

TOWN OF PLAINFIELD ANNUAL REPORT YEAR ENDED JUNE 30, 2018

The Board of Finance is pleased to present the Town's 2017-2018 Annual Report. We thank everyone who helped with its presentation. Comments and suggestions for future reports are most welcome.

The first section of this booklet is devoted to Department, Board, and Commission reports, while the back section is a reproduction of our auditor's report for the fiscal year.

BOARD OF FINANCE

Thomas Sinkewicz, Chairman
Travis Irons, Vice Chairman
Theodore Dumaine, Secretary
Scott Charlwood
Don Kivela
Gary Stalaboin
Scott Gardiner, Alternate
David Saros, Alternate

Board of Finance

The Board of Finance has held 21 meetings this year and all regular meetings were held on the 3rd Wednesday of every month, with the exception of November where it falls on the 4th Wednesday. The Board of Finance filled 4 vacancies throughout the course of the year (1 full member, and had to fill the two alternate positions 3 times)

Budget passed on first attempt at the annual Town Meeting on Monday May 21, 2018, with a grand total of \$47,608,464.00 and the Mill Rate was set at 27.96.

The firm, Mahoney Sabol & Company, LLP was appointed to conduct the town's annual audit of its records.

Submitted Respectfully by:

Thomas J. Sinkewicz
Chairman, Board of Finance

TAX COLLECTOR

The Tax Collector's Office is responsible for collecting, processing, and balancing property taxes on all real estate, motor vehicle, and personal property. In addition to property taxes, we also collect sewer use, sewer assessment and C-pace. Approximately 35,000 tax bills and delinquent statements are mailed and processed each year. Liens are recorded in the land records for all unpaid real estate, personal property, and sewer accounts each year. All motor vehicle accounts that are not paid when due are reported to the Department of Motor Vehicle as delinquent and registrations cannot be obtained or renewed until all bills are paid in full. Various reports are filed with the State Office of Policy and Management for reimbursement on programs that benefit elderly and disabled taxpayers. We provide a great deal of information to attorneys, title searchers, banks and the general public.

During the fiscal year, we collected \$27,523,039.34 in current property taxes, \$731,745.73 in delinquent taxes, 1,536,583.24 in current sewer use taxes, and \$34,803.28 in delinquent sewer. 17,940.51 in sewer assessment charges. Lien fees collected totaled 6,020.20. The figures represent a 97% collection rate on the current levy and 100% when back taxes are included. We have met and exceeded the expectations of the Board of Finance.

Dealing with delinquent accounts is always a difficult task. We have made great headway with these accounts over the past few years. Part of the process included tax sales on properties that were at least 3 years delinquent and repeated notices to record owners were ignored. The tax sales are very successful. We also obtained the services of a collection agency to collect delinquent motor vehicle and personal property accounts. This company has capabilities to locate people throughout the United States. The approximate income using this collection tool was 53,354.70.

Efforts will continue in the upcoming year to meet the financial needs of the town

Karen Vincent, CCMC
Tax Collector, Town of Plainfield

Emergency Management

The Emergency Management Department consists of the Emergency Management Director and a staff of highly trained volunteer workers available during times of an emergency. This office is responsible for developing and maintaining the Town of Plainfield Emergency Operations Plan, supervising the staffing and operations of the Emergency Operations Center (located at 51 Black Hill Road), advising the First Selectman on response plans and actions during emergencies, coordinating State and Federal assistance during state and nationally declared emergencies, coordinates the responses of the Town fire departments, police department, highway department and school department during major weather, hazardous material and security events.

The Town of Plainfield is subject to many types of emergencies including earthquakes, major winter snow storms, ice storms, cold weather events, power system outages, hurricanes, tornadoes, school and business security events, electrical storms, terrorist as well as other unplanned and planned emergencies. These events may disrupt the normal operations of Town government and the lives of our citizens for a short or long duration. The Emergency Management Department works to minimize the disruptions and restore utilities and other services as soon as possible. State and Federal assistance may not be available for up to 72 hours after an event occurs so our residents need to plan for these possibilities.

We work closely with the Red Cross, the State of Connecticut Department of Emergency Management and Homeland Security and the Federal Government to open shelters as needed in Plainfield to provide for the emergency needs of our residents. We have two formally designated shelters in Plainfield; the Plainfield Town Hall and the Plainfield High School. These can be opened as needed using staffing from the Red Cross and locally trained volunteers.

Our Emergency Operations Center is fully equipped to maintain communications with all local, state and federal agencies during an emergency using a variety of technologies on a 24 hour basis as needed.

Recently, your Emergency Management Director received the distinguished award of “Emergency Management Director of the Year” for the State of Connecticut for work done in emergency preparedness and planning on the local and state level.

