

Town of Clinton
54 East Main Street
Clinton, Connecticut 06413

**Town Council Regular Meeting Minutes
Wednesday, May 07, 2025
Town Hall Green Room**

In Attendance: Chairman Carrie Allen, Brian Roccapriore, Hank Teskey, Chris Aniskovich Dennis
Donovan, Chris Passante and Mike Shove
Also participated: Michelle Benivegna, Town Manager

C. Allen called the meeting to order at 8:00 AM. Dennis Donovan led the council in the pledge of allegiance.

VISITORS

No visitors wished to speak at this time.

APPROVAL OF MINUTES – APRIL 16, 2025 AND APRIL 24, 2025

B. Roccapriore made a motion, seconded by D. Donovan to approve the minutes from April 16, 2025, and April 24, 2025. The motion was unanimously approved.

APPOINTMENTS

H. Teskey made a motion, seconded B. Roccapriore to appoint Kathleen Davidson (D) Sustainability Committee for a term until June 30, 2026. The motion was unanimously approved.

CONNECTICUT MAIN STREET PROGRAM

Karl Rosa, Connecticut Main Street Center, reviewed the Main Street Management Assessment with the council. A copy of the report is attached to the minutes.

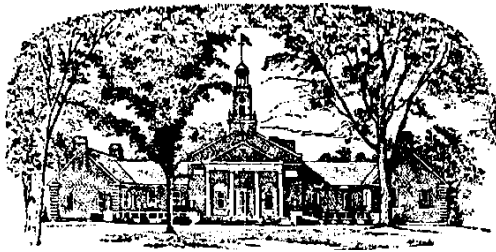
HUMAN SERVICES AND FIRE DEPARTMENT UPDATE

Kathy Grega, Director of Human Services, provided an update on the department. A copy of her report is attached to the minutes.

Brian Manware, Fire Chief, provided an update on the department. A copy of their report is attached to the minutes.

APPROVE THE ACCEPTANCE OF THE YOUTH SERVICES BUREAU ENHANCEMENT GRANT IN THE AMOUNT OF \$40,794.

C. Aniskovich made a motion, seconded by C. Passante, that the Town Council hereby authorizes the acceptance of the Youth Service Bureau Enhancement Grant in the amount of \$40,794. The motion was unanimously approved.



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APPROVE THE ACCEPTANCE OF THE LOCAL PREVENTION COUNCIL GRANT IN THE AMOUNT OF \$4,152.70

C. Passante made a motion, seconded by D. Donovan, that the Town Council hereby authorizes the acceptance of the Local Prevention Council Grant in the amount of \$4,152.70. The motion was unanimously approved.

APPROVE THE ACCEPTANCE OF THE SMALL HARBOR IMPROVEMENT PROJECT PROGRAM (SHIPP) GRANT IN THE AMOUNT OF \$143,000

C. Aniskovich made a motion, seconded by H. Teskey, that the Town Council hereby authorizes the acceptance of the Small Harbor Improvement Project Program Grant in the amount of \$143,000 and directs the Town Manager to sign the agreement with the Connecticut Port Authority. The motion was unanimously approved.

POLICE DEPARTMENT AND PUBLIC WORKS LINE ITEM TRANSFER REQUEST

D. Donovan made a motion, seconded by B. Roccapriore to approve the Police Department line item transfer request to decrease fuel by \$2,065.60 and increase marine support by \$2,065.60. The motion was unanimously approved.

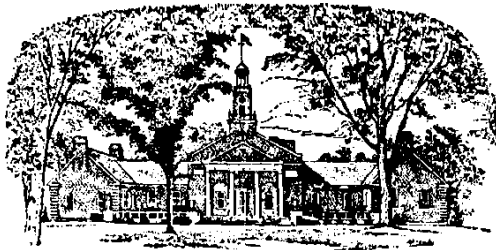
D. Donovan made a motion, seconded by H. Teskey to approve the Public Works line item transfer request to decrease Truck12 TRF STAT by \$9,656.24, 3 CY Sander by \$138.00, Gutter/copy room repairs by \$282.96 and increase (new account) Truck 15 body by \$10,077.20. The motion was unanimously approved.

