviewing the Town's vehicle & equipment fleet and forecasting replacement timelines.

ACCE reviewed all the requests and prioritized them in order of importance to the town, while keeping within the recommendation from the Board of Finance.

The final list of recommendations and 5-year forecast was presented to the Board of Selectman, and ultimately the Board of Finance for consideration and incorporation into the final budget presentation.

ASSESSOR'S OFFICE

Submitted by Lisa Trase

The Assessor's Office is responsible for discovering, listing and valuing all real estate, motor vehicles and personal property in Suffield. The primary goal is to ensure 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.

In addition, all state and local exemption programs that affect the tax bills of elderly, military, blind and disabled taxpayers are administered by this department.

These exemptions are applied to the assessed value of eligible property. This information results in the final "Grand Lists" which are accurate compilations of all taxable property in Suffield and its assessed value.

This information is the basis for the Tax Collector's tax bills. In addition, all tax exempt real estate is valued and recorded in a separate Grand List (GL).

CLASSIFICATION	2022 NET TAXABLE GRAND LIST	% OF 2022 GRAND LIST	2023 NET TAXABLE GRAND LIST	% OF 2023 GRAND LIST	\$ DIF	% DIF
Real Estate	\$1,309,245,628	82.8%	\$1,778,925,838	87%	\$469,680,210	35.9%
Personal Property	\$97,996,976	6.2%	\$99,224,024	4.9%	\$1,227,048	1.3%
Motor Vehicles	\$174,846,326	11%	\$167,040,813	8.2%	-\$7,805,513	-4.5%
FINAL TAXABLE GRAND LIST	\$1,582,088,930		\$2,045,190,675		\$463,101,745	29.3%



The Town performed a State Mandated Revaluation of all Real Estate effective October 1, 2023. The Revaluation increased the Real Estate Grand List by \$469,680,210 or 35.9%.

REVALUATION HIGHLIGHTS

- eQuality Valuation Services of Waterbury was hired to perform the Revaluation at a cost of \$159,000. We converted to their valuation program in 2019.
- Real Estate values have increased significantly since the 2018 Revaluation.
- Residential Properties increased by an average of 35.4%
- Commercial Properties increased by an average of 40.7%
- Revaluations don't affect each property in the same manner. While the average increase for residential properties was 35.4%, some properties changed at much lower or higher percentages. This was similar to the 2003 and 2008 Revaluation results.
- The 2020 recommended land values from the Farm Bureau were used to calculate values for Forest, Farmland and Open Space (PA490).



REVALUATION HIGHLIGHTS

- There were 297 informal hearings in December 2023 where residents discussed / challenged their new assessments with the Revaluation vendor. Sixty five (65) of those hearings resulted in a reduced assessment.
- The Board of Assessment Appeals (BAA) had 82 scheduled hearings. Twenty five of those were for Commercial Real Estate. As part of the Revaluation, the Town paid for appraisal reports for ten properties that were either special purpose or likely to appeal. Those reports were received late and were not used to adjust assessments before the Grand List was filed. Using those reports and meeting with the Revaluation company (eQuality) in February and March it was determined that some of the appealed assessments should be revised. The Town Attorney and Board of Assessment Appeals approved a stipulation and agreement document to be used to negotiate modified assessments for commercial properties. As part of the agreement, the appellant agreed to not seek further legal action through Superior Court. The Real Estate portion of the Grand List was reduced by \$10.8M for all residential and commercial appeals.
- The mill rate was reduced by 20.9% from 28.61 to 22.63 mills.
- The next Revaluation will be effective October, 1 2028.

The Real Estate Gross Grand List is \$2,365,672,382 with \$577,567,840 or 24% of the assessed value classified as exempt.

If there was no Revaluation, it is estimated that the Grand List would have grown by .78% or \$12.3M.

There were 31 new houses completed since the 2022 GL and there are open permits for 39 more homes. Hidden Way, Kings Meadow, Metacomet Ln, Stonegate Ln and Phase II of Suffield Chase (Dylan Drive) subdivisions are actively being built.

The Motor Vehicle portion of the Grand List was down -3.7% (-\$6.5M). Last year, Motor Vehicles accounted for 11% of the Grand List and now they represent 8.2%. Motor vehicle values went down 15% on average after a few years of large increase due to the pandemic. This value reduction, coupled with a lower mill rate resulted in lower motor vehicle bills. This is the last year where motor vehicles will be valued using the NADA.JD Power Clean Retail value. The law that passed to change the motor vehicle valuation method from a market value basis to a depreciated MSRP basis is slated to be in effect for the 2024 Grand List.

BOARD OF EDUCATION

BOARD OF EDUCATION

(as of June 30, 2025)

Maureen Sattan, *Chair*

Melissa Finnigan, *Vice Chair*

Debra Dudack, *Secretary*

Matthew Dunbar,
Superintendent of Schools

Brian Fry

James Mol

Gianna Rossi

Michael Sepko

Gregory Sparzo

Samuel Toskin



Photo Credit: Kathleen Swenson

SUFFIELD PUBLIC SCHOOLS

The 2024–2025 school year brought many new opportunities for the students, families, faculty, and staff of the Suffield Public Schools.

Each year, the district establishes annual goals and new initiatives designed to strengthen and expand the educational experiences we offer our students. With the continued support of taxpayers, access to critical resources, and ongoing professional learning, we take great pride in the progress we have achieved. The following list highlights just a few of the key initiatives undertaken by the Suffield Public Schools during the 2024–2025 school year.

New mathematics and literacy programs are being implemented in our elementary schools. These changes represent a significant investment in professional learning for our teachers and there is already measurable growth in student performance. Both programs will be fully integrated across the elementary level next year.

The district’s integrated preschool program achieved National Association for the Education of Young Children (NAEYC) Accreditation.

Suffield earned the distinction as a Best Community for Music Education for the third year in a row. This national recognition honors school districts that demonstrate exceptional commitment to music education.

All Suffield schools are increasing opportunities in place-based education. By connecting academic content to real-world settings such as neighborhoods, parks, and historic landmarks, students develop a deeper understanding of their learning. Outdoor experiences also foster curiosity, physical activity, and well-being.



SUFFIELD PUBLIC SCHOOLS

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

ENROLLMENT HISTORY

(In-District Enrollment – does not include Outplacements and Magnets)

- ▶ **2020-21**
2,055 Students
- ▶ **2021-22**
2,030 Students
- ▶ **2022-23**
2,025 Students
- ▶ **2023-24**
2,023 Students
- ▶ **2024-25**
2,011 Students

15-YEAR BOE BUDGET HISTORY		
Fiscal Year	Total Budget	Percent Change
2010-2011	\$30,405,137	1.46%
2011-2012	\$30,761,551	1.17%
2012-2013	\$31,263,943	1.63%
2013-2014	\$31,856,239	1.89%
2014-2015	\$32,589,367	2.30%
2015-2016	\$33,704,325	3.42%
2016-2017	\$34,230,244	1.56%
2017-2018	\$34,611,844	1.11%
2018-2019	\$34,807,232	0.56%
2019-2020	\$35,547,870	2.13%
2020-2021	\$35,901,022	0.99%
2021-2022	\$35,901,022	0.00%
2022-2023	\$36,660,643	1.60%
2023-2024	\$38,533,892	5.69%
2024-2025	\$39,497,389	2.50%

DUES & FEES
\$204,289

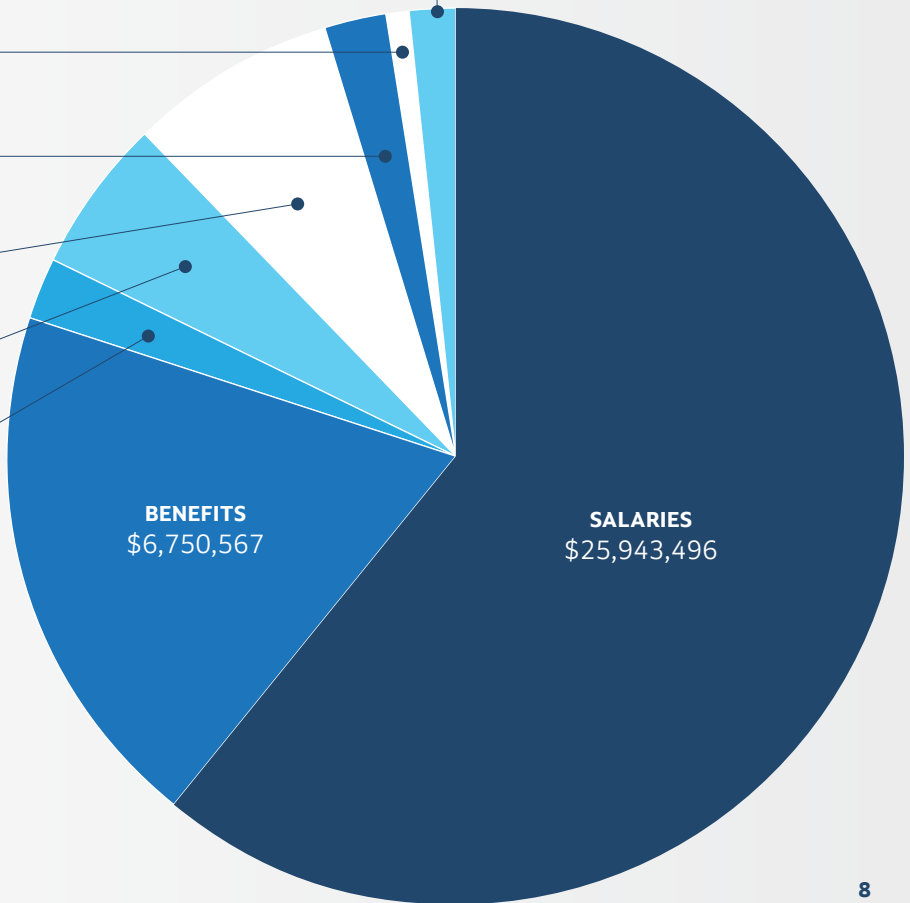
PROPERTY & EQUIPMENT
\$96,850

SUPPLIES & MATERIALS
\$659,341

OTHER PURCHASED SERVICES
\$3,616,442

PURCHASED PROPERTY SERVICES
\$1,537,846

PROF & TECHNICAL SERVICES
\$688,558



BOE PROPOSED FY25 BUDGET
\$39,497,389

2.50% or \$963,497 Increase over FY24

BUILDING DEPARTMENT

Submitted by Mike Addington

The Intent of the State Building Code

The purpose of the State Building Code is to establish the minimum requirements to provide a reasonable level of safety, health and general welfare through structural strength, means of egress, stability, sanitation, light and ventilation, energy conservation, and for providing a reasonable level of life safety and property protection from the hazards of fire, explosion or dangerous conditions, and to provide a reasonable level of safety to fire fighters and emergency responders during emergency operations.

Provisions of the Building Code

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

Duties of the Building Department

The building official is authorized and directed to enforce the provisions of the building code. The building official has the authority to adopt policies and procedures to clarify the application

of its provisions. Such policies and procedures shall comply with the intent and purpose of the building code. The building official shall receive applications, review construction documents and issue permits for the erection, and alteration, demolition and moving of buildings and structures, inspect the premises for which such permits have been issued and enforce compliance with the provisions of the building code.



ACCOMPLISHMENTS OF THE BUILDING DEPARTMENT

- Regularly attend training seminars to maintain building official licenses.
- Continue to make improvements and streamline the Open Gov permitting software.
- Instituted and updated policy changes.

BUILDING DEPARTMENT STATISTICS

TYPE OF PERMIT	FY 21	FY 22	FY 23	FY 24	FY25
New Single Family home	47	37	25	30	12
Residential – Renovations & Additions	328	442	403	471	528
Commercial – Renovations & New Buildings	24	24	28	34	24
Inspections Conducted	3736	3656	2887	2753	2762
Number of Permits Issued	1253	1399	1353	1436	1498
Construction Value of Permits	\$44,259,388	\$39,079,030	\$33,680,648	\$38,023,340	\$44,299,635
Permit Fees Received	\$524,290	\$484,504	\$492,889	\$578,929	\$712,421

CONSERVATION COMMISSION

83 MOUNTAIN ROAD
TEL: 860 668-3847

Submitted by Keith Morris

MEMBERS

Keith Morris
Consultant
Email: kmorris@suffieldct.gov

Tom O'Brien
Parks Superintendent
Tel: 860 668-3846

<p>Art Christian <i>Chairman</i> (June 2029)</p> <p>Glenn Neilson <i>Vice Chairman</i> (June 2029)</p> <p>Norm John Noble <i>Secretary</i> (June 2026)</p> <p>Elizabeth Fanous (June 2027)</p>	<p>Jessica McCue <i>(alternate)</i> (August 2027)</p> <p>Raymond Wilcoxa (June 2026)</p> <p>Gary Phelps (June 2026)</p> <p>Pat Reilly (June 2028)</p> <p>Tom Elmore <i>(alternate)</i> (June 2026)</p>
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The Commission meets on the second and fourth Tuesdays of the month except for the months of June, July, August, and December when there is only one meeting a month.

Growing concern for the environment continues to influence how we treat our fragile planet. In Suffield, the Conservation Commission is responsible for monitoring and regulating activities that affect the town’s watercourses, inland wetlands, and aquifers. This is done through a process of review and the establishment of regulations based on the Clean Water Act (Public Act 155), as well as guidelines from the U.S. Environmental Protection Agency and the Department of Energy and Environmental Protection (DEEP).

Suffield has a comprehensive resource, the *Regulations of the Suffield Conservation Commission*, which outlines the requirements for land use activities within wetlands or designated buffer areas. It is the responsibility of all individuals, whether homeowners, farmers, or developers, to review and comply with these regulations before making any changes to the land.

As land use continues to expand in Suffield, increased pressure will be placed on wetlands, which are often considered marginal lands. Once a development is approved, our consultant, Keith Morris, conducts random site inspections to ensure that erosion and sedimentation controls are properly installed and functioning as intended.

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

Applications acted upon	13
Approval for home(s) construction	2
Culvert Replacement	1



Photo Credit: Chad Lemmens

Fees collected during the year totaled **\$6,622.87**.

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 2024-25 fiscal year include the following:

- Numerous Eagle Scout projects have enhanced Sunrise Park. Scouts must present their proposals to the commission for review and approval.

- A permanent enclosure was constructed for the portable toilets and wash station near the pavilion.
- The annual kids' fishing derby at White's Pond continued, with special thanks to the Suffield Parks and Recreation Department for their support.
- The commission is evaluating potential uses for the former Remington Street pedestrian bridge, including spanning the lower pond at Sunrise Park.

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

ECONOMIC DEVELOPMENT COMMISSION

Submitted by Chad Kuzontkoski

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.