Paul J. Yellen

Emergency Management Director

TOWN CLERK

The Town Clerk's Office is the hub of local government. We are an office that people call or visit to obtain information concerning the Town. If we can't help them, we pride ourselves in knowing who can.

From July 1, 2017 – June 30, 2018, the Town Clerk's Office recorded 2,654 documents on the land records, including but not limited to, Warranty Deeds, Quit Claim Deeds, Mortgages, Liens, Releases, Survey and Subdivision Maps; this includes 27 Trade Name certificates. The cost to record a one-page document is \$60.00. The cost to record a MERS document is \$159.00 or more.

We take documents for recording in person, by mail and by e-Recording.

During the last fiscal year, the following vital statistics were filed:

156 births, 186 deaths and 192 marriages.

The Town of Plainfield currently has 36 Justices of the Peace. The list of Justices is on our website.

During that same time period, we sold \$13,058. in a variety of Sportsmen's licenses which included 203 of the new Trout stamps. As an agent, the Town retained \$627.00.

From June 1, 2017 through May 31, 2018, we issued 1275 dog licenses and 6 Kennel licenses.

We issued 2,040 Bulky Waste stickers for FY 17-18.

Since my tenure began as Town Clerk in 2005, I have received over \$60,000 in grant funds for preservation projects. We have been able to microfilm and preserve most of our births, deaths and marriages, maps in Plan Book 1 and Plan Book 2 and Selectman minutes dating back to 1978. There are many more projects in the works to assure that the historical records of the Town of Plainfield are preserved for future generations.

During my tenure, I introduced the use of credit/debit cards for payment, online dog license renewals and acceptance of e-Recordings. Soon, we will accept electronic payment of conveyance taxes.

Things are always changing in the Town Clerk's Office as we do our best to stay abreast of all state mandates and the ever-improving technological advances.

Feel free to contact me or one of my assistants, Cindy or Kathy, if you have any questions.

Louisa R. Trakas MCTC, CMC
Plainfield Town Clerk



ANIMAL CONTROL OFFICER

The Plainfield Animal Control Officer is responsible for enforcing all animal related issues in the town of Plainfield, including Moosup, Wauregan and Central Village. The Animal Control Department adopts animals to the public and we pride ourselves on a 98% adoption rate. We work hard at maintaining a healthy environment for impounded animals until they are ready for their forever home. Some of the calls we handle include the following.

- Investigating animal cruelty and neglect complaints.
- Investigating animal bites to humans.
- Picking up and impounding stray or roaming dogs.
- Enforcing dog licensing laws.
- Investigating calls for nuisance dog barking.
- Handling potential rabid animal complaints where a person or animal has come into contact.
- Calls for loose livestock.
- Assisting residents in keeping their pets by providing help with dog/cat food if necessary.

It is the continuing goal of the Animal Control Officer to provide timely professional animal control services to the residents of the town.

Karen Stone

PLANNING AND ZONING DEPARTMENT **REPORT**

The Department serves as Staff to the Town's Planning and Zoning Commission and Inland Wetlands and Watercourses Commission.

The Department provides a multitude of support services for the community, and is responsible for administering the Zoning, Subdivision and Inland Wetland and Watercourses Regulations and for enforcing those regulations and local ordinances.

In 2017, the Planning and Zoning Commission acted on 24 applications for the calendar year ending December 31, 2017.

In addition, the Commission and the Plan of Conservation and Development Committee continued work on updating the Plan of Conservation and Development which, when adopted following Public Hearing, will be effective 2018 – 2028. .

All Planning and Zoning Commission meetings are open to the public, and regular meetings are held the 2nd Tuesday of each month. We encourage your participation.

Members of the 2017 Commission included:

Regular Members

Karla Desjardins, Chairman
John Meyer, Vice-Chairman
Seann Peterson
Roz Chviek (as of 11-17)
Lindsay Joslyn
Roxanne Boisse (thru 10-17)

Alternate Members

Grant Courchaine (as of 11-17)
Charlene Hill (as of 8-17)
Jason Fontaine (thru 11-17)
Michael O'Neill (thru 11-17)

PLANNING AND ZONING DEPARTMENT
REPORT

The Inland Wetlands and Watercourses Commission (IWWC) processed 15 applications for the calendar year ending December 31, 2017.

All IWWC meetings are open to the public, and regular meetings are held the 3rd Tuesday of each month. We encourage your participation.

Members of the 2017 Commission included:

Regular Members

Ron Desjardins, Chairman

Randy Stillwell

Ralph Wells, Secretary

Jeff Joslyn

Art Heon

John LaBonte

Tom Sinkiewicz

Planning and Zoning Department Staff for CY 2017 included:

Lou Soja, Town Planner, Town Engineer, Inland Wetlands Official

Ryan Brais, Zoning Enforcement Officer

Sonia Chapman, Engineering Clerk

Fees collected during the 2017 Calendar Year included \$31,421 for Planning and Zoning Commission and Zoning Board of Appeals applications, \$6,322 for Inland Wetland and Watercourses applications and \$3,230 for permits issued by the Zoning Enforcement Officer.