ECONOMIC DEVELOPMENT MONTHLY UPDATE

- M. Benivegna will provide regular updates on Economic Development during Town Council morning meetings.
- CT Main Street Program – A subcommittee will be established to oversee the initiative. It will consist of the Town Manager, an Economic Development Commission (EDC) member, Dale Kroop, two business owners, and a representative from the Chamber of Commerce.
 - The town has launched an official Instagram page. Mosaic Marketing has been contracted to manage the town's social media presence.
 - Property updates
 - 22 High Street: Scheduled for demolition.
 - 14 West Main Street: Permit approved for new siding and window replacements.

TOWN MANAGER'S REPORT

- M. Benivegna reported on the following topics.
- Union Negotiations – Ongoing negotiations with Clerical and Public Works unions.
 - Donna Novy, Administrative Assistant to the Director of Public Works, will be retiring at the end of June. The position has been posted internally.
 - Town Beach – Vending machines are now available at the Town Beach at no cost to the town.
 - A ceremony will be held on Monday, May 19th at 11:00 AM at the State Armory in Hartford to honor living World War II veterans. All town residents are welcome to attend.



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CHAIRMAN'S REPORT

Report from C. Allen

- C. Allen provided an update on the America 250 Committee.
- Taxpayer Communication Initiative - The council endorsed the idea of including a letter with tax bills to inform taxpayers about how their tax dollars are being utilized and to highlight upcoming town events. M. Benivegna will draft the letter and submit it to the council for review.

TOWN COUNCIL DISCUSSION

The Town Council discussed the need for a formal policy outlining the process for handling workshops. M. Benivegna will draft a policy for review by the council. The policy will be presented for approval at the next council meeting.

TOWN COUNCIL COMMITTEE AND LIAISON REPORTS

No reports were given at this time.

ADJOURN

H. Teskey made a motion, seconded by B. Roccapriore and unanimously adjourned the meeting at 9:30 AM.

Respectfully submitted,

Mary Schettino
Executive Assistant
Town Manager



Connecticut Main Street Center Main Street Management Assessment

Clinton - Clinton Main Street
Date of Visit: 2/4/2025





Background

Clinton is a town in Middlesex County, Connecticut. The town is part of the Lower Connecticut River Valley Planning Region. The population of the town was 13,185 at the 2020 census. The town center is known as Clinton Center. It is the location of the Clinton Village Historic District, which is listed on the National Register of Historic Places.

Clinton joined the Connecticut Main Street network in December of 2024. On February 4, 2025, a Main Street Management Assessment was conducted with Town Manager Michelle Benivegna, Town Planner Abby Piersall, Economic Development Consultant Dale Kroop, and CMSC Field Services Director Carl Rosa.

Purpose of Main Street Management Assessment

Downtowns serve as the hub for arts and culture, small business, local tourism, home to institutions, and greatly contribute to community pride, social cohesion, and quality of life. Succinctly stated by Ed McMahon, Chair Emeritus of the National Main Street Center Board of Directors, “Downtown is important because it’s the heart and soul of any community. If you don’t have a healthy downtown, you simply don’t have a healthy town.”

A thriving main street requires ongoing management. Main street management is comprehensive work that juggles competing priorities and convenes community stakeholders around a unifying vision. Connecticut Main Street Center (CMSC) created the Annual Main Street Management Assessment to strengthen and support our main street managers, breaking down the main street management process into concrete, incremental action items.

As a benefit of your CMSC membership, you are entitled to an annual management assessment of your downtown district. This assessment will help identify areas of strength and weakness, measure year-over-year progress of the district, and recommend next steps and areas of priority.