- Continued the collaboration between the Economic Development Department, Suffield High School (SHS), local manufacturers, and tradespeople on the SHS Career Fair and Post-Secondary Expo, helping connect students to local employment and training opportunities.
- Promoted Suffield businesses at the Connecticut Capitol for the second year in a row as part of the Bradley Development League’s “BDL Day”. Participants from Suffield included Hilltop Farm & Creamery, 880 Burbank Studios, and Aces High Robotics.
- Continued the Tax Increment Financing (TIF) District Matching Grant Program to support façade improvements and interior renovations for properties within the TIF District. Over 20 projects have been approved across two rounds of applications.
- Developed a new Traffic Island Sponsorship Program in collaboration with the Suffield Garden Club and local businesses. Sixteen sponsorships were secured and planters were installed to enhance the visual appeal of key intersections.
- Organized the second annual Suffield Art Trail on May 17th, featuring local galleries, studios, and historic locations.
- Launched the Farm Sign Initiative which is a partnership between local artists and farms to create custom roadside signs for participating farm stands. Over a dozen artist/farm pairings were established, with several signs completed and installed.
- Supported and promoted multiple community events including the Suffield Alight celebration, the annual Halloween Trick-or-Treat at the Senior Center and Kent Memorial Library, and the Small Business Saturday Passport Program featuring 19 local businesses with prizes awarded to participating shoppers.
- Received a \$3,000 grant from the Amiel and Mary Anne Zak Public Service Fund to design and print a fold-out map and brochure promoting attractions and businesses in and around Suffield.

ECONOMIC DEVELOPMENT COMMISSION	STAFF
<p>Gayle Demko – <i>Chair</i> John McGuire - <i>Secretary</i> Robert Kelly Jeff Girard Maria Silvestri Jack Henrie - <i>Alternate</i> Roger Murray - <i>Alternate</i></p>	<p>Bill Hawkins, AICP <i>Director of Planning & Development</i></p> <p>Chad Kuzontkoski <i>Economic Development Specialist</i></p> <p>Eleanor Binns <i>Recording Secretary</i></p>

- Supported several ribbon cutting celebrations for local businesses. These events include new business grand openings, as well as expansions or relocation of existing businesses.
- Continued to promote the Town as a business-friendly community through outreach and networking events in partnership with the North Central Connecticut Chamber of Commerce.

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

Chad Kuzontkoski
Economic Development Specialist

Photo Credit: Chad Kuzontkoski



SUFFIELD PICKLE BALL
15 Kenny Roberts Memorial Drive.
Grand Opening January 3, 2025

EMERGENCY MANAGEMENT DIRECTOR

Submitted by Chief John Spencer

The Emergency Management Director (EMD) is responsible for overseeing Suffield’s preparedness, response, mitigation, and recovery efforts. The EMD coordinates planning, training, and interagency collaboration to strengthen the town’s resilience to emergencies and disasters.

During 2024–2025, the EMD supported several responses and routine incidents, including severe weather, hazardous material incidents, and support for local town events and gatherings through proactive planning and preparedness.

The Town’s Local Emergency Operations Plan (LEOP) was fully revised and formally adopted, ensuring alignment with updated state and federal standards. In addition, the EMD facilitated tabletop and functional exercises with key town departments, enhancing operational coordination and communication among public safety partners.

This year also marked continued progress in technology and communication. The EMD worked closely with the Town IT Department to design and pilot a new emergency notification platform to improve community alerts and crisis communication.



Looking ahead to 2025–2026, the Emergency Management Office will continue interagency planning and coordination efforts, expand public preparedness outreach, and conduct additional training and exercises to enhance the Town’s overall readiness and response capabilities.

The Emergency Management Office remains dedicated to ensuring Suffield’s safety and resilience through proactive leadership, training, and collaboration.

ENGINEERING DEPARTMENT

Submitted by Bill Hawkins, AICP, Town Engineer Liaison



Drainage Projects

The department responds to resident concerns on drainage issues and works with the Highway Department and contractors to implement solutions. A drainage project on Phelps Road was designed this year. Construction work included catch basin reconstruction, pipe replacement, and clearing overgrown ditches and detention basins at various locations around town.

Bridge Projects

The Quarry Road Bridge was bid this year with J.L. Raymakers & Sons from Westfield, MA being awarded the project. Construction will begin in November 2025. The Russell Avenue bridge replacement project advanced in design with public information meetings scheduled for next fiscal year. Construction is expected to begin in 2027 for this bridge.

Local Transportation Capital Improvement Program (LOTICIP)

Four LOTICIP grant projects are in various stages of design including one to remove pavement on the Windsor Locks Canal Trail and replace with stone dust, one to replace and extend sidewalks on Kent Avenue, one to repave the Farmington Canal Heritage Trail in West Suffield, and one to repave Bridge Street and add pedestrian amenities including sidewalks. The LOTICIP grant fully covers construction and construction inspection costs.

Subdivision Projects

Two residential subdivision projects under construction including the Kings Meadow subdivision off of East Street South and the Suffield Chase project located off of Bridge Street were inspected multiple times this year. These inspections were done to determine compliance

with development standards related to stormwater management systems, road construction, and other public improvements. The Elaine Drive subdivision road and public improvements were reviewed prior to acceptance as a Town road.

Additional Town Engineer Functions

- Advising the Planning & Zoning Commission including engineering reviews of subdivisions, site plans, bond release requests, and road acceptances.
- Advising the Conservation Commission on drainage impacts of proposed developments on wetlands.
- Advising staff on engineering concerns related to building permits and plot plan reviews as requested.
- Provide technical advice on Public Works projects as requested.



Photo Credit: Lee Corbert



Photo Credit: Tim Kudrle

ETHICS COMMISSION

Submitted by Jay Presser

PURPOSE AND PROCEDURES

The Town of Suffield has a Code of Ethics (“Code” to govern the conduct of elected and appointed officers, employees, and board and commission members of the Town.

To enforce the Code an Ethics Commission (“Commission”) was created to address Complaints of a violation, and if appropriate, issue a advisory opinions.

An individual may file a Complaint asserting that there has been a violation of the Code of Conduct using the official form found on the Town’s website. The Complaint, and any additional supportive documentation, is filed with the Town Clerk, in an envelope addressed to the Ethics Commission. The Clerk maintains the confidentiality of the Complaint and forwards it solely to the Chairman of the Commission, or a designee. The Complaint, including all supporting documentation is shared by the Chairman or designee with the full Commission.

Under the Code of Ethics, the Commission consists of five members who are electors of the Town, no more than four of whom should be of the same political party. The members are appointed by the First Selectman with the approval of the Board of Selectmen and typically serve for a term of four years or the expiration of the term of a member who has left with time remaining on the term. No member shall serve as a member of any other Town board or be employed by the Town or Board of Education.

In addition to the regular members, the First Selectman appoints two alternate members, not of the same party, with the approval of the Board of Selectmen. The two alternate members serve in the absence of a regular member on a rotational basis with the same powers and authority as a regular member. No alternate member shall serve as a member of any other Town board, neither commission, authority, nor Board of Education.

If a Complaint is received by the Commission (“Commission”) it conducts an initial meeting to begin the process of determining whether, based on the Complaint itself, plus supporting evidence, a potential violation. Under the Code “...all information supplied to or received by the Commission during the evaluation and investigation shall remain confidential, as specified by the provisions of the Connecticut General Statutes §§ 1-200(6) and 1-206. Accordingly, the initial meeting is largely conducted in executive session, with neither the Complainant nor the accused (who is not even notified of the Complaint at this state) present during the executive session. However, If the Commission finds that the complaint has sufficient evidence to warrant an inquiry, Complainant and those charged are notified. At that point, the Commission has the power to hold hearings concerning the Complaint, administer oaths, examine witnesses, receive oral and documentary evidence, compel the attendance of witnesses by subpoena, and require the production relevant documents. At that stage both parties have the right to appear before the Commission to be heard; to be represented by legal counsel; and to examine and cross-examine witnesses, including their accusers. Such hearings are closed to the public unless the accused requests otherwise.

Commission Meetings During The Fiscal Year Starting July 1, 2024

The Commission met to consider and rule on two Complaints, once on September 10, 2024 (based on a Complaint first filed on August 21, 2024). A second hearing was conducted on June 19, 2025 (based on a Complaint filed on May 29, 2025).

In addition to these two meetings, the Commission’s annual meeting, open to the public was held on March 18, 2025.

Members attending the September meeting were Jay Presser, Chair, Scott Wheeler, Vice-Chair, George Dalrymple, Dara Goings, and Carol Martin, Secretary. Alternate Daniel Vindigni was also in attendance.

Alternative Susan Keane was absent. At the conclusion of the executive session, in open session the Commission members voted that the Complaint failed to present sufficient evidence to warrant an inquiry.

Members present at the annual meeting were Jay Presser, Chair and Acting Secretary, George Dalrymple, Scott Wheeler, Vice-Chair, Dara Goings, and Daniel Vindigni (alternate). Alternate Susan Keane was absent. Member (and Secretary) Carol Martin was absent, but it was announced that Martin was in the process of retiring from the Commission. The Commission, in absentia, recognized and thanked Martin for her many years of service. The Commission reelected Jay Presser as Chair, and Scott Wheeler as Vice-Chair. There were discussions about Daniel Vindigni becoming Secretary upon the official acceptance of Martin’s resignation by the Town.

The June meeting was attended by members Scott Wheeler, George Dalrymple, Jay Presser, and Susan Keane (who was appointed by the Selectmen as a regular member following Martin’s retirement. Member Dara Goings was absent.

Alternates Present

Daniel Vindigni and Brendan Malone, who had, at the time of this meeting, been appointed an alternate and been sworn in. At the conclusion of the executive session, in open session the Commission members voted that the Complaint failed to present sufficient evidence to warrant an inquiry.

The Commission also voted to appoint Daniel Vindigni as Secretary with Martin’s retirement now official.

Expenditures

Although the Commission may employ necessary staff or outside counsel within available appropriations during this fiscal year no expenditures were requested or used.

FINANCE DEPARTMENT

Submitted by Mandi Moore



The Finance Department is responsible for all financial duties relating to town expenditures and receipts, excluding tax collection. The finance office is comprised of four staff plus the elected Town Treasurer.

The major responsibilities the finance department oversees are financial reporting, budgeting, payroll, accounts payable, treasury management, and debt management.

STAFF

Mandi Moore
Director of Finance

Ian Stratton
Assistant Director of Finance

Kacy Colston
Treasurer

Marie Bourque
Accounting Assistant AP/AR

Ellen Legg
Accounting Assistant Payroll

Financial Reporting

The Town of Suffield is required to have an external auditor review our financial statements each year, and perform an audit on State and Federal expenditures that complies with single audit guidelines. Each fiscal year financial statements are produced and are filed with the Town Clerk. Current and prior year financial statements are also available on the Town website.

The finance department is responsible for completing various reports for several state and federal programs. The Board of Education completes separate reporting as required, and all funds expended by the Town of Suffield for both Town and Education use are combined in the Federal and State Single Audit reports. During fiscal year 2025, the finance department completed the annual audit and filed the financial statements by the December 31st State of Connecticut deadline.

Budgeting

The Town of Suffield must approve an Annual Town Budget per the Town Charter each year. The process starts with individual departments, boards, and commissions submitting requests to the First Selectman and finance department. Finance works with those submitting a budget to ensure they have adequate information and historical data in order to prepare their request.

After reviewing requests with the various departments and finance, the First Selectman presents a budget to the Board of Selectman for approval. The Schools submit their budget to the Board of Education for approval. Both the Board of Education and the Board of Selectmen make a recommendation to the Board of Finance to create a combined Town Budget.

The Board of Finance reviews the requests, and recommends an Annual Town Budget to public hearing per Town Charter. The Annual Town Budget is then sent to Town Meeting for approval. In fiscal year 2025, the 2026 Annual Budget was approved at the May 7, 2025 Town Meeting.



Payroll

The finance department prepares and processes payroll for Town and WPCA employees on a bi-weekly basis. The Board of Education completes a separate payroll processing for all Board of Education employees. In addition to weekly processing, the finance department files state and federal reports related to payroll, and issues annual W2 and 1095 forms to all Town Employees including those of the Board of Education and WPCA. Pension management is also handled by the finance department. This includes issuing annual statements to pension participants, completing benefit calculations for retirees, completing estimates for employees in anticipation of retirement, and other general pension related tasks. The Town has approximately 200 full time, part time and seasonal employees, excluding the Board of Education.

Accounts Payable

The finance department is responsible for making payments to all vendors, excluding goods or services provided to the WPCA or Board of Education. Departments initiate requisitions based on quotes and estimates received, and once a requisition has received all required approvals, it is converted to a Purchase Order (PO) and provided to the vendor. Town departments provide the finance office with approved invoices, and check runs are initiated bi-weekly. In fiscal year 2025, the finance office processed approximately 6900 invoices for payment.

Treasury Management

The Town Treasurer is responsible for Treasury Management functions for the Town. This includes ensuring adequate cash balances in bank accounts to cover Payroll and Accounts Payable needs of the Town and Board of Education; as well as managing short term investment accounts to maximize investment income. The Treasurer safeguards Town funds, monitoring that internal controls are met through dual authorization requirements.

Debt Management

The finance department oversees debt management during the various stages of approval, issuance, and continuing disclosure compliance. The Town of Suffield has 3 outstanding debt issuances from 2012, 2016, and 2020, totaling approximately \$18.5 million in principal and interest. At the end of fiscal year 2025, the Town had approximately \$8.4 million is authorized and unissued projects, including the recently approved Emergency Services Radio Project and two School HVAC projects. The finance department anticipates issuing General Obligation Bonds during fiscal year 2026. Issuing new debt will include an updated rating from one of the major rating agency firms.

FIRE COMMISSION

Submitted by Scott L. Cunningham, Fire Chief

The Suffield Fire Department is a combination department which is comprised of a full-time career staff consisting of a Chief, Lieutenant and six full-time firefighters on duty 24/7, two part-time firefighters who are on duty 16 hours a week and 20 volunteer on-call firefighters.

One or two career firefighters respond to all alarms from Station 1 located at 73 Mountain Rd. They are supplemented by volunteer on-call firefighters who respond from their residences. Their mission is to honorably and safely protect citizens and visitors of Suffield, preserve their property and promote public safety in a professional and caring manner. Department values of courage, integrity, collaboration, commitment, honor, pride, quality, and leadership provide guiding principles for their members to provide first class service to the community and its visitors.