Respectfully submitted,

Mary Ann Chinatti

Town Planner

September 25, 2018

BUILDING OFFICIAL

The Building Official administers the Connecticut State Building Code. Permits for all new buildings, additions, alterations, demolition, etc., are issued from this office. During the year, a total of 533 permits were issued to Plainfield property owners, bringing in \$133,510 to the General Fund.

The permits issued in Plainfield included:

New Homes	14	New Commercial	2
Accessory Apartment	3	Additions/Residential	11
Additions/Commercial	1	Decks	21
Demo	13	Electrical	78
Fuel Tanks	9	Garages	9
Heating	38	Mechanical	53
Miscellaneous	6	Pellet Stoves	3
Plumbing	12	Pools/hot tubs	12
Renovations/Residential	122	Renovations/Commercial	8
Roofs	64	Sheds	9
Siding	14	Signs	2
Solar Panels	22	Woodstoves	7

Residential Projects:

Subdivision at Moosup Pond Rd/Smith Rd for 11 potential new homes
55+ elderly housing at Moosup River Estates for 39 potential new homes
Subdivision at Stone House Drive for 20 potential new homes

Commercial Projects:

Morgan Truck at 85 Moosup Pond Rd
Atlantic Broadband at 221 Norwich Rd
K&H Construction at 1221 Norwich Rd
Western Express at 1293 Norwich Rd
Brian Arnio at 6 Water Street

Robert P. Kerr

FINANCE OFFICE

The functions of the Finance Office are revenue collections, claims processing, payroll, accounts payable, pension, budget, and financial reporting. This department makes sure the Town abides by the generally accepted accounting principles set forth by the Governmental Accounting Standards Board. This department is responsible for bond proposals and external audits.

This year, the State of Connecticut made significant cuts in aid to the Town for Education and Elderly Tax Relief. The Town decided to use the Municipal Stabilization Grant of \$343,453 to offset the School's reduction of \$2 million in Education Cost Share Funds. A reduction of approximately \$600,000 from Education Budget was also made to help with this state reduction of revenue.

Moody's Investors Services has announced the Town of Plainfield is maintaining the Town's bond rating at Aa3. Moody's quote, "The removal of the negative outlook reflects our expectation that the town's budgeting practices and strong operating performance will continue to support its financial profile at a level sufficient for the rating category despite the ongoing state fiscal uncertainties".

The Finance Department oversees the Town's safety committee. The quarterly monitoring of insurance claims has produced a 0% increase in Liability-Auto-Property insurance and Workers' Compensation.

The Finance Department also monitors the Town's self-funded health insurance plan. This plan is monitored on a daily basis.

Kelly J. Vachon
Finance Director

Assessor's Office

The primary objective of the Assessor's Office is to ensure that all taxable property located within the Town of Plainfield is assessed in accordance with applicable law so that every property owner bears an appropriate share of the total tax burden. To accomplish this objective, the Assessor and staff must discover, list and equitably value all property within the jurisdiction. The results of these efforts is the Grand List: a record of all the taxable and tax-exempt property within the Town of Plainfield. The Grand List is used in the budget process to establish the mill rate and is also used for tax billing. On the 2017 Grand List we had the following number of accounts:

Real Estate- 6,476

Motor Vehicle- 14,705

Personal Property- 830

Maintaining the accounts within the Town of Plainfield takes a great deal of time for the Assessor's Office. The office is continually processing transfers of properties, applying credits to motor vehicles, applying prorates to real estate, inspecting properties with building permits that have been issued by the Building Inspectors Office, maintaining tax maps, etc.

We are responsible for processing applications for the Elderly Homeowners and Rental Rebate Program. We also approve tax exemptions for the veterans, blind and disabled. Farm and Forestland applications are processed in the Assessor's Office.

Questions concerning assessed value, adjustments, exemptions, tax relief and motor vehicle tax credits should be directed to the Assessor's Office.

MaryEllen Hall, CCMA

Assessor



Plainfield Police Department

"Honorable Service"

Chief of Police, Michael G. Surprenant

210 Norwich Rd. Plainfield, CT 06374

(860)564-0804 fax (860)564-0808

www.plainfieldctpolice.com

DEPARTMENT OF POLICE SERVICES

Calls for Service	12,560	Criminal Investigations	1,444
Arrests	844	Juvenile Arrests	62
Motor Vehicle Accidents	240	Motor Vehicle Warnings	235
Domestic Violence/Harassment Incidents	341		

Over the past financial year, the Department has continued to pursue grants to help the Department obtain needed equipment and provide extra enforcement patrols for DUI.