How to Use This Report

The assessment measures the activities around main street management, providing CMSC’s main point of contact with guidance. The point of contact for the district or key stakeholders may be involved in the assessment process; however, wider members of the community are not included in this process. This is not a community input exercise concerning the use or perceptions of the main street. Rather, it is a means to determine areas of strengths and weakness in main street management.

As such, this assessment report is for internal use only. We recommend the results of the assessment guide the district’s strategic planning and be incorporated into an annual work plan. Each action item is hyperlinked to an online resource page on CMSC’s community platform – an exclusive benefit to CMSC membership. The webpages provide additional guidance and context for each action item. Though a score is provided in your assessment, we strongly recommend not focusing on the score and rather focus on the recommendations made and action items that need attention.

CMSC will not publish your results publicly or share with other communities. CMSC may publish aggregate anonymous data for communication materials.







Methodology

The assessment is a comprehensive examination of how your district is performing based on the Four Points of Main Street Management through 83 action items. The action items are derived from national best practices for main street and downtown management and other national planning standards such as Complete Streets. The assessment also incorporates Connecticut's unique character. The assessment is centered on cultivating vibrant communities – regardless of urban, suburban, or rural context. Connecticut Main Street Center endeavors to stay current with our evaluation. We reviewed the Assessment Tool on an annual basis and add new data points as relevant.

Each point of the Four Points of Main Street Management is broken down into specific action items. Each action item is graded on a rubric 1 through 4 via CMSC observations of the district and interviewing the district's point of contact. Additionally, each action item is sorted and weighted accordingly into fundamental, intermediate, and advanced priorities. A score for each point and a cumulative score is provided. The lowest score is 25% and the highest score is 100%.

- 1 = Attention Needed
- 2 = Needs Improvement
- 3 = Satisfactory
- 4 = High Performing

Four Point Score Categories	Score Description
Overall	This score is a cumulative weighted score across all Four Points. It is not an average of the scores below.
 Economic Vitality	Economic Vitality looks at practices that restore the district's economic value by building a diverse economic base, catalyzing smart new investment, and cultivating a strong entrepreneurial ecosystem. The assessment measures 22 action items in subcategories: Market Assessments, Real Estate Development, Small Business, and Business Continuity Planning.
 Design	Design looks at practices that restore the district's physical value by creating an inviting, inclusive atmosphere, celebrating its historic and unique character, and fostering accessible, people-centered public spaces. The assessment measures 28 action items in subcategories: Complete Streets, Parking, Streetscapes, Public Green Spaces, Signage, Buildings, and Public Art.
 Promotion	Promotion looks at practices that restore the district's social value by marketing the district's defining assets, communicating unique features through storytelling, and supporting the "buy local" experience. The assessment measures 10 action items in subcategories: Market Assessment, Branding, and Events.
 Organization	Organization looks at practices that restore the district's civic value by building leadership and strong organizational capacity, ensuring broad community engagement, and forging partnerships across sectors. The assessment measures 23 action items in subcategories: Municipal Support, Board of Directors or Advisory Board/Committee, Strategic Planning & Work Plan, Administration, Funding, Financial Management,



Demonstrating Impact, Messaging and Outreach, Volunteers, and Public Safety.

Main Street Management Assessment Results

Attention Needed	Room for Improvement	Satisfactory	High-Performing
25% - 45%	46% - 64%	65% - 83%	84% - 100%

Based on the assessment results, the district falls into the **Room for Improvement** performance category of Main Street Management.

The breakdown of your score is as follows:





Assessment Analysis

General Findings

The initial overall score of 48% indicates a main street management approach with room for improvement. There are activities that need to be considered as a means to initiate a managed main street process. It is necessary to determine and agree upon a specific geographic area of focus that would be designated as the downtown or main street district. For the purposes of this report, Clinton's main street area of focus extends from East Main Street to West Main Street starting at Clinton Antiques Center and traveling down to Pearl Street at the UPS store.

This area is relatively flat and walkable. While there are some set-back properties, parking lots, and other greenspace gaps, the area from the bridge over the Indian River to Hull Street has a concentration of contiguous buildings which lend itself to a good pedestrian and shopper experience.