The Board of Fire Commissioners carry 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. The mission of the Fire Commission is to assist the Department in ensuring that the citizens of the Town have dependable, efficient fire protection and public education. The Commission oversees the administration of Department policies and finances and works with the Chief to produce a budget which balances fiscal responsibility with the need to protect the public and give the firefighters the tools they need in order to do their work safely. It seeks to recruit and retain firefighters who display the highest degree of skill, courage and integrity. It encourages Department programs that enhance the quality of life.



Training and Compliance

The Suffield Fire Department trains and educates all members to meet minimum requirements of Connecticut OSHA Title 29 of the Code of Federal Regulations, including the following:

- Part 1910.156-firefighting
- Part 1910.120-hazardous materials operations
- Part 1910.1030-infectious disease control
- Part 1910.120(q)(3)(ii)-incident command system
- Part 1910.134-breathing apparatus.

The department complies with other applicable standards, such as those published by the National Fire Protection Association. All fire department apparatus and equipment are certified annually to meet state and federal regulations and standards.

Response and Community Service

In FY 24-25, the fire department responded to 559 incidents. Of these, 65 percent were between the hours of 7AM and 5PM, when most volunteers are at their place of employment. Public education in fire prevention and life safety continues to be a priority of the department, including school visits, public displays and community outreach programs.

Staffing

In FY 24-25, the fire department added three new career firefighters. These firefighters filled open vacancies that existed. With the addition of these new

firefighters, all our career firefighter positions are filled and our manning is up to the levels that it once was. For the first time in the history of the department, new firefighters were sent to the Connecticut Fire Academy for extensive 14 week Fire Recruit training. Our three new firefighters graduated in May 2025 and have become outstanding additions to our department.

If you are interested in joining the Suffield Fire Department contact Fire Chief Scott Cunningham at Station 1 or by calling (860) 668-3303. You can also send an email to scunningham@suffieldct.gov

FIRE COMMISSION

Paul D. Christian, *Chair*
Victor Mathieu, *Secretary*
Jacek Bucior
Edward O’Hurley
Nathan Prusi
Peter Yeskey

The mission of the **Fire Commission** is to assist the Department in ensuring that the citizens of the Town have dependable, efficient fire protection and public education.



HOUSING AUTHORITY

October 15, 2025



Mark Messenger, Chairman
John Carson, Vice Chairman
Jacqueline Marien, Secretary
Kathleen Remington, Treasurer
Jacqueline Nielson, Tenant Representative
Jason Joyce, Executive Director

The Housing Authority of the Town of Suffield is a subdivision of the State of Connecticut (Connecticut Housing and Finance Authority) and administers to seventy units of low income elderly and/or handicapped housing at Maple Court, Laurel Court, and Broder Place.

Annually the State of Connecticut sets the income limits for low income housing. Our Housing Authority is entirely self-supporting and relies on our tenant's low income rent for the upkeep of our buildings and operating expenses.

Currently the Suffield Housing Authority manages 14 studio units, 52 bedroom units and 4 handicapped units within three but adjacent complexes. The complexes are located adjacent to the Suffield Senior Center which provides a number of daily activities, classes and programs.

Emergency pull cords are located in each bedroom and bathroom. Maple Court, Laurel Court and Broder Place have been connected to an automated alarm system. A volunteer Board of Directors headed by the chairman oversees the Suffield Housing Authority.

Day to day operations are managed by an Executive Director and staffed with one full time maintenance person, one per diem maintenance employee and one part time office secretary.

The Suffield Housing Authority office is located at Maple Court, 81 Bridge Street, and is staffed on Monday through Thursday 9 AM to 3 PM. The telephone number is 860-668-7613, and there is a recorder for messages.





HUMAN RESOURCES DEPARTMENT

Submitted by Karin Ziemba

DEPARTMENT OVERVIEW

The Human Resources Department is a strategic partner dedicated to fostering a professional, engaged, and high-performing workforce.

We provide leadership and support across various municipal services including recruitment, labor and employee relations, compensation, benefits administration, training and development, safety compliance, and employee engagement. We strive to attract, develop, and retain a talented workforce committed to delivering exceptional service to the residents of the Town of Suffield.

Labor Relations & Recruitment

- Settled union contracts with the Water Pollution Control Authority (WPCA), Police and Dispatchers.
- Evaluated and consolidated three municipal positions, leading to improved operational efficiency and reducing costs.
- Hired a dedicated Inmate Supervisor and successfully integrated inmate workers to support the Highway Department operations.

Employee Health and Wellness Initiatives

A major focus this year was controlling rising healthcare costs while maintaining comprehensive benefit offerings for employees. We expanded and enhanced employee health and wellness programming to better support employees' physical, emotional and financial well-being:

Preventive Wellness Engagement

- Overall preventive visits increased from 52.6% to 57.6%
 - Employees: 49.0% → 51.1%
 - Spouses: 43.9% → 47.3%
 - Dependents: 63.4% → 74.1%
- Preventive care usage reached 61.2% in 2024, supporting early detection and reducing long-term health costs.
- My Cigna registration: 91% of employees and spouses are registered, with 82% active usage across Town and Board of Education employees.
- Hosted "Invest in Yourself" Day focused on employee well-being, town benefits and financial education.
- Rolled out Talk space for mental health counseling.
- Continued to promote EAP services, offering guidance

on financial, legal, family support services, career development, substance use counseling and educational workshops.

- Launched the Navigator Program, a healthcare advocacy tool to assist employees and families with navigating complex medical conditions, obtaining second opinions, scheduling specialist appointments and avoiding unnecessary treatments and procedures.
- Hosted annual in-person Cigna information sessions and one-on-one support to help employees understanding their healthcare options to make informed health care decisions.
- Held quarterly claims review meeting between Town and BOE to monitor utilization trends, identify cost drivers, and develop strategies to reduce costs for employees and Town.
- Provided on-side flu shot clinics.
- Offered quarterly retirement planning appointments with Empower.
- Distributed a quarterly wellness newsletter and conducted a town-wide wellness survey to align programs with employee needs.

Employee Development & Training

- Compliance Training in accordance with federal and state mandates.
- Implemented a performance tool for department heads and non-union employees to establish and review performance goals.
- Expanded EAP Online Training, providing free access to online courses and resources.

Employee Engagement & Recognition

We believe in cultivating a workplace where employees feel appreciated, connected, and proud to serve:

- Suffield Spirit to Serve Award - An annual award recognizing outstanding public service.
- Quarterly Employee Spotlights – Highlighting employees on the Town website for their service.
- Recognition of employee birthdays, marriages, new births, and milestone achievements.
- Community engagement – Partnered with Suffield Community Aid to sponsor a Thanksgiving Basket and Holiday Gift Giving for families in need.
- Host monthly employee Luncheons with themed meals to, welcome new hires, and encourage collaboration.

- Annual Holiday Celebration honoring years of service and Spirit to Serve nominees.
- Seasonal competitions to foster camaraderie and participation in Town-wide challenges (e.g., pumpkin carving, cooking challenges, ugly sweater contest, walking challenge).
- Observed Department-Specific Appreciation Days tied to national recognitions.

STRATEGIC GOALS FOR FY 2025–2026

The Human Resources Department is focused on continuous improvement and future-ready strategies to improve efficiencies that align with Town-wide priorities:

Enhance New Hire Onboard experience and HR Efficiencies

- Fully implement electronic onboarding process
- Maximize use of electronic tools for recruitment, evaluations, and personnel action changes.

Implement Cost-Saving Measures for Benefits:

- Continue to identify and implement cost-saving strategies while maintaining competitive and comprehensive benefits for employees.

Grow employee Engagement & Recognition Programs

- Launch new recognition programs based on employee feedback.
- Create structured pathways for acknowledging staff achievements.
- Deepen physical and mental health wellness programming
- Increase employee participation.

Career Pathing & Leadership Development

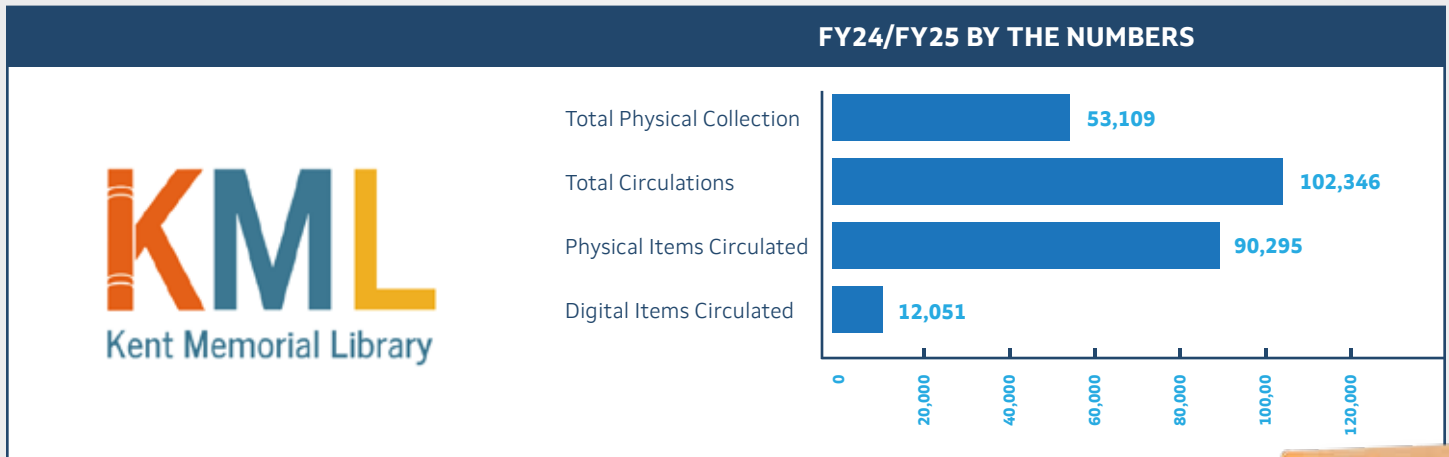
- Assign targeted leadership training as part of annual reviews.
- Support succession planning with cross-training and growth opportunities.
- Identify and prepare internal talent for critical roles across Town departments.

Emergency Preparedness

- Conduct regular town-wide fire drills and evacuation training.
- Review emergency roles, responsibilities, and communication protocols.

KENT MEMORIAL LIBRARY

Submitted by Amy Vessella



We welcomed **90,263** visitors who took advantage of the numerous services, programs, and resources we provide to our community. As in previous years, our circulation figures, reference interactions, program offerings, and attendance have remained robust.

The support from our Town Administration and departments, the Library Commission, the Friends of the Library, the Suffield Public Library Foundation, our dedicated library staff, and our community allies has been crucial in fulfilling our mission: “to serve the community by offering learning resources and information services that enhance individual, family, and community life.” We extend our heartfelt thanks to all of you.

FY25 was an extremely busy year for programming. The library hosted 393 programs with a total attendance of 10,980! We also offered 9 self-directed activities, with 1,301 patrons participating. Thank you to the Friends of the Library for their generous financial support of our programming throughout the year.

Some Notable Offerings

- Summer and Winter Reading programs for adults and children
- 3rd-grade library visits
- Halloween trick-or-treat
- Diwali celebration
- Book Discussion groups for adults and teens
- Qigong classes
- Kids’ Poetry Writing Contest

- Meet a Baby Goat
- Spooky Story Writing Contest
- Chick hatching livestream
- Wanderlust Travel Club
- Polar Express
- Seed Library
- Baseball Trivia
- So You Want To Be A.... job talk series



Staffing

- Liz Bologna was hired as the Associate Director in December 2024.
- We also filled several library clerk openings.

Volunteers

- The library had 26 volunteers who completed a total of 105 hours of work time!

Facilities

- Repairs on the HVAC system began in the spring of 2025.
- Testing showed the library’s PCB levels are under the required limit.
- Initial estimates were received for a refurbishment of the inner atrium.
- Lee Corbert then wrote an RFP for the project and posted it in June 2025.

PARKS AND RECREATION

Submitted by **Peter Leclerc**, *Director of Community Services*

Parks and Recreation Commission (with appointment dates):

Brian Casinghino, Chairman (2009, Chairman since May 2017), William Boucher, Vice Chairman (2016), Jackie Guzie (July 2024), Andrew Joly (November 2018), Chad Lemmens (A-March 2025), Sam Lombardo (May 2019), Stephen Marchillo (October 2020), Christopher Parker (A-July 2023), and David Rusnock (2010).



Parks and Recreation Staff

Donna Carney-Bastrzycki, Director of Special Programs; Pam Cocca, Registration Administrative Assistant; Daniel Leonard, Recreation Supervisor.

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.

Department Program Summary – FY 2024–2025

Over the past fiscal year, the department continued its tradition of providing high-quality and diverse programs at affordable prices for our residents. This was the third year as part of the Town’s expanded Community Services Department, which is comprised of Parks & Recreation, Senior Center, Mini-bus Transportation, and Youth Services. This year, we continued to build upon a strong foundation of program and participants to offer a diverse and exciting slate of programs for the Town.

Program Highlights for FY25

Parks & Recreation staff remain leaders in their field, offering traditional programs as well as innovative

programs, such as the community program “**Open Mic Coffee House Nights**”. Open Mic Coffee House Nights welcomed poets, singers, comedians, and artists of all ages to showcase their talents. Held at the Senior and Community Center, in the cozy lounge area funded by the Suffield Rotary and Knights of Columbus, these evenings offered an intergenerational space for creativity and connection. Guests also enjoyed gourmet desserts, while supporting community talent.

Another innovative program was our new “**Wonder Labs – Science Exploration Class**”. Students in our Wonder Labs Science Exploration Class embarked on an exciting journey filled with discovery, curiosity, and hands-on fun. This after-school program was designed to spark creativity while making the world of science both educational and entertaining. Over the course of five weeks, participants conducted experiments, built inventive projects, and uncovered the science behind everyday wonders. Each session offered a new adventure, from bubbling potions and exploring the secrets of physics to creating colorful and tasty or tactile experiments. The class blended learning with excitement, leaving students eager to keep exploring the world of science.

A new collaboration with the Suffield Public Schools to assist with registration for their after-school programs was a nice addition. This not only gives the schools more powerful program registration software capabilities, but also streamlines registration by giving residents one place to visit to learn about, and register for, programs from both the school and town sides.

Summer Programs featured day camps at Sunrise Park and Kids Korner/Morning Munchkins at McAlister School. In addition, the department offered sport-specific camps for tennis, soccer, basketball, field hockey, and volleyball, as well as swim lessons, golf,

horseback riding, running clubs, races, exercise classes, and enrichment programs.

Community Special Events for the Year: Multi-Generational Family Fun Nights, Full Moon Hikes, Movie Nights on the Green, Summer Concerts, Suffield Night at the Yard Goats, Suffield on the Green, Suffield Aight!, the Fishing Derby with the Conservation Commission, and the Suffield Summer Fair were highlights of the year. These events helped to fulfill part of our mission to make Suffield a great place to live, work, and play!