The Department has a Special Investigative Unit to assist with specialized investigations including sexual assaults, child abuse, and fires.

The Department has two K9 service dogs trained in patrol and narcotics services to assist their handlers.

The Plainfield Police Department investigates approximately 50 sexual assaults a year, many of which involve children.

Chief Michael Surprenant
Plainfield Police Department

WATER POLLUTION CONTROL AUTHORITY

The Plainfield Water Pollution Control operates two Sewage Treatment Plants in the Town of Plainfield, one located on Black Hill Rd and one located on Birch Street.

Both the North Plant and Village Plant are going through a facilities plan that determines wastewater collection and treatment systems needs over a 20-year planning period.

The Plan provides a comprehensive evaluation of existing facilities and future system need to meet State and Federal regulatory requirements.

Fuss & O'Neill engineered and oversaw upgrades to both plants. The upgrades included a diffused air with blowers, invent mixers, new chlorine contact tanks, and the ability to nitrify, denitrify, and phosphorous removal to comply with new regulations and permit requirements. A new Andritz Centrifuge was installed at the North Plant to process sludge as the old belt filer press was 40 years old. A new 4,000 gallon tanker truck was purchased as well.

Jeffrey Young

Superintendent

RECREATION DEPARTMENT

The Plainfield Recreation Department is located at the Community Services Complex on Norwich Road. The facility is home to the Senior Center and Recreation Department. The department is responsible for the planning and supervision of over several different leisure related activities for adults and children. This year over five thousand people have been involved in these programs. Participants range from toddlers to senior citizens. A sample of programs include: aerobics, yoga, youth basketball, fun runs, social events, family outings, pool activities, summer all day program and teen activities. The Department hosts an annual Halloween party, Holiday party for families. There are many other joint ventures with community organizations such as the annual winter coat drive, etc. This year we hosted our first annual Fall Festival. Families were able to enjoy arts and crafts and family activities; such as giant games, and a photo booth. Music in the park held 6 concerts under the pavilion during the months of July and August. An average of one hundred people attended these concerts. The Recreation Department continues to oversee the Town Hall Pool. The Pool offers swimming lessons, water exercise classes, pool parties, adult and open swims and special events; such as the Arctic Blast and a Halloween Pool party. The pool is open to residents and non-residents. The pool is also rented hourly by physical therapy groups.

The Recreation Department's annual "Toys for Kids" program provides three toys each to approximately 250 kids. Families are referred through their school social workers. We reach out to local businesses and accept donations. Also, generous individuals within town help support the program.

The Plainfield Senior Citizen Center is a multi-use facility serving the needs of the elderly in Plainfield. It is a hub of activities. The Center is open Monday through Friday from 8:30 am-4:30 pm. Volunteers plan activities and functions at the center. Weekly activities include exercise, crafts, cards, chorus, billiards, bingo, knitting, movies, social activities, educational programs and trips. There is a library of current books, videos and education materials about elderly and health related issues. We have a Social Services Coordinator available once per week to assist with accessing resources. An Activity Coordinator plans two weekly arts n crafts activities. Senior transportation is available. This is funded from Title III the Older Americans Act. Riders must be 60 or older and live in Plainfield, Sterling or Canterbury. A seven-passenger handicapped accessible van and a car are available for the elderly enrolled in the program. There are 44 riders enrolled in the program and 82 % of riders are from Plainfield.

The Recreation Department is a large employer of part time seasonal staff. This summer it employed 35 local high school, and college students as lifeguards and summer camp staff.

We continue to encourage town residents to contact our office with ideas and suggestions for future programs.

Kelly L. Scaplen
Recreation Director

ANNUAL TOWN REPORT 2018
PLAINFIELD HISTORICAL SOCIETY

PURPOSE To preserve and educate about local history.

The society is a source of information to a wide variety of people. We welcome questions and information. As Municipal Historian, the society provides oversight on Plainfield actions and sites including, among others, those on the State and National Registers and the four National Historic Districts in our town.

The society is a non-profit organization, sustained by donations and dues. The town added the History Room to the Recreation /Senior Center building for our use. This is open to the public from 2 p.m. to 4 p.m. on most Fridays and by appointment. It is staffed by society members and up to 8+ people have come to visit weekly.

COLLECTIONS

Many of the donated three- dimensional artifacts are displayed in the History Room. Photographs, books, and other items, particularly those needing a controlled environment, are in a space in the vault in the Town Hall. The collection continues to grow. The society works continuously at maintaining and cataloguing the donated items.

PUBLICATIONS

The society's most recent book "Postcard Album", published in 2014 is still available. Fewer than a dozen copies of the 2007 book "Images of Plainfield" remain. The Society writes and sends a newsletter to members twice a year.