Strengths

The town website does a good job of listing and informing developers, investors, and prospective businesses regarding ordinances, zoning, and relevant contact information in a customer service format. Town officials strive to make incentives available as funding allows, to attract businesses to the district. There is good stewardship towards keeping sidewalks clean, safe, and maintained along with consistent landscaping and a colorful flower program. The district has active environmental resiliency initiatives in place.

District events are well communicated and enjoy support from stakeholders and the community.

Communication channels to keep stakeholders and the community informed are consistent and frequently updated.

Public safety officials demonstrate a strong commitment in supporting the town's efforts for a healthy and vibrant downtown district.

Weaknesses/Opportunities

The opportunity exists for a targeted economic effort for main street in Clinton. This would include assembling the necessary tools to market the district, establishing a game plan for business recruiting, and tracking and sharing impact data such as job creation, new businesses, public/private investment, and property transactions.

Public art installations add color, vibrancy, and are the connective elements that bring a main street together while celebrating the culture and traditions of the community. Efforts should be made to identify areas where public art could be installed and encourage artists within the community to contribute their time and talents.

A concentrated marketing effort for the district should be considered. This could include a dedicated webpage or website with main street business listings as well as coordination of district events. The key here is consistency with merchant engagement and messaging.

Strategic planning with specific tasks and measurable goals needs to occur. This can lead to the formation of a managed approach for main street with the ultimate goal of a paid professional who would be the champion for the district and a liaison between municipal officials, property owners, merchants, volunteers, and related stakeholders.

Recommendations

Based on the assessment results and observations, CMSC recommends you focus on the following activities for the next 12 months:



Action #1 – Assemble the necessary inventories for district buildings, available commercial space, business listings, resident and workforce demographics, historic buildings and landmarks, green spaces, public art, and parking. The inventories should be updated on a regular basis and documented in a format that can be filtered, searched, and easily shared electronically or published digitally.

Action #2 – Establish a “wish list” of businesses that can be recruited to locate in vacant storefronts on main street. Desired businesses should be in line with market analysis for the district.

Action #3 – Develop a vacant window display program. Window displays should be engaging and showcase the storefront availability.

Action #4 – Establish a public art program for main street in Clinton. Elements should include a listing of all potential space where public art can be installed, partnership with local art organizations, outreach to community artists, and funding or grant opportunities to help with associated costs.

Action #5 – Establish a “business disaster plan” for downtown businesses in Clinton in the event of flood, fire, cyber-attack, etc. The plan should include contact information for necessary remediation services, relocation options, communication strategies, and possible funding sources to aid with marketing and advertising.

Action #6 – Start tracking impact data. Elements such as property transactions, public/private investment, new businesses, job creation, volunteer hours, and event attendance should be tracked and promoted on a regular basis as a necessary means for district revitalization.

Action #7 - Initiate a marketing strategy for main street in Clinton. Efforts should include a dedicated website or web page with a complete business listing, use of social media, and employ additional communication strategies such as newsletters, email, and other related forms of media.

Action #8 – Start the process of adopting a more formal management program for main street in Clinton. Initial steps could include assembling a steering committee consisting of merchants, property owners, municipal officials, and other related stakeholders whose function would be to determine a strategic direction for the district, establish a preliminary budget for administration, and explore funding sources.



Fundamental Main Street Management Actions

The action items listed below are practices that serve as the bedrock for main street management. Without these items in place, you run the risk of focusing on projects, events, or initiatives that are not in alignment with each other, do not leverage your district's strengths, and/or do not address the core challenges your district faces.

Depending on your district's situation, some actions can be easier to tackle first because there is already momentum. Main street management is an ongoing process. It is important as a district to understand your priorities and work on incremental actions that will address your goals.