Photo Credit: Rob Faber Photography

2025 Dancing Stars of Suffield Fundraiser Participants (L-R): Pro Roman Elmi, Neil Altieri, Pro Anastasia Barhatova, Craig Tini, Ashley Fedigan, Pro Serghei Cusnir, Stephanie Salerno, Derek Donnelly, Pro Anastasia Alekseenko. Photo: Rob Faber.



COMMUNITY AWARDS

Members of our 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.

LOUIS CASINGHINO SERVICE AWARD

William Boucher, Vice-Chairman of the Parks & Recreation Commission

Recognizes an individual who has provided unselfish service, for at least ten years, in the interest of Suffield Parks & Recreation. Bill is the Vice-Chairman of the Parks & Recreation Commission, and has been on the commission since 2016. Bill has tirelessly contributed to the betterment of Suffield, going above and beyond his duties while involving himself in various community events and programs.

PUBLIC SERVICE AWARD

Anastasia Barhatova

Recognizes a member of the public, or an organization, that has made outstanding contributions to Suffield Parks & Recreation. Anastasia, and her staff at the Fred Astaire Dance Studio, exemplify the true spirit of public service through selfless contributions to various town programs. Her support extends to events like the Dancing with the Stars of Suffield Fundraiser, where her contributions have made a tangible difference in the Suffield community.

YOUTH LEADERSHIP AWARD

Camille Fawthrop

Recognizes a teenager that demonstrates outstanding leadership in Suffield Parks & Recreation programs. Camille has shown exemplary leadership through her selfless dedication as a youth sports coach for the Suffield Parks & Recreation indoor soccer program. Beyond volunteering in the community, Camille excels academically, embodying the values of service and commitment to her community.

YOUTH SPORTS IMPACT AWARD

Lauren Viscel

Recognizes an individual that exemplifies the values of youth sports, and service to others. Lauren is a youth sports coach for the Town of Suffield who tirelessly puts forward consistent effort and passion for coaching in multiple sports. Lauren has positively impacted countless young people, instilling in them not just skills for the game, but life lessons that extend far beyond fields and courts.



PERMANENT BUILDING COMMISSION

Submitted by Kevin Goff

MEMBERS OF THE PBC

Kevin Goff
Chair

Glenn Neilson
Vice Chair

Joe Sangiovanni
William Gozzo Sr.

Catherine Ellithorpe
Brian Baril

Martin Page
Alternate

Henry Miga
Alternate

The Permanent Building Commission consists of six members and two alternates appointed by the Board of Selectmen. The Board of Selectman shall appoint one of the six members to act as a liaison to the Board of Finance.

In addition to the six members mentioned above, the Board of Selectmen shall appoint a member from each Board(s)/Commission(s) responsible for a Permanent Building Commission project; said members shall be recommended by that Board(s) or Commission(s) and shall have voting rights only on the matters relevant to that board's or commission's project. Terms are four (4) years in length (Suffield Town Charter). During the fiscal year 2024-2025 the commission was involved in the following inquiries:

The PBC met regularly to review, discuss and plan several projects throughout the year.

- Review of the Town-Wide Facilities Assessment based on the Town of Suffield Conditions Assessment & Master Plan developed by Tecton Architects.
- Site Visits/Reviews: Early in the period (c. July 2024), the commission consolidated information from prior site visits to the schools, police station, four fire stations, and the Senior Center.

- The PBC was focused on completing its overall review of 13 Town and School buildings as part of capital planning.
- Building Evaluations: The commission reviewed a plan to conduct annual evaluations and report on all town buildings. Regular Reports from the Town Public Works Director for Town Buildings and the Schools Facility Manager are established with an Annual Summary Report to the Board of Selectmen.
- Priorities: The PBC reached a consensus in agreement with the Tecton Report, establishing the top priorities being Suffield Middle School (SMS) and Fire Station HQ.
- Consultant Selection (RFP): During summer 2025, the PBC developed the Request for Proposal (RFP) to hire an Owner's Project Manager consultant to determine the best course of action to address the needs identified at the Suffield Middle School building project and the Fire Station Headquarters. The OPM Consultant will be responsible for guiding the town through the planning process for a future referendum to develop the plan to address the deficiencies of the SMS and FH1.

Town Hall Elevator Modernization

- Project Approval/Funding: The modernization of the Town Hall elevator was a planned capital expense for the period (budgeted at approximately \$110,000).
- RFP Development: The PBC reviewed and discussed the RFP for Elevator Improvements at Town Hall, which included addressing a history of problems and outlined an expected service outage of approximately six to eight weeks during the work.
- Under the Direction of the Public Works Director, the Town Hall Elevator update and repair is planned and scheduled for January 2026.

Town-Wide Storage Facility

The PBC reviewed plans for a new storage facility:

- Project Scope: The commission discussed the proposed plan for a new Building to serve as a Town-wide Storage Facility with Office Space.



- Intended Use: The building was expected to house townwide storage, the Senior Center minibuses, and provide office space for the Director of Public Works and the Mini-Bus Coordinator.
- The PBC reviewed the overall town storage needs, location options, and whether the building needed to be expanded to accommodate departments like Police and Parks & Recreation.

Suffield High School (SHS) Projects

The PBC was involved in oversight of capital work at the High School:

- HVAC Rooftop Replacement: The PBC received updates on the ongoing HVAC Rooftop Replacement Project, with a target completion of summer/fall 2025 for the installation of 18 new units.
- High School Shingled Roof Replacement: Evaluation and Planning for replacement of the Shingled Roof at the High School is scheduled for Summer of 2026.

- Flooring/STEAM Lab: The school facilities director oversaw the upgrade of the Steam Lab and replacement of flooring in critical areas of the High School
- Bridge from the High School to Bruce Park was evaluated and found to need repairs. An RFP was developed by the Town Public Works Director and will be scheduled for repairs to the deck and railing system.

Special Education Annex Building Use

The PBC discussed a potential use for an existing facility:

- Program Location: Discussions were held regarding the potential use of the Annex Building to accommodate special education students within the town, a measure aimed at reducing the need to send students to programs in surrounding communities.

KML Library Air Quality Monitoring

- The Annual Air quality monitoring for PCB levels was conducted and found to be within levels under the threshold for additional remediation.

PLANNING AND ZONING DEPARTMENT



Photo Credit: Jaylani Masaroni

PLANNING AND ZONING COMMISSION

- Mark Winne** – *Chairman*
- Erin Golembiewski** – *Vice Chair*
- Virginia Bromage** – *Secretary*
- Christine Sinopoli**
- Brian Dunn**
- J. Scott Guilmartin**
- Jeff Girard** – *Alternate*
- Geoffrey Kaplan** – *Alternate*
- Jacob Byrnes** – *Alternate*

STAFF

- Bill Hawkins, AICP**
Director of Planning & Development
- James Taylor**
Zoning Enforcement Officer
- Eleanor Binns**
Administrative Secretary

The Planning & Zoning Commission (PZC) reviewed and approved a site plan application to convert the church building located at 140 South Main Street into twelve residential apartments. The application was submitted pursuant to CT General Statutes Section 8-30g, the Affordable Housing Land Use Appeals Procedure. As a result, four of the twelve apartments will be offered at affordable rents.

The PZC approved a site plan application for a 7,056 SF addition to the building located at 980 South Street. A company called Liquid Piston purchased the 20,000 SF building for their operations and will relocate from Bloomfield. A total of seven site plan and special permit applications were reviewed by the PZC this year.

There were three residential subdivision applications reviewed this year by the PZC resulting in four new building lots. The Town Center Village District Design Review Board reviewed four applications including the outdoor dining patio for Francesco’s Restaurant, updated signage for Windsor Federal Bank, and façade improvements to the building’s located at 41 & 178 Mountain Road.

Staff approved 245 permits which include but are not limited to certificates of occupancy, building additions, sign applications, liquor permits, fence permits, and driveway applications. Of the 245 permits, 193 applications were certified for zoning compliance as part of the building permit process.

The Zoning Enforcement Officer investigated 162 complaints.

PLANNING & ZONING DEPT - FEES COLLECTED

Commission Application Fees	\$9,189
Zoning Compliance Fees	\$13,920
Copies, Maps, Misc. Fees	\$270
Fees-in-Lieu of Open Space	\$0
Zoning Board of Appeals Application Fees	\$620
TOTAL	\$23,999

Amount of fees collected by the department.

POLICE DEPARTMENT



Submitted by Chief James Canon Jr.

Police Commission

The Police Commission serves as civilian oversight of the department 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. The Commission is comprised of the following personnel: Chairman **Anthony Greco**, Vice Chairman **Joseph Blake**, Secretary **Kristina Hallett**, **Michael Siegel**, **Terrence Plakias** and **William Boucher**. Commissioner Plakias has stepped down in June and a name to fill his position is forthcoming. We thank him for his service to the Commission.

Staffing

During 2025 we had two officers retire, Officer Terry Antrum and Detective Shawn St. John, after years of dedicated service to the Suffield Community. Fortunately, we were able to fill both of those positions by late spring. One Officer has since completed his training and the other will complete his training by early August. As a result of the retirements, we were fortunate to have the opportunity to manage a process to select a new Detective. Additionally, we have also been able, through a grant, to re-establish the patrol K-9 program. The handler was selected and is due to begin the academy in September of 2025. The Department is currently staffed with its full compliment of personnel: 21 total Officers, 6 Dispatchers, a Records Clerk and Administrative Assistant.

Equipment Upgrades

This year the Police Department reviewed the possibility of an early replacement of our body and dash mounted cameras, in an effort to enter a new five year agreement and achieve some potential cost savings. We were able to accomplish both goals, which has resulted in the first nine years of the camera program costing less than had we waited for the original agreement to expire and entered into a new five year agreement at that time.

Additionally, after having conducted a study on the town-wide radio system last year and learning of the need to replace it, we were able to work through the bid process and identify a vendor for the project.

Upon passing of a budget plan by Town residents in December of 2024, we began negotiating with our vendor on an agreement. In May we were able to sign an agreement and the project is currently underway with an anticipated deadline of October 2026. This project will directly benefit the following Departments: Police, Fire, Suffield Volunteer Ambulance Association, Suffield Public Schools, Department of Public Works and Information Technology. Furthermore, the project will provide the necessary communications lifeline for all emergency service responders and the Suffield community.

Community Engagement

The Police Department continues to support the community by hosting or being part of the following events: Senior Center High Tea and Christmas celebrations, toy and food drives, National Night Out, informational meetings on various new scams we are investigating, car seat installations, drug take back days, walk and ride to school events, Citizens Police Academy, pickle ball tournament fundraiser for the cadet program and much more.

Additionally, throughout late spring and into summer, we worked closely with the Suffield Historical Society who was preparing their annual newsletter, much of which they were dedicating to the history of the Police Department. The document will be available in early fall and contains a remarkable view on the origination of the Department, it's prior members and where we currently stand today. Prioritizing our relationship with the community is essential to good policing and allows for better communication and transparency, thus our emphasis in making certain of our involvement in each of the events listed.

Accreditation

Over the past three years we have re-written our entire Administration and Policy Manual, ensuring compliance with state statutes and mandates, as well as ensuring best practices. The manual is continually a work in progress and constantly being updated due to the ever changing legal requirements. This is essential to meeting our mandate of becoming Police Officer Standards and Training Council (POST) Accredited by December of 2026.

Having already achieved Tier 1 accreditation, this year we prepared for the final audits for Tier 2 and Tier 3 which are set to take place in August 2025.



At this time those inspections have been completed and we are currently awaiting the results, anticipating full accreditation status over a year before the mandated deadline for all Connecticut Police Agencies.

	FY23	FY24	FY25
Calls for Service	22,554	20,213	20,535
Criminal Arrests	101	124	139
MOTOR VEHICLE VIOLATIONS			
Infraction/Summons Issued	75	134	150
Citations (Verbal/Written)	1216	1956	1746
Accidents (includes private property)	191	226	294
Fatal Accidents	1	0	4
DWI	26	18	12
CRIME DATA			
Auto Theft	15	12	14
Sexual Assaults	8	4	5
Fraud	86	73	61
Assaults (includes domestic violence)	75	86	46
Burglary	18	16	24
Larceny	59	50	51
Arson	1	0	2
Narcotics Arrest	3	2	3

PUBLIC WORKS

Submitted by Lee Corbert

The Department of Public Works consists of a Director of Public Works, Highway Foreman, Facilities Supervisor, 8 full time Highwaymen, 2 part time Prisoner Supervisors, 1 part time Landfill employee, 2 summer employees, 2 part time building cleaners 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 Facilities supervisor and two part time cleaners to assist with daily cleaning and maintenance tasks.

A few of the capital projects that Public Works completed this year include:

- Installation of field irrigation at Cervione Field
- Leveling and seeding of Sullivan Field
- Leveling and seeding of track field at the High School
- Complete rebuild of road, paving and drainage of Cowan Street and Marbern Drive
- Installation of a new crosswalk and signals on North Main street from Marbern Drive
- Building of a Director of Youth Services office and storage space closet at the Suffield Senior Center
- Pouring of new concrete floor at the Landfill garage
- Installation of a new concrete pad and new operators shack at the Landfill
- Drainage repairs to the stormwater system throughout Town
- Replacement of the split rail fence at Sunrise Park
- New evidence room partition wall installed at the Police department
- New roof installed on the Middle School/ McAlister Gazebo



- New roof installed on old firehouse 2
- Complete rebuild and paving of west side parking lot at Spaulding school
- Installation of bollards at the High School
- New electric service installed behind McAlister School

The Highway Department consists of a Foreman, 8-person fulltime crew, 1 part time prisoner supervisor, 1 part time landfill employee and 2 summer employees. Two employees are assigned to Landfill operations full time along with 1 part time but all staff is on call to fill in as needed. The department is responsible for maintaining approximately 81 miles of Town roads and 7 miles of private roads. Town owned vehicles and equipment are maintained by our Highway Department mechanic at the garage. The department is assisted by several plowing contractors for large snow storms and uses 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. Dead trees and branches are removed along streets and mowing along roadsides keeps the sight lines clear for driving. The department maintains the sport fields and parks which total approximately 150 acres. The department sweeps all Town roads twice per year. The highway department 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, 5/10K road race, Suffield Alight, and the Summer Carnival, among others.

REGISTRARS OF VOTERS

Submitted by Laura Brady and Darlene Burrell

The Office of the Registrars of Voters is governed by the Connecticut General Statutes. Registrars work closely with the Office of the Secretary of the State to ensure that voting rights of citizens are upheld. Registrars administer all elections held in town: National, State, Municipal, Primaries, Early Voting, Same Day Registration and Referenda.