PARTICIPATION

The organization participates in local events: the Plainfield Agricultural Commission's Winter Farmers Market, the Senior Expo, and Canterbury's Old Home Day. We collaborate with schools, businesses and other groups as well.

MEETINGS

Held seven times a year, our meetings are followed by free programs of historic interest open to the public.

RUTH BERGERON

President

Fire Marshal

The Fire Marshal for the Town of Plainfield is required by State Statutes to conduct an investigation into the origin and cause of all fires and explosions within the town, conduct inspections of all occupancies except one and two family dwellings as required, perform plan reviews on all new construction except one and two family dwellings, issue blasting and special effects permits and conduct inspections of these operations. The Fire Marshal also responds to and investigates fire safety complaints from the public, conducts fire safety training for schools, businesses and housing facilities and assists the fire departments at emergency scenes with hazardous materials incidents and major fire events.

The Fire Marshal also serves as Burning Official for Plainfield enforcing the State of Connecticut DEEP air quality regulations. All proposed sites of open burning are inspected prior to the issuance of a written permit. Complaints of open burning are investigated and penalties for violations can range from verbal warnings, written warnings, no burn orders and criminal fines and or arrest.

The Fire Marshal is the Enhanced 9-1-1 coordinator for the Town of Plainfield. He issues all new building numbers for new construction, investigates incorrect building numbering and works with the regional dispatch center to correct failed 9-1-1 emergency response address numbers.

The total number of investigations continues to increase each year and the respective dollar loss increases as well. Investigations include grass and woodland fires, vehicle fires, hazardous material incidents, room and content fires, appliance fires, carbon monoxide incidents, major structure fires and multiple building fires. There are many causes for these incidents including accidental causes, weather related incidents, mechanical failure, discarded smoking materials, candle mishaps and intentionally set fires.

This office works closely with our four fire departments, our police department, ambulance corps, highway department and the school department to help ensure the safety of all residents and visitors to our community.

Paul Yellen, Fire Marshal

BOARD OF SELECTMAN

The Board of Selectman consists of three (3) members, A First Selectman, and two (2) Selectmen, all whom are elected for a term of two years.

The Board of Selectman meets on the second (2nd) and fourth (4th) Monday of the month. Special meetings may be called by any Selectman on a 24-hour notice.

The duties and responsibilities of the Board of Selectman shall direct and supervise the affairs of the town and be responsible for coordinating the activities of the officers, boards, commissioners, and other agencies of the town.

The Board of Selectman shall have all powers, duties, and responsibilities conferred upon it by the Town Charter or the General Statutes and all powers proper, incidental, or convenient to their exercise.

Annually, the Board of Selectmen shall review all town ordinances and recommend as appropriate, their revision or repeal to the Town Meeting.

The Board of Selectmen is the Water Pollution Control Authority board.

In 2017, the first woman selectman was elected in over three hundred years. For the first time in the history of Plainfield, the Board of Selectmen consists of three (3) women. This is an exciting time for our town.

This past year was a financial challenge due to the lack of a State budget until October, cuts to our ECS, and the threat of our Moody's rating being dropped. Fortunately, with the support of all town departments, we were able to present a budget with a mill decrease of 6%. The budget passed successfully as presented and we maintained our Moody's rating of Aa3.

If that was not enough to create a financial challenge, Plainfield is newly included in the State's unfunded mandated MS4 (Municipal Separate Storm Sewer System) project. We have been working on addressing the many requirements we need to meet such as mapping our inlets/outlets, adopting a Stormwater Ordinance, catch basin cleaning schedule/maintenance/etc. We have prepared our Annual Report and submitted to DEEP.

The Town has received a Survey and Planning Grant for the CT Department of Economic and Community Development's State Historic Preservation Office to perform a conditions assessment/feasibility and adaptive reuse study for Plainfield's historic former high school (the Annex), built in 1924. 50% of the total project cost of approximately \$20,000.00 will be reimbursed to the Town upon completion of the evaluation/submission of the final report. The report will be useful to us as we look at potential reuse of the structure going forward.

We continue to work with students at the UCONN Connecticut Brownfields Initiative to finalize an EPA grant application for brownfield assessment work at the Interroyal site. If approved, the grant will fund work associated with filling in data/information gaps omitted in previous assessments of the site and may also include adaptive reuse concepts. After a visit with

Congressman Courtney, members of EPA and DEP, the Town is fortunate to have their support in the clean-up efforts of Interroyal.

Plainfield's Housing Rehabilitation Program, which offered low-interest loans to qualifying homeowners for repairs/necessary work on their homes has not been available for quite some time. We have been working with CT DOH with the goal of reviving the program. It is our hope that the program will be up and running by the spring of 2019.