Each action item is scored against a detailed rubric:

- 0 = Action Item is not applicable to the district and not calculated in your score
- 1 = Attention Needed
- 2 = Room for Improvement
- 3 = Satisfactory
- 4 = High Performing

For more details and guidance on how to complete the action item, click on the hyperlink to be directed to the CMSC community platform resource pages.

Economic Vitality

Score	Action Item
Market Assessments	
1	Building Inventory: Conduct and document your district's building inventory.
1	Commercial Space Inventory: Conduct and document your district's commercial space inventory.
1	Business Inventory: Conduct and document your district's business space inventory.
	<u>Downtown Demographics:</u>
1	Resident: Research and document your district's resident demographics.
1	Workforce: Research and document your district's workforce demographics.
0	Higher Education Student Population (If Applicable): Research and document your district's higher education student population demographics.
Real Estate Development	
	<u>Historic Preservation:</u>
1	Historic Building, Landmark, & Public Spaces Inventory (If Applicable): Conduct and document your district's historic building, landmark, and public spaces inventory.
1	Housing: Understand your district's housing, zoning, and regulations. Encourage and work with municipality to improve housing in your district.
2	Property Owner Engagement: Improve engagement with your district's property owners.
Small Business	
2	Merchant Engagement: Improve engagement with your district's merchants.



Design

Score	Action Item
	Complete Streets
	Sidewalks:
3	Maintenance: Improve sidewalk maintenance.
	Parking
1	Parking Inventory: Conduct and document your district's parking inventory.
	Streetscapes
2	Graffiti: Develop resources, policies, and programs to deter and remediate graffiti.
	Landscaping
1	Green Space Inventory: Conduct and document your district's green space inventory.
3	Green Space Maintenance: Improve green space maintenance.
	Public Art
1	Inventory: Conduct and document your district's public art inventory.

Promotion

Score	Action Item
	Market Assessment
1	Attitudes and Perceptions Survey: Conduct, analyze, and document the findings of an attitudes and perception survey of your district.
	Branding
1	Positioning Statement: Develop or improve a positioning statement for your district.
2	Key Messages: Develop key messages and talking points for the different stakeholders of your district.
	Events
2	Strategy: Develop an event's strategy that aligns with your district's assets, positioning statement, strategic plan, and national/local trends.



Organization

Score	Action Item
Community Stakeholder Support	
3	Municipal Support: Build municipal support for and investment in your district's revitalization.
2	Community Support: Build community buy-in and consensus on your district's revitalization.
Board of Directors or Commission/Advisory Board/Committee	
<u>Board Representation:</u>	
3	Constituencies: Develop a board that is made up of individuals who represent different constituencies within your downtown district and the community at large.
Strategic Planning & Work Plan	
3	Mission & Vision: Update or create a written mission and vision statement with input from stakeholders.
2	Strategic Plan: Update or develop a strategic plan with stakeholder input and informed by your district's assets.
Financial Management	
1	Budget: Develop a budget that adequately supports your district's revitalization.
	Financial Administration (Applicable to Non-profits): Improve or develop financial oversight and management practices.
Funding	
1	Fund Development Strategy: Develop a fund development strategy that aligns with and supports the strategic plan.
Demonstrating Impact	
1	Tracking: Update or start tracking district revitalization and organizational impact statistics.
Volunteers	
<u>Volunteer Representation:</u>	
3	Constituencies: Develop a roster of volunteers that is made up of individuals who represent different constituencies within your downtown district and the community at large.
Public Safety	
4	Public Safety: Improve the relationship with public safety to develop a more wholistic approach to your district's safety.



Intermediate Main Street Management Actions

The action items listed below are practices focused on strategic initiatives that build off the main street fundamentals. There are always a lot of different opportunities and projects that a district could address, but the best approach is to focus on one specific area at a time to make the most impact.

Depending on your district's situation, some actions can be easier to tackle first because there is already momentum. Main Street management is an ongoing process. It is important as a district to understand your priorities and work on incremental actions that will address your goals.

Each action item is scored against a detailed rubric:

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For more details and guidance on how to complete the action item, click on the hyperlink to be directed to the CMSC community platform resource pages.