Registrars' responsibilities include:

- Voter education
- Updating and maintaining the accuracy of the registry list
- Organizing and conducting the annual canvass of voters
- Organizing and running elections, primaries & early voting, same day registrations and referenda
- Maintaining state certification and keeping up with state & federal election laws
- Providing supervised absentee ballot assistance for convalescent home residents
- Ensuring proper maintenance and storage and preparation of voting equipment utilized for elections
- Training election officials
- Certifying election results to the Secretary of the State and Town Clerk
- Preparing department budgets
- Working town meetings as needed

Registrars attend meetings called by the Connecticut Secretary of the State in order to keep current on impending and new legislation which affects the office. Registrars are active members of the Registrars of Voters Association of Connecticut and attend regular meetings and training sessions.

Although the Registrars of Voters are elected positions, both registrars work together to ensure the fair and equitable implementation of all election laws and administration of elections. There is no partisanship in the Office of the Registrars of Voters.

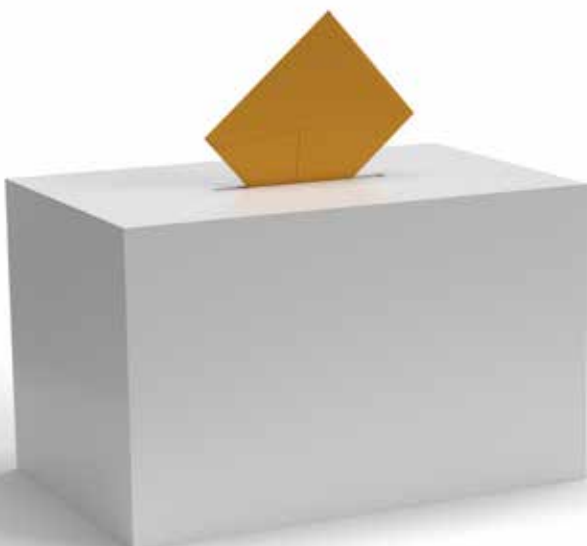
Regular Office hours are weekly on Tuesdays from 10 am to 2 pm. Staff are frequently in the office other days and times to tend to other workload responsibilities as well as additional sessions mandated by state statute. The public is welcome to schedule appointments during times other than the scheduled drop in hours.

In 2025, in addition to the full slate of regular duties, the office has seen a bustle of activity with the first large scale Early Voting during the 2024 Presidential Election. There were also numerous additional responsibilities related to the future rollout of more advanced tabulator equipment as well as pre-rollout activities related to the future release of a new statewide centralized voter registration system.

As of July 1, 2025, there were 9088 registered voters in Suffield: Democrats (2504), Republicans (2898), Unaffiliated (4327), Other (259).

During FY 25 the office processed 3,371 voter record actions, for an average of 281 per month:

- added 1,004 new voters
- changed 1,403 voter records
- removed 964 voter records





Carl Freeman Jr. is honored at the Vietnam Era Veterans event ▲

Voter education/information packets were sent to 135 new Suffield residents.

The required annual canvass of electors was conducted between January 3 and May 1 to determine changes of residence. The National Change of Address System (NCOA) along with the Electronic Registration Information Center (ERIC) was used and 779 Suffield electors were canvassed. As a result, changes were made to 620 voter records.

In September, voter information regarding eligibility for admission as an elector and procedures for applying for such admission was distributed at Suffield High School. In June, a voter registration session was held at the high school to encourage eligible students to register to vote.

REGISTRARS OF VOTERS (ELECTED):

Darlene Burrell (D)

Since November 2003 term expires January 2027

Laura Brady (R)

Since January 2023 term expires January 2027

DEPUTY REGISTRARS (APPOINTED):

Cathy McKeen (D)

Lynn Joyal (R)



Photo Credit: Jaylani Masaroni

RETIREMENT COMMISSION

Submitted by Kacy Colston

The Retirement Commission is responsible for overseeing and managing the town's retirement plans, including pension funds, by setting investment strategies and ensuring compliance with regulations. The commission, which consists of eight members, meets quarterly.

During the fiscal year 2024-2025 the commission was involved in the following:

Quarterly review of investment performance

Each quarter the town's investment consultant, GYL Financial Synergies, prepares detailed reports on the town's pension and deferred compensation plans and addresses the concerns and recommendations of commission members.

Investment Policy

The Retirement Commission worked with representatives of GYL (now Focus Partners) to craft an Investment Policy Statement for the town's Deferred Compensation Plan. Counsel from Robinson+Cole was engaged to review the proposed policy and make recommendations to insure alignment with standard practice. The Retirement Commission voted to approve the amended policy on October 10, 2024 and it was executed by Finance Director Amanda Moore and Town Treasurer Kimberlee Colston on March 18, 2025.



Special Holiday Lunch & Concert with Jimmy Mazz

Photo Credit: Bethany Sullivan



SENIOR CENTER

Annual Report by Peter Leclerc

Director of Community Services

July 2024 – June 2025

SUFFIELD SENIOR CENTER AND MINI BUS TRANSPORTATION ▾

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

	FY22	FY23	FY24	FY25 (CURRENT YEAR)
Check-in Count	11,378	12,876	13,995	14,525
Highest Weekday Attendance Average	72 on Wednesday	93 on Wednesday	89 on Wednesday	90 on Wednesday
Meals Served	2,811	3,150	5,212	6,507 (25% increase)
	(Wednesdays & Thursdays)	(Wednesdays & Thursdays)	(Tuesdays, Wednesdays & Thursdays)	(Tuesdays, Wednesdays & Thursdays)

Outstanding Customer Service and Expanded Offerings

The Suffield Senior Center had a standout year, marked by exceptional customer service and continued growth in programming to better support our senior community. Under the leadership of Assistant to the Director – Kitchen, Marylou Brewster, and Kitchen Assistant, Laura Bourgeois, the Center successfully expanded its lunch service for the second year in a row by adding Tuesdays to the already successful Wednesday and Thursday offerings.

A major highlight of the year was the Holiday Dinner Show featuring Jimmy Mazz (pictured), which brought festive entertainment and joy to our seniors.

Strong collaborations with Parks & Recreation and Youth Services also helped make the year a success. These partnerships led to a variety of well-received special events and intergenerational programs, enriching our offerings and strengthening community connections across all ages.

Program Highlights

This year, the Senior Center introduced a wide variety of new programs and activities, offering something for every interest:

- **Armchair Travel Series:** Led by Bethany Sullivan, these interactive sessions transported participants around the world with travel videos, cultural facts, and delicious ethnic foods from destinations like Nepal, Australia, Brazil, and Japan.
- **Enrichment Programs:** Creative and hands-on offerings were a big hit, featuring jewelry making, crafting projects, chocolate tastings, and coffee tastings.
- **Fitness Classes:** A range of yoga, Pilates, and line dancing classes were tailored to accommodate all ability levels, encouraging movement, wellness, and social connection.

In addition to new offerings, the Center continued to provide vital informational and health services, including Ask the Attorney, Ask the Realtor, CHOICES

Medicare counseling, foot care, blood pressure screenings, haircuts by Rosemarie, and therapeutic massage. These ongoing services play an essential role in supporting the health, independence, and interests of our senior community.

Volunteer Contributions and Facility Enhancements

We are deeply grateful for our dedicated volunteers, who have contributed over 1,000 hours of their time this year. Their invaluable efforts at the kitchen, reception area, library and special events have greatly enhanced our service quality and community spirit.

This year, the Senior Center made several meaningful building improvements:

- **Convection Oven Replacement:** We reached the capacity of our oven, and replaced it with a double convection oven. The new oven is capable of cooking 75-100 meals per sitting leading to a 25% increase in meals served.
- **Sound Absorption Panels:** Installed in the exercise room to reduce echo and create a more comfortable environment.
- **Indoor and Outdoor Plants:** New greenery was added throughout the building, enhancing aesthetics and improving air quality.
- **Volunteer Garden:** Thanks to the dedication of Jaq Neilson, Carol Higgins, and other volunteers, the garden now produces fruits, vegetables, and herbs that support both the kitchen and the broader community.

Staffing Enhancement

This was the first year with Bethany Sullivan serving as a full-time staff member dedicated to senior programming and services. Bethany has been an outstanding addition, bringing energy, creativity, and a welcoming presence to the center.

With the support of committed staff, volunteers, community partners, and Town officials, the Town of Suffield Senior Center continues to grow and evolve—making the center a welcoming destination for all.

Mini-Bus Transportation

The Suffield Mini Bus provides vital transportation for residents age 60 and older, as well as adults 18+ with disabilities. Riders rely on the service for trips to adult day programs, the Senior Center, medical appointments, grocery and retail stores, pharmacies, banks, and special events. By offering both routine and specialized transportation, the program helps participants stay active, connected, and independent.

Based out of the Library Room at 145 Bridge Street, the Mini Bus team also supports community events such as Suffield on the Green, senior dinners, the Suffield Summer Fair, and other local activities.



Photo Credit: Shannon Foley

Shirley Furey at the Veteran Memorial Dedication ▲



Photo Credit: Peter Leclerc

The Mini Bus Transportation Department also has a fleet of cars to help with transport needs.

The full Mini Bus staff consists of: one full-time transportation planner/driver (35 hours/week), one 30-hour/week driver, one 24-hour/week driver, one 19-hour/week driver, two 16-hour/week drivers, and per diem drivers. During the past year we were not able to fully staff the department on a regular basis, and as a result reduced ride capability.

FY22 One-way trips: 8,978

FY23 One-way trips: 9,676

FY24 One-way trips: 9,613

FY25 One-way trips: 9,501

FY22 Mileage: 64,696

FY23 Mileage: 68,269

FY24 Mileage: 59,845

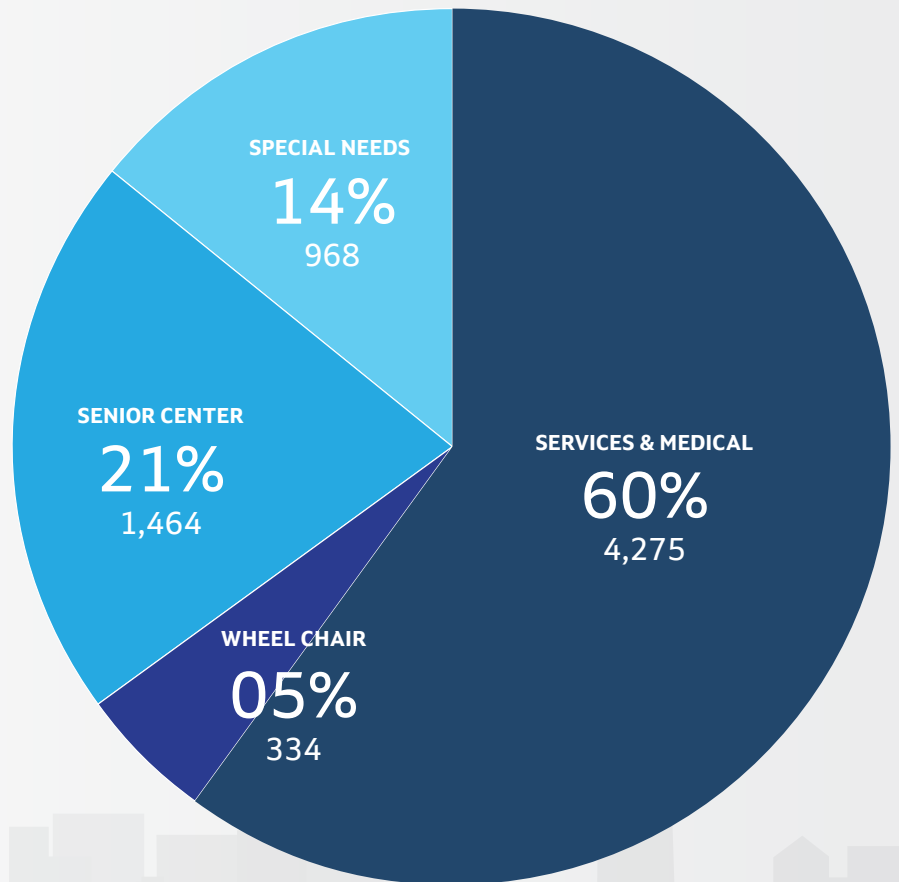
FY25 Mileage: 56,726



PASSENGERS ON ONE-WAY TRIPS & TRANSPORTATION TYPES

FY25

ONE WAY



SOCIAL SERVICES COMMISSION

The Social Services Commission is comprised of 7 commission members (Suffield residents) as well as representation from the Senior Center, Youth Services and Juvenile Review Board, Suffield Community Aid and Suffield Housing Authority.

Our meetings help communications across these areas and strive to bring the Town together in supporting each other as needs shift and change.

Submitted by Robin Zatory,
Social Services Chairperson

The July 2024-June 2025 year was a year of transition as new leaders filled the following positions: Senior Center (Bethany Sullivan -Sep '24), Youth Services (Joann Moriarty - May '25), Suffield Community Aid (Mary Curtin – May '25) and Social Services chair (Robin Zatory – Jun '24 with Nate Prusi, vice chair Sep '24). We also welcomed 4 new commission members during this time.

As responsibilities for budgets and efficiencies are no longer under the Commission's purview, we are working to understand our purpose and find a structure that helps Social Services be well-informed, effective and impactful. We now hold 4 meetings per year and are moving toward a Task Force structure between meetings with goals of specific projects to meet needs and strive to build a Village Movement model that can "make Suffield smaller."

One of these is the implementation of Suffield Sidekicks, which was initiated by Kelly Giannuzzi when she was our Youth Services Director. It is a grant-funded program that connects our teens with seniors for light work around the house – improving connection and meeting needs across generations.

Another is the installation of live-streaming and recording in the Suffield Community Center (145 Bridge Street) so programs can be shared with residents at home. This was used initially with the Parents Under Pressure program (Nov '24) and is offered to all who wish to use the new capability. There's also podcasting capability which was used for Raising Suffield programs. We hope to expand that beyond Youth to support information sharing across all generations.

Going forward, Ann Bauchiero is working with Joann Moriarty to improve communication for parents who have children not yet in the school system with a monthly newsletter. We also hope to begin a coordinated Driving program where Suffield resident volunteers can help provide rides for our seniors through a Task Force as well as begin a Christmas Concert to coincide with the annual Winter Fair (Suffield Alight) in December each year that might also serve as a fund raiser. We'll start reaching out to find Task Force members through the Suffield Observer and contacting residents, but please if we don't reach you that way please simply let me know you're interested and energetic.



SUFFIELD COMMUNITY AID

Submitted by Mary Curtin, MSW

SCA experienced shifting needs and growth in many programs during FY 2025. Requests for services increased, especially among older adults and residents with disabilities, prompting more personalized and flexible responses.