The Town has met with Mark Jewell, an engineer with VHB, the firm working with CT DOT to prepare plans to close the gap in the Moosup Valley State Park Trail which runs from Killingly, into Plainfield, through Sterling and into RI. There is currently a gap in the Plainfield – Sterling section. DOT will oversee the project. The work will be completed at no cost to the Town. The project is in the preliminary stage, there are no specific details that can be provided other than a public informational meeting will be held to introduce the project to Plainfield and Sterling.

The Town has applied for a grant from the USDA under its Community Facilities Program for safety improvements to the Town's Police Department including replacement of doors, installation of exit/entry devices/access control and security system. Total project cost is \$78,132.15. The Town will contribute \$50,785.90 and the remaining balance will be paid through the grant funds, if approved. We have not been notified at this time if the grant application has been approved.

The Economic Development Commission has been revived and is now an active Commission.

The Town of Plainfield held their first Job Fair in October hosting thirty-six (36) businesses and accommodating approximately three hundred (300) job seekers.

The Town welcomed two new trucking companies this year. Morgan Truck Body, a manufacturer of truck bodies. Morgan will employ approximately one hundred forty (140) workers. Their goal is to hire from within the town of Plainfield. Morgan is in the old American Standard building located in the village of Wauregan.

Western Express is a company based out of Tennessee and employs approximately one hundred (100) workers. They are in the town of Plainfield.

The Board of Selectmen is pro-active and confident that Plainfield will move forward with success the goals set forth for the coming year.

Cathy M. Tendrich

First Selectman

PENSION BOARD

The Pension Board met 8 times this year.

Pensions were approved for 8 new retirees.

As of year-end, the Town had 133 employees collecting monthly pensions totaling \$1,067,718.

As of June 2018, pension plan assets at market value totaled \$22,502,973.

The town's investment advisors reported to us that due to the climate of the market, the trust fund asset had a 9% income gain.

Cathy M. Tendrich

Chairman

HIGHWAY DEPARTMENT

The Highway Department employs 10 full time staff and seasonal staff. Its fleet consists of:

7 International/Freightliner Plow trucks, 2-450 trucks, 1 ton truck, 1 Vac truck, 1 Payloader, 1 Backhoe, 2 Sweepers, 4 Pick Ups, 4 Van and 2 Mowers.

The Highway Department is responsible for the maintenance of approximately 95 miles of roads in the Town of Plainfield, which includes the villages of Moosup, Central Village and Wauregan. Maintenance includes snowplowing/sanding, ice control, pothole repair, roadside mowing along with town owned properties, repairing and replacing box culverts and catch basins, cleaning catch basins and waterways, street sweeping, maintenance of guideposts, sign replacement, and tree and limb cutting.

The Department picks up bagged leaves and brush clippings left at the roadside in the fall.

Plainfield is newly included in the State's MS4 (Municipal Separate Storm Water System) project. This not only has caused a financial hardship on Plainfield, due to the State's unfunded mandate, but also has created more work for the highway department. The Department will be responsible for catch basin cleaning schedule/maintenance, along with recording. They will also be responsible for the mapping of all inlet/outlets. A stormwater Ordinance will need to be adopted along with the filing of an Annual Report to the DEEP.

This year the following roads were paved.

- Cone Hill Road
- Exley Road
- Shepard Hill from Rt. 12 to Shepard Hill School
- Portion of Dow Road
- Portion of Glebas Road

This year the Highway Department had two major financial burdens that put a strain on their budget. The first, the new MS4 State mandated project, and second, due to the Gypsy Moth infestation, the town had the extra burden of cutting down dead trees.

On average, the Highway Department handles 600 calls per year from concerned citizens regarding drainage problems and hazardous trees/limbs. It is the goal of the Department to handle each call courteously and quickly.



Plainfield Police Department

"Honorable Service"

Chief of Police, Michael G. Surprenant

210 Norwich Rd. Plainfield, CT 06374

(860)564-0804 fax (860)564-0808

www.plainfieldctpolice.com

BOARD OF POLICE COMMISSIONERS

The Board of Police Commissioners is five members elected body which meets on the fourth Tuesday of every month. The Police Commission is responsible for the general management and supervision of police personnel and equipment. As such, the Police Commission promulgates any regulations needed for the operation of the Plainfield Police Department.

The Board of Police Commissioners currently oversees an eighteen manned full-time police department. The department covers the villages of Plainfield, Central Village, Wauregan, and Moosup. The officers of the Plainfield Police Department respond to various calls, such as, motor vehicle accidents, domestic disputes, and burglaries, amongst other reports of misconduct.

The Board of Police Commissioners is also the Traffic Authority of the Town of Plainfield, and in that capacity reviews requests for traffic signs, streetlights, and road closings. Requests are submitted to the Board of Police Commissioners for review.