Economic Vitality

Score	Action Item
	Market Assessments
2	Business Clusters: Identify existing and/or potential business clusters and include in strategic plan to strengthen.
	Real Estate Development
	<u>Historic Preservation:</u>
2	Status of Historic Building Preservation (If Applicable): Restore identified historic buildings so they are made safe for occupancy and adaptively reused.
	Vacant Storefronts: Develop a plan for programming and filling vacant storefronts.
	Small Business
3	Small Business Resources: Provide a "one-stop-shop" for business owners where they can have easy access to community regulations, permit processes and all necessary contact information.
	Business Continuity Planning
1	Disaster Planning: Develop a disaster plan specific for downtown businesses.



Design

Score	Action Item
	Complete Streets
	<u>Sidewalks:</u>
2	Sidewalk Conditions: Conduct community outreach. Design and construct sidewalks in the district that provide maximum connectivity and are compliant with accessibility standards. Develop a plan and budget to keep them well-maintained.
	Sidewalk Furniture and Fixtures: Provide and maintain branded, carefully curated public amenities such as lighting, benches, bike racks, garbage and recycling receptacles.
2	Crosswalks: Provide and maintain quality crosswalks to make the pedestrian experience more welcoming and safer.
	Parking
1	Parking Promotion: Improve the promotion of your district's parking options.
2	Parking Signage: Install and maintain carefully located, clear, branded signage to advertise available parking in the downtown.
4	Electric Vehicle Charging Stations: Install and maintain EV Charging Stations in convenient, accessible locations throughout the downtown.
	Landscaping
3	Flower Program: Develop, fund and implement an annual beautification plan including hanging flowers, planters and merchant window boxes.
3	Trees: Develop, fund and implement an annual tree management and planting plan.
	Signage
2	Placemaking & Wayfinding Signage: Improve district and wayfinding signage.
3	Gateway Signage: Improve district gateway signage.
2	Storefront/Building Signage: Improve ordinances and guidelines for storefront and building signage.
	Buildings
2	Façades: Develop initiatives and/or programs to improve the appearance of building façades.
2	Window Displays: Develop initiatives and/or programs to improve merchant window displays.
	Public Art
1	Public Art Promotion: Improve the promotion of your district's public art.
2	Public Art Inclusion: Improve the diversity and inclusion of the artists represented in public art.
1	Public Art Maintenance: Improve public art maintenance.



Promotion

Score	Action Item
	Branding
2	Tagline: Establish or strengthen your district's tagline.
2	Visual Identity: Establish or strengthen your district's visual identity.
2	Website: Establish, update, and/or strengthen your district's website.
	Events
3	Community Support: Improve community support of district events.
2	Evaluation: Establish or improve district event evaluation process.
4	Communications: Establish or strengthen communications and promotional plan for district events.

Organization

Score	Action Item
	Board of Directors or Advisory Board/Committee
3	Board Structure: Update by-laws and/or strengthen board structure. // Establish or strengthen formality of advisory board.
	Board Representation:
2	Individual: Improve the diversity of board members.
2	Board Engagement: Improve board engagement.
	Strategic Planning & Work Plan
1	Work Plan: Establish and/or strengthen annual workplan based on strategic plan.
	Administration
1	Full-time Management: Hire a dedicated full-time "Main Street" professional with a comparable regional economic development salary.
3	Professional Development: Increase participation in Main Street or downtown management professional development activities.
	Funding
1	Diversity of Funding Streams: Increase the number of diverse funding streams.
	Demonstrating Impact
1	Promoting Impact: Improve promoting the district's impact.
	Messaging and Outreach
4	Communication Channels: Establish or increase the types of communication channels used.
3	Consistency: Establish or strengthen the consistency of using communication channels.
	Volunteers



2	Volunteer Structure and Engagement: Establish an ongoing volunteer program.
	<u>Volunteer Representation:</u>
3	Individual: Improve the diversity of volunteers
1	Volunteer Recognition: Established or strengthen volunteer recognition program(s).