Our team helped residents access \$265,310 of funding assistance through various programs. SCA spent \$170,507 on financial assistance and direct support of town residents. Use of our food pantry grew for the second consecutive year, and youth programming expanded with new initiatives.

Health and wellness services — including Medicare counseling, preventive screenings, and medical equipment loans — saw sharp increases. Volunteers played an even more critical role, not only delivering services like Meals on Wheels, but helping to identify urgent needs in the community.

This year underscored the importance of adaptability, strong partnerships, and sustained outreach. We are grateful to our staff, volunteers, Board, and community partners. As Margaret Mead said, “Never doubt that a small group of thoughtful, committed citizens can change the world; indeed, it’s the only thing that ever has.”

OUTCOMES FISCAL YEAR 2025

Resident Supports

FY 2025, SCA continued to support seniors and individuals with disabilities, prompting expanded outreach efforts through in-person visits at home, in the community, and at our office.

Staff also managed a 16% increase in providing comprehensive social service consultations, addressing needs ranging from housing and benefits to crisis intervention. These efforts reinforced SCA’s role as a trusted and compassionate resource in the community.

Health & Wellness Supports

In FY 2025, SCA saw an increased demand for several health and wellness services. Most notably, Medicare counseling appointments rose by 31%, medical equipment loans by 25%, and participation in blood pressure screenings by 24%.

Some areas, like Meals-on-Wheels (MOW) deliveries and Parkinson’s Peer Support saw declines in usage. Nevertheless, our support groups, preventive screenings, and emergency health partnerships remained essential pillars of support for the community.



514 

Individuals Provided Consultation & Support

MONEY WE HELPED RESIDENTS ACCESS

United Way	\$15,000
Operation Fuel	\$19,427
ConnEnergy Assistance Program	\$176,815
Renters Rebate	\$48,418
Emergency Food Shelter Program	\$1,750
Salvation Army Housing	\$3,900
TOTAL	\$265,310

MONEY DIRECTLY SPENT

Restricted Funds	\$70,741
Unrestricted Funds	\$93,766
Scholarships	\$6,000
TOTAL	\$170,507



Financial Supports

In FY 2025, SCA continued to grow many of our financial assistance programs. More residents accessed emergency housing, food, and utility aid, supported by the COVID-19/Crisis Relief Fund and United Way Rapid Response grants.

Food pantry visits rose by 25%, and our meal subsidy and Farmers Market voucher programs also increased in popularity. Also notable in FY 2025 was a marked increase in rental assistance and emergency housing. Although Operation Fuel’s funding had declined, critical fuel aid was supported through SCA-administered funds, private donations and state aid. Spending on home repairs decreased, but we reached the same number of households as the previous year. Other highlights include ongoing pet food and garden vegetable distributions, a record number of holiday baskets, and steady use of our Quality of Life fund and Mini Pantry resources.

Children & Youth Support

In FY 2025, SCA expanded our youth programming with new initiatives and increased support across existing programs. We maintained our campership and childcare subsidies, launched a new sport and shoe distribution program, and awarded significantly more Meghan Voisine “Kindness Grants” to support youth-based projects. We maintained strong participation in our backpack distribution and offered five scholarships, each awarded to a graduating senior.



Photo Credit: Donna Carney-Bastrzycki

FIORE FOOD PANTRY

25%

Increase in Visits

156

Families Served

\$75,590

Value of Food & Gift Cards

SUSTAINABLE SUFFIELD TASK FORCE

Submitted by Tony Peterson

The task force is a group of 11 appointed volunteers who promote sustainable practices. They educate the community, advise on the use of state funds allocated to Suffield for the purpose of reducing solid waste and make budgetary recommendations to the First Selectman.

As of June 30, 2025, members were **Anna-Kristin Daub-Murphy** (Co-chair), **Tony Peterson** (Co-chair), **Colin Moll**, **Etienne d'Otreppe**, **Ginny Bromage**, **Lauren O'Hara**, **Andi Prusi**, **Victoria Copes**, **Tray McDonagh**, **Lisa Coatti** and **Keila Silva**.



Achievements

- Ran an August '24 survey on residents' opinions of our free countertop food scrap bins.
- Collected food scraps from food vendors and fair-going customers at SOTG.
- Worked with the First Selectman and school officials to institute a food scrap recycling program at McAlister Intermediate School.
- Hosted a food scrap collection workshop at the Senior Center on Oct. 16.
- Attended Sustainable CT's annual award ceremony in November to pick up our Bronze award.
- Created Facebook posts to solicit farmers who wanted pumpkins and Christmas trees for animal feed and posted the lists.
- Participated in the December Winter Market, renting a booth.
- Held our first and second Repair Cafes at the Senior Center in March and June for the free repair of household items, thereby keeping them from the landfill.
- Hosted an energy efficiency workshop at the Senior Center in February.
- Hosted the screening of the Lorax movie for residents in March at the library
- Managed Clean up Day in April, handing out garbage bags, trash grabbers and reflective vests, along with hosting a pizza lunch afterward..
- Participated in Earth Day activities at Spaulding School, showing youngsters how to plant milkweed in compost-enriched potting soil.
- The library accepted our request to carry our countertop food scrap bins and biodegradable bags for free distribution to residents.
- Held a townwide tag sale, complete with interactive Google Maps showing participant locations and listings of what's for sale. The purpose was to help prolong the life of household goods and keep them from the landfill.
- Created a survey on residents' interest in purchasing rain barrels and how much they'd be willing to pay.



TAX COLLECTOR'S OFFICE

The Tax Collector's Office is comprised of two full time positions and one seasonal position. Since August of 2009, **Jill Schechtman** holds the position of elected Tax Collector. **Robin Lutwinas** holds the Assistant Tax Collector position since December of 1998. **Paige Remington** was our seasonal person for a second year in July of 2024. **Aryan Malhotra** began as a seasonal person in June of 2025.

The year began with the collecting of 6,406 Real Estate bills, 663 Personal Property bills and 14,912 Motor Vehicle bills. The total amount of taxes due for the 2023 Grand List was **\$46,249,559.39**.

In December 2,182 Motor Vehicle Supplemental bills were added. The total due was **\$493,890.05**.

Throughout the year changes are made to these accounts with additions and deletions. The Grand List is ever changing. **By June 30, 2025 the Tax Office collected \$47,077, 572.81 in current year tax**, prior year tax, interest and lien fees. The collection rate for current year, tax only, was 99.3%.

The Tax office processes payments with our online system known as Invoice Cloud. We have utilized this system since June of 2015. We also process payments through the mail and in the office as well.

Some of the duties the Tax Collector's office performs are sending out delinquent notices, demand notices and lien notices. We lien delinquent Real Estate accounts

and release paid liens. We update DMV with delinquent Motor Vehicles and remove paid accounts from DMV regularly. We process refunds throughout the year and make necessary transfers. Ambulance, Fire and Farmers abatements are applied in the Tax Collector's Office. The Tax office scans all checks and makes all the deposits for the Tax Office. Batch Reports are prepared for Finance, WPCA and Auditors through the Tax Collector's office. The Tax office provides monthly balancing reports to these departments as well.

The Tax Collector also deposits all WPCA deposits including Permits, Septic and Sewer Assessment. The Tax office signs off on the Liens and Lien Releases for this department as well.

Throughout the year, the Tax office works on processing delinquent and partial payments for the Tax Collector's Office and the WPCA.

State reports and Auditors report are also maintained in the Tax Office.

TOWN CLERK’S OFFICE

Submitted by Michele Urch, *Town Clerk*

The Town Clerk’s Office underwent a few changes this year. After many years of dedicated service, longtime Town Clerk Kathy Dunai officially retired. The office thanks her for her commitment and contributions to our community. Michele Urch has been appointed to fill the remainder of Kathy’s term. The Town Clerks Office is pleased to welcome Nicole Messenger, who has joined the team as an Assistant Town Clerk, alongside Assistant Town Clerk Erica Boucher. Additionally, to support sustainability efforts, the Town Clerk’s Office has implemented electronic recording of land records and replaced postcard reminders for dog license renewals with email notifications. Finally, the Town

Clerk’s Office completed a Historic Preservation Grant project to preserve the historical minutes for the boards and commissions.

MISSION STATEMENT

The Town Clerk’s office is the official record keeper for the Town of Suffield, responsible for recording, maintaining and certifying land records (including deeds, mortgages, liens, maps, and any other related documents); vital statistics (births, marriages, civil unions, and deaths); minutes and agendas of Suffield’s boards and commissions; and other Town records.

TOWN CLERK STATISTICS			
	FY 2022-2023	FY2023-2024	FY 2024-2025
Documents Recorded	2490	2343	2594
Local Conveyance Taxes	\$416,560.49	\$297,245.71	\$295,340
Dog Licenses	1905	1949	1682
Marriages - In Suffield	38	47	57
Births - CT Recorded	68	65	99
Deaths	168	147	163

TOWN MEETING SUMMARIES

The official minutes are available for inspection in the Town Clerks Office or on the Town’s website.

August 29, 2024

Resolved: That the Town Meeting of the Town of Suffield hereby approves the Town Right of Way Ordinance, as approved by the Board of Selectmen. Passed by voice vote.

Resolved: That the Town Meeting of the Town of Suffield hereby approves the proposed amendments to §270-9 of the Town Ordinances regarding waiver of property taxes, as approved by the Board of Selectman. Passed by voice vote.



Resolved: That the Town Meeting of the Town of Suffield hereby approves the Blight Ordinance, as approved by the Board of Selectmen. Motion failed.

Resolved: That the Town Meeting of the Town of Suffield hereby approves the Farm Building Exemption Ordinance, as approved by the Board of Selectmen, as amended. Passed by voice vote.

Resolved: That the Town Meeting of the Town of Suffield hereby approves the proposed amendments to Chapter 159 of the Town Ordinances, adding §159-7 to the Building Construction Ordinance as approved by the Board of Selectmen. Passed by voice vote.

Resolved: That the Town Meeting of the Town of Suffield hereby approves the removal of the Zoning & Subdivision regulations in Chapters 310 & 315 from the Town Ordinances, as approved by the Board of Selectmen. Passed by voice vote.

December 19, 2024

Resolved: That the Town Meeting of the Town of Suffield hereby approves the resolution authorizing an appropriation of \$5,230,000 for the Emergency Services Radio Project and the financing of said appropriation by the issuance of general obligation bonds of the town and notes in anticipation of such bonds in an amount not to exceed \$5,230,000. Passed by voice vote.

Resolved: That the Town Meeting of the Town of Suffield hereby approves the resolution authorizing an appropriation of \$3,840,000 for the Suffield High School HVAC Project and the financing of said appropriation by the issuance of general obligation bonds of the town and notes in anticipation of such bonds in an amount not to exceed \$3,840,000. Passed by voice vote.

That the Town Meeting of the Town of Suffield hereby approves the resolution authorizing an appropriation of \$210,000 for the McAlister Intermediate School HVAC Project and financing of said appropriation by the issuance of general obligation bonds of the town and notes in anticipation of such bonds in an amount not to exceed \$310,000. Passed by voice vote.

May 07, 2025

Resolved: That the Town Meeting of the Town of Suffield approve the report and Town budget recommendations of the Board of Finance and to make such appropriations in connection therewith as may be advisable. Passed by paper ballot 103 yes and 27 no.

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. Passed by voice vote.



Photo Credit: Juliana Balsamo

June 26, 2025

Resolved: That the Town Meeting of the Town of Suffield approves the sale of 1148 South Street to Martin M. Downey for \$515,000. Further Resolved: That the First Selectman is authorized to sign and execute all documents necessary to complete the above transaction. Passed by voice vote.

Resolved: That the Town Meeting of the Town of Suffield authorizes a twenty-year lease with three, five-year extensions through 2060 for 5.8-acres of town property to the north of the transfer station at 2715 Mountain Road to Verogy. Further Resolved: that the First Selectman is authorized to sign and execute all documents necessary to complete the above transaction. Passed by paper ballot 41 yes and 23 no votes.

Resolved: That the Town Meeting of the Town of Suffield accepts the transfer of the cemetery property on Mountain Road owned by the West Suffield Cemetery Association, as approved by the Board of Selectmen and Board of Finance. Further resolved: That the First Selectman is authorized to sign and execute all documents necessary to complete the above transaction. Passed by voice vote.

Resolved: That the Town Meeting of the Town of Suffield authorizes the transfer of the Phelps Road

Cemetery to the Mountain Burying Ground Association for no consideration. Further Resolved: That the First Selectman is authorized to sign and execute all documents necessary to complete the above transaction. Passed by a voice vote.

Resolved: That the Town Meeting of the Town of Suffield approves the Right to Farm Ordinance. Passed by voice vote.

Resolved: That the Town Meeting of the Town of Suffield authorizes a five-year lease renewal through March 31, 2030 for the 10.11 -acre property known as the Stratton Farms Open Space parcel to Nowak Farms LLC. Further

Resolved: That the First Selectman is authorized to sign and execute all documents necessary to complete the above transaction. Passed by voice vote.

Resolved: That the Town Meeting of the Town of Suffield authorize a five-year lease renewal through March 31, 2030 for the 15.2-acre property known as the Malec Farms Open Space parcel to Bielonko Farms, LLC. Further

Resolved: That the First Selectman is authorized to sign and execute all documents necessary to complete the above transaction. Passed by voice vote.

TREE COMMITTEE

Submitted by Sue Mayne

HELENA BAILEY SPENCER TREE FUND aka Tree Committee

Annual Report 7/1/24 - 6/30/25

This year the Committee continued working to gain community recognition for the Tree Committee and support for the Trees for Suffield Initiative as we moved forward with the 10-Year Planting Plan for Main Street and the Town Greens. Over the year, we expended \$10,126 for structural pruning, disease prevention, and the purchase, planting and watering needs of 14 new trees planted in Town.

The Committee made a decision to test an advanced watering system for all new plantings this year by purchasing and installing Tree Diapers for each tree. The product is reputed to vastly reduce the labor associated with watering and provide more consistent results over the long term. In an additional test, we purchased smaller trees than in the past to reduce planting stress. Results will be in next year.

The addition of a new crosswalk on Main Street was unfortunately located in an area that put multiple prominent, healthy, mature trees at risk of premature death. **\$7,000** was allocated to a Tree Preservation Plan provided by Bartlett Tree Experts to protect those trees and mitigate damage to the extent possible. The professional plan included construction monitoring and root pruning during construction followed by a full year of regular preventive tree care programs including advanced soil care and fertilization plans along with insect and disease management treatments. It was noted that DPW did not follow the recommendations of the consultants.