The Board of Police Commissioners work closely with the Chief and Captain who are the administrators of the Plainfield Police Department. The Chief provides the Board of Police Commissioners with information regarding finances, officer training, and the day to day activities of the Plainfield Police Department. The Captain assists the Board of Police Commissioners with the review, granting/denying, and implementation of all Traffic Authority requests. With the establishment of a close working relationship the department administrators and Board of Police Commissioners are able to operate at a high level in order to achieve departmental goals.

Since the establishment of the Plainfield Police Department the Board of Police Commissioners has assisted in the implementation of several specialized assignments. The Plainfield Police Department Special Investigations Unit focuses on the investigation of major crimes including deaths, robberies, physical assaults, and sexual assaults. Dependent on staffing, the Special Investigations Unit consists of a Detective Sergeant, two Detectives, and a Community Resource Officer. The Community Resource Officer in addition to assisting the Detectives has the primary goal of strengthening community relations by working closely with schools, neighborhood crime watch, and citizens of the Town of Plainfield.

The Plainfield Police Department is also comprised of two K9 officers. The department is equipped with a German Shepard which is used during patrol for tracking and the detection of narcotics. The department also has a Labrador retriever which is primarily used for the detection of narcotics as well.

The Board of Police Commissioners have consistently provided the Town of Plainfield with professional and effective law enforcement services for the least possible cost to taxpayers through the use of grant monies whenever possible.

The Police services offered are geared specifically to the needs and expectations of the citizens of Plainfield, Connecticut. Through its guidance, direction, and support the Board of Police Commissioners strive to assist the Plainfield Police Department in meeting and exceeding the expectations of town residents.

Daniel Hutchinson
Board of Police Commissioners Chairman

INLAND WETLANDS AND WATERCOURSES **COMMISSION**

The members of the Inland Wetlands and Watercourses Commission are responsible for regulating the disturbance of soils within the wetlands and within 100 feet of any wetlands or watercourse as defined by CT General Statutes. They meet regularly on the third Tuesday of every month.

During 2018, the Commission approved 15 permits. In addition, two Agent Approvals were granted by Staff and three applications to the Commission were pending at the time this report was submitted.

Ron Desjardins
Chairman

ZONING BOARD OF APPEALS

The members of the Zoning Board of Appeals (ZBA) are responsible for hearing and acting upon appeals of the decisions of the Zoning Enforcement Officer; for hearing and acting upon Variance Applications of the Zoning Regulations; and for hearing and acting upon Applications of Location Approval for automotive dealers and repairers and gas stations.

During 2018, the ZBA approved 5 variances and 2 Location Approvals, with one variance application pending at the time this report was submitted.

Frank A. Zak
Chairman

Planning and Zoning Commission

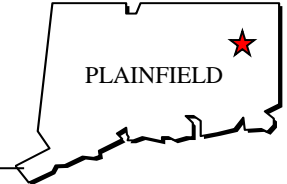
The elected members of the Planning and Zoning Commission are responsible for regulating land uses in the Town of Plainfield as empowered by the CT General Statutes. The Commission is guided by the Plan of Conservation and Development, which the community prepares every ten years. Policy implementation is conducted through zoning regulations and subdivision regulations. The Commission reviews all applications for site development and subdivision of land to ensure that the regulations are in conformance with town regulations. The Commission also reviews and approves text and map amendments. The Commission enforces the zoning and subdivision regulations. The Commission acted on the following:

Site Plan Review	5 applications	5 approved
Special Permit	7 applications	5 approved, 1 withdrawn, 1 pending
Subdivision	3 applications	2 approved, 1 denied
Zoning Map Amendments	3 applications	2 approved, 1 pending
Zoning Text Amendments	1 application	1 approved

Karla E. Desjardins
Chairman



PLAINFIELD PUBLIC SCHOOLS



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Christi Haskell, BOE Chair

Kenneth R. DiPietro, Superintendent

December 3, 2018

Please accept this as a cover letter to the budget narrative submitted on behalf of the Board of Education. The budget narrative is generated through a State reporting process which blends district reported results with State determined indicator results. A portion of the report provides a summary review of the changing demographics in Plainfield and Plainfield Public Schools. The State reports on student achievement for a specific year, typically two-years behind the present or previous fiscal year, simply because the data is attained and reported over the course of a year following surveys and testing.

The district profiles provide a standard reporting procedure for the public to review the performance of a districts with other similar districts or the State – as a whole. While the report is very explicit in its data and provides a review of the impact of tax levied support by a municipality as well as State support and other revenues such as ECS-State aid and other state, federal and local funding sources, the report is limited to the year of review.