In April, we planted a native Burr Oak at Sunrise Park in a well attended family friendly event promoted through the Parks and Recreation department with additional support by Park Superintendent Tom O'Brien. Sapling trees were provided for all families. The oak was planted in the lower field toward the southern end and will one day provide a striking focal point in the distance. Planting was approved by the Conservation Commission. Landscape architect and commission member Thomas Elmore remarked on the importance of planting a tree "not to fill a space, but to create a space".

We also held school-wide educational events for **Arbor Day at both Spaulding and McAlister Schools** which included playground area tree plantings and hands-on learning. All students also received tree-related bookmarks, and participated with their teachers in naming their schools' new tree(s).





Photo Credit: Sue Mayne

Names chosen were: 'Sprout' for Spaulding's tree, 'Mick' and 'Alister' for McAlister's new trees. Plantings were approved and supported by the Superintendent of schools and in conjunction with each school's principals. Funds for the plantings were provided by a grant from the J. Gladwin Cannon Trust. The unanticipated donation of planting services by Bill's Landscaping will allow us to plant additional trees at Suffield schools next April with the balance of the grant.

We wrapped up the fiscal year by manning a booth at the **Suffield Garden Club May Market**, giving away 75 sapling Dogwood trees to anyone making a donation for ongoing tree planting.

COMMISSION MEMBERS

Sue Mayne

Chair

Colin Moll

First Selectman

Marie Gauthier

Suffield Garden Club President

Judy Hanmer

Secretary

Kacy Colson

Treasurer

Danna Gauntner

Todd Mervosh

Connie Murray

Anita Wardell

Joyce Zien

VOLUNTEER AMBULANCE ASSOCIATION

Annual Report – July 1, 2024 to June 30, 2025

Submitted by Chief John Spencer



The Suffield Volunteer Ambulance Association (SVAA) is a non-profit EMS agency providing 24/7 emergency medical services to the Town of Suffield. Our team of dedicated volunteers and career providers delivered both Basic Life Support (BLS) and Advanced Life Support (ALS) care, responding to 2,412 EMS requests and completing 1,587 patient transports to area hospitals during this fiscal year.

Our volunteers contributed **12,948 hours of service**, continuing to serve as the foundation of our operations alongside two full-time paramedics and a small but highly capable per-diem team of Paramedics, AEMTs, and EMTs. We remain focused on operational excellence, clinical quality, and community engagement—providing EMS coverage at numerous public events, expanding our **CPR and Stop the Bleed** education programs, and strengthening our **patient satisfaction survey initiative**, where SVAA once again ranked among the **top-performing EMS agencies nationwide**.

This year also marked significant progress in modernization and system improvement. SVAA implemented new **Samsara DriveCam technology** for enhanced driver safety and accountability, introduced **new cardiac monitors** expanding our ALS capabilities, and began preparations for our **50th Anniversary**

Celebration in 2026. These advancements reflect our commitment to delivering evidence-based, progressive, and compassionate care—guided by data, driven by outcomes, and rooted in community trust.

As volunteerism continues to decline nationally, SVAA—like many combination agencies—has increased paid staffing to ensure consistent coverage and high-quality care. This transition brings growing financial pressure, making continued **community support and donor engagement** essential to sustaining our mission.

We extend our deepest gratitude to our volunteers, providers, and community partners. Your support ensures that Suffield continues to have access to the highest standard of emergency medical care—day or night, every day of the year.

WPCA TREATMENT PLANT ASSOCIATION

Submitted by Jamie Kreller



The Connecticut Department of Energy & Environmental Protection (DEEP) issues a five-year permit to the Suffield Water Pollution Control Authority (WPCA).

The WPCA plant is permitted to receive and treat 2.02 million gallons per day (MGD). The permit restricts the WPCA effluent discharge to meet the following criteria:

85%
Total Suspended Solids (TSS) removal

85%
Biochemical Oxygen Demand (BOD) removal

45
Pounds of nitrogen production daily

The average wastewater flow for 2024/2025 was 1.02 million gallons a day with the following removal rates:

- 99% TSS removal
- 99% BOD removal
- 21 pounds of nitrogen production daily

Accomplishments

- New generators were installed at the Mapleton Avenue and Poole Road pump stations.
- A new emergency bypass valve was installed at the Mountain Road pump station. The valve allows the sewer department to continue to pump sewage downstream in the event of a generator failure.
- A slope failure near the treatment plant required the replacement of approximately 75 feet of the 24-inch ductile iron interceptor sewer. The repair required six concrete piers to support the pipe and associated slope repair to protect the interceptor sewer.
- Approximately 4,000 linear feet of sewer pipe received epoxy lining in the vicinity of Second Street, Fourth Street, Rout 75, and Cowan Street.
- Approximately 670 linear feet of sewer pipe was replaced to reduce infiltration and inflow along the Cross Street, First street, Cassotta Lane, and Douglas Street sewer mains.

Financial

For FY 2024/2025, both the residential and commercial sewer rates were increased. The increase was necessary to fund several large capital improvement projects.

- The annual residential sewer user fee increased from \$380 (FY 2023/2024) to \$390 (FY 2024/2025). 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 \$440 to \$450.
- The commercial/industrial rate increased from \$9.09 to \$9.33 per 1000 gallons discharged to the system.
- The WPCA's collection rate for the 2024 bills was 97.77%.

YOUTH SERVICES

Submitted by Joann Moriarty, Youth Services Director

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 2024/2025, Suffield Youth Services offered 86 youth enrichment activities. This is a 14% increase from fiscal year 2023/2024.

HIGHLIGHTS

New initiative: Raising Suffield Podcast – topics included:

- Parenting without the struggle
- Managing screen time
- Building healthy relationships
- Let your child fail – building resiliency
- Self-care for parents
- Love and friendship wisdom from Suffield Senior Center members
- I wish my parents knew

Positive Youth Development Programs included:

- Home Alone Safety workshop
- Safe Sitter course
- Keep Working physical fitness program
- Thrive Tribe resiliency group
- Pen Pal program with Suffield Senior Center members
- Suffield Youth Center Lounge
- Youth Leadership Council at Suffield High School and Suffield Middle School



These youth groups develop and implement programs to support and encourage physical and mental well-being among Suffield students and the community. Program highlights include: A school kindness message board and Red Ribbon Week activities to promote healthy decision making and substance use prevention.

Family and Community Engagement Programs included:

- Social Media Awareness presentation
- Parent/Child Dream Boards
- Plant the Promise, substance abuse prevention activity
- Murder Mystery 80's Dinner Party
- Open Mic Talent Show
- Wild Animal Experience
- Not Suffield's First Rodeo Family Night

Other Enrichment Programs included:

- Candle making, cake decorating, pumpkin decorating, dessert making, gingerbread house decorating, scrapbook making, yarn painting and succulent planting.

YOUTH SUBSTANCE USE PREVENTION – GRANT FUNDED INITIATIVE

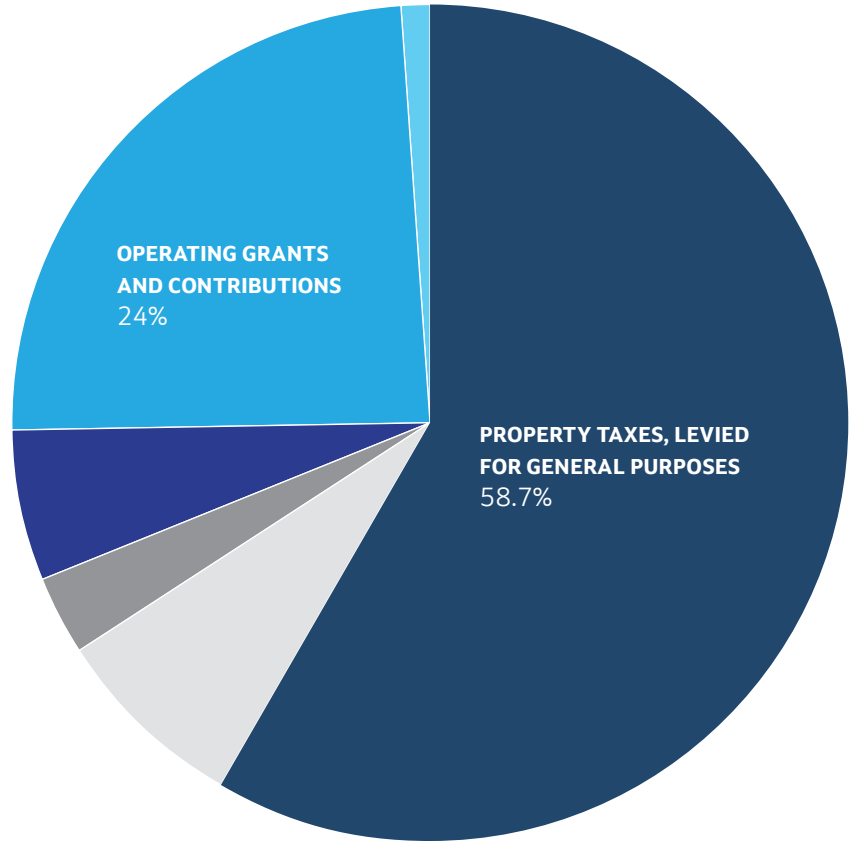
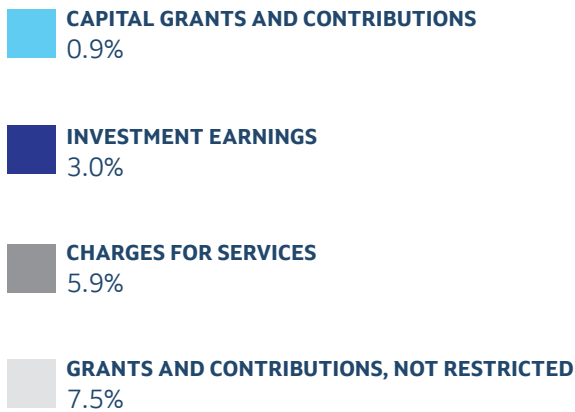
In March 2025, Suffield Youth Services partnered with Suffield Public Schools and Suffield Local Prevention Council to conduct a Youth Voices Count survey with middle and high school students. Youth Voices Count is a statistically-driven research tool to help communities assess needs and provide solutions to support youth in their community. Examination of that data is planned for Fall of 2025. This data will drive the work of the Suffield Local Prevention Council in the next fiscal year.

GOOD
VIBES
Only

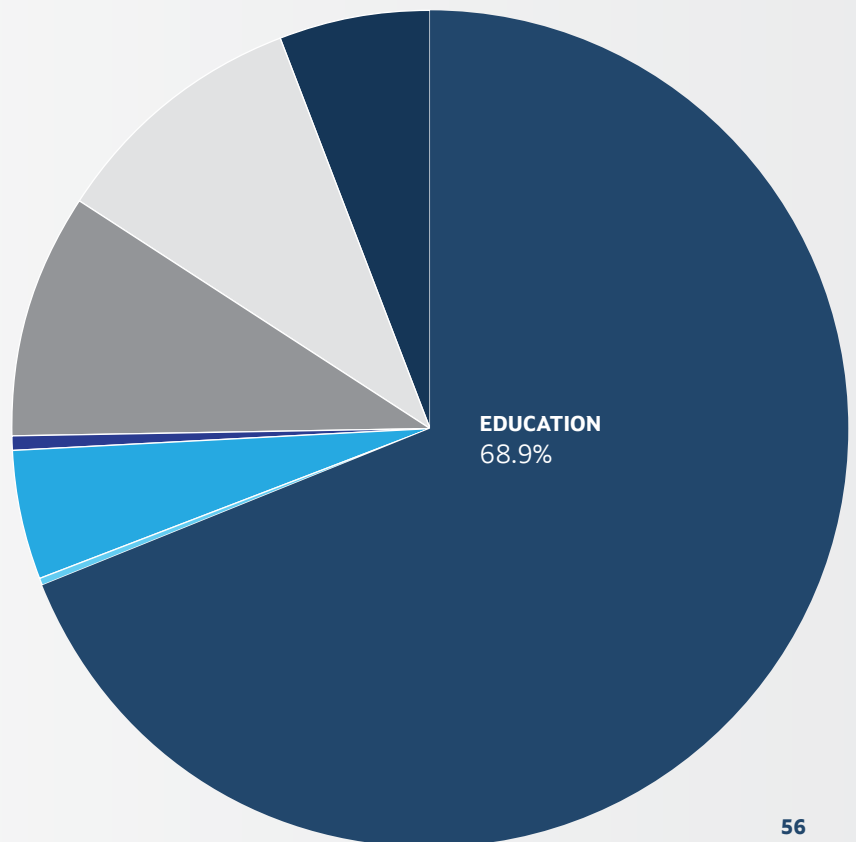
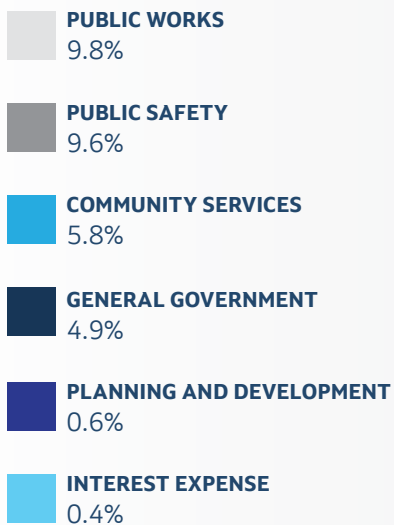


FINANCIAL INFORMATION

2025 REVENUE BY SOURCE GOVERNMENTAL ACTIVITIES



2025 EXPENSES BY FUNCTION GOVERNMENTAL ACTIVITIES



TOWN OF SUFFIELD, CONNECTICUT
SCHEDULE OF REVENUES AND OTHER FINANCING SOURCES -
BUDGET AND ACTUAL - BUDGETARY BASIS - GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2025

	Budgeted Amounts		Actual	Variance With
	Original Budget	Final Budget		Final Budget Over (Under)
PROPERTY TAXES:				
Current List	\$ 45,197,294	\$ 45,197,294	\$ 45,950,477	\$ 753,183
Supplemental motor vehicle	500,000	500,000	467,075	(32,925)
Taxes, prior year	400,000	400,000	213,932	(186,068)
Interest and fees	275,000	275,000	211,649	(63,351)
Total property taxes	<u>46,372,294</u>	<u>46,372,294</u>	<u>46,843,133</u>	<u>470,839</u>
INTERGOVERNMENTAL:				
Grants unspecified:				
Mashantucket Pequot and Mohegan Fund	2,760,598	2,760,598	2,760,598	-
Payment in lieu of taxes - State property	2,227,287	2,227,287	2,227,287	-
Town Aid Road grants	291,826	291,826	291,827	1
Local Capital Improvement Program	139,331	139,331	137,688	(1,643)
Municipal Grants-In-Aid	180,663	180,663	180,663	-
Municipal Revenue Sharing	206,051	206,051	206,051	-
State Distressed Municipalities	-	-	64,943	64,943
Board of Selectman authorized - PILOT	15,000	15,000	15,000	-
Youth Services	14,000	14,000	15,603	1,603
Tax relief - Veterans Exemption	7,500	7,500	5,114	(2,386)
Tax relief - Totally Disabled Persons	800	800	807	7
Capital expense reimbursement	-	-	151,167	151,167
Other	32,500	32,500	8,478	(24,022)
Total state grants unspecified	<u>5,875,556</u>	<u>5,875,556</u>	<u>6,065,226</u>	<u>189,670</u>
Grants for school aid:				
Education cost sharing	6,163,712	6,163,712	6,163,712	-
Vocational agriculture grant	839,289	839,289	847,600	8,311
Other educational grants	9,202.00	9,202.00	9,230	28
Total state grants for school aid	<u>7,012,203</u>	<u>7,012,203</u>	<u>7,020,542</u>	<u>8,339</u>
Total intergovernmental	<u>12,887,759</u>	<u>12,887,759</u>	<u>13,085,768</u>	<u>198,009</u>
INVESTMENT INCOME	<u>1,500,000</u>	<u>1,500,000</u>	<u>1,344,205</u>	<u>(155,795)</u>
CHARGES FOR SERVICES:				
Current services and fees:				
Building Department	500,000	500,000	703,536	203,536
Planning and zoning	19,000	19,000	41,073	22,073
Zoning Board of Appeals	750	750	504	(246)
Police permits	10,000	10,000	6,802	(3,198)
Sunrise Park Fees	-	-	2,744	2,744
Conservation	3,000	3,000	6,623	3,623
Row permits	-	-	750	750
Historic District fees	500	500	1,200	700
Total current services and fees	<u>533,250</u>	<u>533,250</u>	<u>763,232</u>	<u>229,982</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, 2025

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance With</u>
	<u>Original</u> <u>Budget</u>	<u>Final</u> <u>Budget</u>		<u>Final Budget</u> <u>Over</u> <u>(Under)</u>
CHARGES FOR SERVICES: (Continued)				
Landfill:				
Operating	\$ 50,000	\$ 50,000	\$ 51,963	\$ 1,963
Recycling rebates	3,000	3,000	6,786	3,786
Sale of scrap metal	25,000	25,000	32,281	7,281
Permits	-	-	64,025	64,025
Total Landfill	<u>78,000</u>	<u>78,000</u>	<u>155,055</u>	<u>77,055</u>
Charges for current services:				
Bulky waste	2,800	2,800	4,705	1,905
Real estate conveyance fee	335,000	335,000	295,340	(39,660)
Mini-bus transportation	3,500	3,500	3,935	435
Animal control fees	30,550	30,550	30,639	89
Town clerk recording fees	120,000	120,000	104,766	(15,234)
Total charges for current services	<u>491,850</u>	<u>491,850</u>	<u>439,385</u>	<u>(52,465)</u>
Recreation:				
Activities and Camps	<u>425,000</u>	<u>425,000</u>	<u>415,145</u>	<u>(9,855)</u>
Revenue from other agencies:				
Telecommunications grant	20,000	20,000	32,148	12,148
Tuition, Vo-ag	559,486	559,486	375,947	(183,539)
Tuition, other	150,467	150,467	143,053	(7,414)
Payment in lieu of taxes, CT Airport Authority	693,909	693,909	693,909	-
Total revenue from other agencies	<u>1,423,862</u>	<u>1,423,862</u>	<u>1,245,057</u>	<u>(178,805)</u>
Total charges for services	<u>2,951,962</u>	<u>2,951,962</u>	<u>3,017,874</u>	<u>65,912</u>
MISCELLANEOUS:				
Rent - Town property	60,000	60,000	67,717	7,717
Cell tower	182,000	182,000	191,909	9,909
Other	135,000	135,000	122,963	(12,037)
Total miscellaneous	<u>377,000</u>	<u>377,000</u>	<u>382,589</u>	<u>5,589</u>
Total revenues	<u>64,089,015</u>	<u>64,089,015</u>	<u>64,673,569</u>	<u>584,554</u>
OTHER FINANCING SOURCES:				
Transfers in:				
Insurance Fund	1,000,000	1,000,000	1,000,000	-
Off Duty Fund	300,000	300,000	300,000	-
Cemetery Fund	40,290	40,290	40,290	-
Capital and Nonrecurring Fund	881,669	881,669	820,770	(60,899)
American Rescue Plan Fund	-	-	673,372	673,372
Total other financing sources	<u>2,221,959</u>	<u>2,221,959</u>	<u>2,834,432</u>	<u>612,473</u>
Total revenues and other financing sources	<u>\$ 66,310,974</u>	<u>\$ 66,310,974</u>	<u>\$ 67,508,001</u>	<u>\$ 1,197,027</u>
				<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, 2025

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance With</u>
	<u>Original</u>	<u>Final</u>		<u>Original Budget</u>
	<u>Budget</u>	<u>Budget</u>		<u>Over</u>
				<u>(Under)</u>
GENERAL GOVERNMENT:				
Board of Selectman	\$ 261,140	\$ 269,943	\$ 269,939	\$ (4)
Human resources	205,679	206,479	206,474	(5)
Probate court	8,243	6,140	6,055	(85)
Election	107,509	98,509	91,628	(6,881)
Board of Finance	6,521	6,521	4,547	(1,974)
Assessors	185,815	185,815	175,209	(10,606)
Board of Assessment Appeals	946	946	690	(256)
Tax collector	183,091	185,311	185,307	(4)
Finance	456,139	478,632	478,626	(6)
Information technology	468,163	501,565	501,564	(1)
Town counsel	93,000	193,286	193,286	-
Town clerk	211,553	197,553	192,223	(5,330)
Charter revision	-	1,334	1,333	(1)
Town hall	66,730	72,703	72,699	(4)
Insurance	345,000	343,666	343,360	(306)
Employee benefits	3,503,111	3,675,891	3,509,588	(166,303)
Total general government	<u>6,102,640</u>	<u>6,424,294</u>	<u>6,232,528</u>	<u>(191,766)</u>
PLANNING AND DEVELOPMENT:				
Planning and zoning	227,096	224,700	219,888	(4,812)
Zoning Board of Appeals	2,500	2,500	258	(2,242)
Economic development	57,712	54,894	49,719	(5,175)
Historic District Commission	2,077	2,357	2,355	(2)
Conservation Commission	63,558	66,401	63,503	(2,898)
Total planning and development	<u>352,943</u>	<u>350,852</u>	<u>335,723</u>	<u>(15,129)</u>
PUBLIC SAFETY:				
Fire Commission	1,200,921	1,110,616	1,097,539	(13,077)
Police Commission	3,147,338	3,375,076	3,375,066	(10)
Emergency management	10,765	13,161	13,160	(1)
Building Department	365,825	327,825	312,049	(15,776)
Town Engineer	106,298	74,990	61,659	(13,331)
Animal control	114,773	114,773	99,740	(15,033)
Total public safety	<u>4,945,920</u>	<u>5,016,441</u>	<u>4,959,213</u>	<u>(57,228)</u>
PUBLIC WORKS:				
Public works	2,118,262	1,978,761	1,959,792	(18,969)
State aid road funds	291,826	291,827	291,827	-
Public utilities	2,294,746	2,258,851	2,258,199	(652)
Total public works	<u>4,704,834</u>	<u>4,529,439</u>	<u>4,509,818</u>	<u>(19,621)</u>

(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, 2025

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance With Original Budget Over (Under)</u>
	<u>Original Budget</u>	<u>Final Budget</u>		
HEALTH AND SOCIAL SERVICES:				
Health and social services	\$ 210,019	\$ 209,233	\$ 209,060	\$ (173)
Social services commission	1,480	1,480	1,103	(377)
EMS/ambulance	318,897	344,232	344,231	(1)
Total health and social services	<u>530,396</u>	<u>554,945</u>	<u>554,394</u>	<u>(551)</u>
LIBRARY, RECREATION AND PARKS:				
Kent Memorial Library	564,374	564,374	564,374	-
Recreation	-	6,910	6,910	-
Recreation activities	-	8,398	8,398	-
Community services	1,073,218	1,057,910	978,844	(79,066)
Total library, recreation and parks	<u>1,637,592</u>	<u>1,637,592</u>	<u>1,558,526</u>	<u>(79,066)</u>
BOARD OF EDUCATION:				
Education	39,497,389	39,497,389	39,425,984	(71,405)
OTHER:				
Cemeteries	40,290	40,290	40,290	-
DEBT SERVICE				
	<u>2,124,225</u>	<u>2,124,225</u>	<u>2,124,225</u>	<u>-</u>
CONTINGENCY				
	<u>500,000</u>	<u>183,132</u>	<u>-</u>	<u>(183,132)</u>
Total expenditures	<u>60,436,229</u>	<u>60,358,599</u>	<u>59,740,701</u>	<u>(617,898)</u>
OTHER FINANCING USES:				
Transfers out:				
Capital Projects Funds	5,174,745	5,252,375	5,252,375	-
OPEB	700,000	700,000	700,000	-
Total other financing uses	<u>5,874,745</u>	<u>5,952,375</u>	<u>5,952,375</u>	<u>-</u>
Total expenditures and other financing uses	<u>\$ 66,310,974</u>	<u>\$ 66,310,974</u>	<u>\$ 65,693,076</u>	<u>\$ (617,898)</u> <i>(Concluded)</i>

TOWN OF SUFFIELD, CONNECTICUT
SCHEDULE OF PROPERTY TAXES LEVIED, COLLECTED AND OUTSTANDING
FOR THE YEAR ENDED JUNE 30, 2025

Grand List Year	Balance Uncollected July 1, 2024	Current Levy	Lawful Corrections		Transfers To Suspende	Balance To Be Collected	Collections, net of refunds			Balance Uncollected June 30, 2025
			Additions	Deductions			Taxes	Interest and Lien Fees	Total	
2023	\$ -	\$ 46,703,755	\$ 90,255	\$ 99,924	\$ 683	\$ 46,693,403	\$ 46,353,949	\$ 81,047	\$ 46,434,996	\$ 339,454
2022	411,137	-	16,354	13,005	-	414,486	210,678	49,203	259,881	203,808
2021	212,738	-	5,026	3,083	54,687	159,994	104,157	43,855	148,012	55,837
2020	100,142	-	461	430	-	100,173	59,386	31,813	91,199	40,787
2019	57,805	-	-	430	-	57,375	20,496	15,349	35,845	36,879
2018	46,089	-	130	345	327	45,547	14,190	13,679	27,869	31,357
2017	44,598	-	145	-	-	44,743	12,441	14,085	26,526	32,302
2016	32,720	-	173	-	429	32,464	8,849	7,983	16,832	23,615
2015	26,419	-	-	-	510	25,909	2,894	4,418	7,312	23,015
2014	25,452	-	-	-	569	24,883	2,233	3,810	6,043	22,650
2013	24,719	-	-	-	475	24,244	4,846	9,258	14,104	19,398
2012	23,480	-	-	-	-	23,480	-	-	-	23,480
2011	21,798	-	-	-	-	21,798	-	-	-	21,798
2010	21,178	-	-	-	-	21,178	-	-	-	21,178
2009 & prior	33,188	-	-	-	15,808	17,380	-	-	-	17,380
Total	\$ 1,081,463	\$ 46,703,755	\$ 112,544	\$ 117,217	\$ 73,488	\$ 47,707,057	\$ 46,794,119	\$ 274,500	\$ 47,068,619	\$ 912,938

BOARDS *and* COMMISSIONS

ADVISORY COMMISSION ON CAPITAL EXPENDITURES

Scott Crosson
Don Miner
Alexander Lepage
Michael Sattan
Brad Belcher
George Austin
Saeed Akbar

AMPLIFY (NORTH CENTRAL REGIONAL MENTAL HEALTH BOARD)

Vacant (1)

BOARD OF ASSESSMENT APPEALS

Edward McAnaney
Ryan Walters
Krystal Holmes

BOARD OF EDUCATION

Gianna Rossi
Michael Sepko
Debra Dudack

Brian Fry
Melissa Finnigan
Geert Mol
Maureen Sattan
Samuel Toskin
Gregory Sparzo

BOARD OF FINANCE

Mark Englander
Arthur Christian
Tom Frenaye
Mark Sinopoli
Eric Harrington
Chris Childs
Brian Kost
Ann Huntington Mickelson
Michael Haines

BOARD OF FIRE COMMISSIONERS

Paul Christian
Edward O'Hurley
Nathan Prusi
Peter Yeskey
Victor Mathieu
Jacek Bucior

BOARD OF POLICE COMMISSIONERS

Anthony Greco
Michael Siegel
Joseph Blake
William Boucher
Kristina Hallett
Vacant (1)

BOARD OF SELECTMEN

Colin Moll
Melvin Chafetz
Klaire Bielonko
Kathleen Harrington
Peter Hill

BUILDING CODE BOARD OF APPEALS

Martin Page
Henry Miga
Glenn Neilson
William Gozzo
Kevin Goff
Catherine Ellithorpe
Joseph Sangiovanni
Vacant (3)

...cont.

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BOARDS *and* COMMISSIONS

CABLE ADVISORY COUNCIL

Alex Fraser
Chad Kuzontkoski

CENTRAL REGIONAL TOURISM DISTRICT

Gayle Demko

CONSERVATION COMMISSION

Thomas Elmore
Jessica McCue
Gary Phelps
Patrick Reilly
Arthur Christian
Glenn Neilson
Norman Noble
Raymond Wilcox
Elizabeth Fanous

ECONOMIC DEVELOPMENT COMMISSION

Roger Murray
Jack (John) Henrie
Gayle Demko

Robert Kelly
Maria Silvestri
Jeff Girard
John McGuire

ETHICS COMMISSION

Daniel Vindigni
Brendan Malone
Scott Wheeler
George Dalrymple
Susan Keane
Dara Goings
Jay Presser

HELENA BAILEY SPENCER TREE FUND COMMITTEE

Colin Moll
Sue Mayne
Todd Mervosh
Connie Murray
Danna Gauntner
Joyce Zien
Judith Hanmer
Anita Wardell
Kacy Colston
Vacant (4)

HISTORIC DISTRICT COMMISSION

Aysha Moore-Manwaring
Crystal Quandt
Douglas Mayne
William Moryto
Elizabeth Tracey John
Schwemmer Scott
MacClintic

HOUSING AUTHORITY

Kathleen Remington
Jacqueline Marien
Jonathan Carson
Jacqueline Nielson



TOWN OF SUFFIELD

Town of Suffield, 83 Mountain Road Suffield, CT 06078 | P: 860.668.3320