This cover letter provides a context for the progress and performance of Plainfield schools over a period of the last five (5) years. Presently, the State ranked all schools in Plainfield. Plainfield Central, Moosup Elementary and Shepard Hill are rated as Category #1 schools (highest ranking) with Memorial School rated Category #2 and Plainfield High rated as Category #3. The first three categories (1-3) indicate that the school is making progress towards State and District achievement goals. Level #4 indicates a concern for progress and level #5 suggests need for significant improvement. In 2011/12, Plainfield was under State watch for possible need for intervention at Shepard Hill and Plainfield High. By 2013, both schools were elevated to showing improvement. Today all schools are ranked as showing progress. During the years 2012-2018, Plainfield also rose in poverty based on free/reduced lunch from 28% to 48%. The current reported rate of poverty is 55%. These indicators demonstrate that during a time of increasing poverty, Plainfield Schools has continued to improve student achievement.

Some of the factors leading to Plainfield school's improvements include, but are not limited to: universal preschool, all-day kindergarten, alignment to the State Core Standards, strengthening a focus on literacy through phonics and penmanship in early grades, adopting a 5-year curriculum renewal cycle, offering free PSAT/SAT testing within the school day and improving graduation expectations. The efforts to improve Plainfield schools has earned recognition of NEASC and NAEYC accreditation and two-years of silver award recognition by World News.

The 2017/2018 fiscal year realized for the first time one of the most significant reductions in State ECS Aid by the Governor due to a reported State fiscal crisis. The reduction in State Aid and municipal aid required the town to partially access its fund balance and require school budget reductions equal to the ECS reduction of approximately \$700,000. Through the efforts of the Town and school governing bodies, many cuts were made to programs and services but the year was completed within the adjusted budgets. State ECS Aid for FY2019 was reinstated by approximately \$550,000 and the school are working to restore lost programs.

Overall, Plainfield Public School represents a great investment for the Town in the education of its youth.

Respectfully submitted,

Kenneth R. Di Pietro

Christi Haskell

ECONOMIC DEVELOPMENT COMMISSION

The newly revived Economic Development Commission held one special meeting and one regular meeting this year.

Our mission strives to provide a climate for businesses to start, operate and grow while always keeping in mind the Town's character by working through programs, advising on policies and partnering with other agencies to promote business retention, expansion and attractions.

The commission along with other commissions, boards and municipal officials from our town attended a workshop from CERC "Fundamentals of Economic Development-A Transformational Approach". The workshop reviewed our town's trends in demographics, employment, commuting, fiscal health and housing. We reviewed responsibilities and components of a successful economic development program.

Our commission looks forward to coordinating activities and promoting economic development in the coming year.

Steven C. Martin, Chairman

CONSERVATION COMMISSION

- The Conservation Commission is an appointed group that meets the third Monday of each month at 7:00 PM. The Commission is charged with the responsibility of making recommendations regarding the natural environment, open space, and continues, with permission from DEEP, to maintain trails and areas in the former Forest Management Area, now Pachaug State Forest.
- The Commission has accomplished the following items during the year of 2018:
 - The annual evergreen tree and pollinator plant giveaway to Plainfield residents, which also provides valuable informational handouts for planting, growing, and maintaining trees and beneficial plants.
 - Participated in the Plainfield winter market making conservation information available to local residents.
 - Made recommendations to the Plan of Conservation and Development Committee during the 10 year renewal process.
 - Upgrading and maintaining the Commission's website, providing information and links.
 - Responsible for the beginning of the town's interest in solar energy options for the schools and municipal buildings, participating with the Solar Review Committee.
 - Continued membership with The American Chestnut Foundation, maintaining the chestnut tree grove in the Pachaug State forest.
 - Partnership with Wyndham Land Trust as stewards of land trusts here in Plainfield.
 - Attending the following informational workshops provided by the Planning and Engineering department: Roles and Responsibilities of Land Use Boards and Commissions, Fundamentals of Economic Development, and Freedom Of Information Act.

Goals for next year include the following:

- Continue support of The Last Green Valley Walktober Walking Weekend program.
- Partner with local Boy Scout troops for badge and eagle scout projects.
- Open Space Land Acquisition, to preserve a parcel of land that would provide a site for a Farmers Market, Community Garden, and Walking trails.
- Renew interest in making a Bike Path connection with all the surrounding towns.

Walter Cwynar, Chairman

Ethics Commission

During the past year the Ethics Commission had not received any complaints or requests for advisement. However, it has proved to be a year of transition for several members. In light of this I would like to personally thank all the members for sacrificing their time in order to serve the town of Plainfield. Even though change is inevitable, the Ethics Commission stands ready to serve the town when needed.

Respectfully

Thomas Schwarz

TOWN OF PLAINFIELD

ANNUAL REPORT

JUNE 30, 2018