Advanced Main Street Management Actions

The action items listed below are practices that further build upon your strategic initiatives to achieve a high-standard Main Street experience. These recommendations should be lowest priority unless there is a strategic alignment and dedicated resources.

As with the Intermediate Action Items, depending on your district's situation, some actions can be easier to tackle first because there is already momentum. Main Street management is an ongoing process. It is important as a district to understand your priorities and work on incremental actions that will address your goals.

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For more details and guidance on how to complete the action item, click on the hyperlink to be directed to the CMSC community platform resource pages.

Economic Vitality

Score	Action Item
	Real Estate Development
	<u>Historic Preservation:</u>
2	Preservation Ethic: Demonstrate an understanding of the benefits of historic preservation. Create relationships, policies, training opportunities and incentives that support the district's historic preservation goals.
2	Vacant Lots: Develop a plan for maintaining, programming, and reusing vacant lots.
3	Attracting Development & Business: Provide a warm welcome for developers and businesses by making it easy to access information regarding community vision, regulations, permitting, available economic incentives and demographics.
	Small Business
3	Local Incentives and Financial Support: Establish grant, incentive, and/or loan programs such as microloans, facade improvement programs or energy assistance small businesses can access year-round.
2	Small Business Ecosystem of Support: Establish a strong channel of business support including training, technical assistance, regular networking opportunities.
1	Recruiting Businesses: Create a plan for recruiting businesses that considers community input and market trends and that communicates a clear "wish list" of desired businesses.
	Business Continuity Planning
2	Succession Planning Resource: Be a resource for your businesses on succession planning so they can learn about, plan for and successfully navigate business transitions if the owner can no longer maintain the business.



Design

Score	Action Item
	Complete Streets
2	Bike Friendly Culture: Conduct community outreach. Research, develop and implement an active transportation plan that includes construction of (and signage for) safe, well-placed, and attractive bike lanes and amenities throughout the downtown.
2	Public Transit: Conduct community outreach. Research, develop and implement a public transportation plan that includes construction of (and signage for) safe, well-placed transit stops and amenities throughout the downtown.
	<u>Sidewalks:</u>
1	Pet-friendly: Establish a pet-friendly culture in the downtown.
	Streetscapes
3	Lighting: Work with public works and public safety on addressing lighting deficiencies. Encourage them to update the lighting plan accordingly.
	Landscaping
4	Environmental Resiliency Initiatives: Develop, fund, implement and maintain an environmental resiliency and low impact development plan.
1	Wi-Fi and Hotspots: Locate Wi-Fi or hotspots in public green spaces and other common gathering places.



Human Services Report

- ✚ *In collaboration with the Senior Program and the Clinton Public Library the department is putting on 5-part series Promoting Emotional Health for Seniors.*
 - Seasonal Affective Disorder (Feb)
 - The Link between Mental Health and Physical Health (April)
 - Anxiety, Nervousness or just plain Worry How to tell the difference (May)
 - Grief/Loss and Loneliness (June)
 - Dementia (July)

- ✚ *In collaboration with Clinton Public schools and Clinton library we just finished a four part One Book One Community read focusing on the book Anxious Generation which discusses the realities of kids, social media smartphones access and the loss of creative and independent play. Workshops were held once a month, school personnel, parents and interested community members attended*
 - January
 - February
 - March
 - April

- ✚ *Started a book club: Meet every other month. We work with the library to ensure copies are available. "The alchemist" is the book*

- ✚ *Awareness campaign launches on social media, community education and with the work we do with REACT*
 - February (Random Act of Kindness) We incorporated this into REACT programming, the kids had a contest who could perform the most random acts of kindness. We have tried to keep this element rooted in what we do moving forward with the goal of counteracting some of the bullying that goes on.
 - March (Women's history Month) made info and resources available
 - April (Sexual Assault, Alcohol, Stress) awareness. We posted information and resources on all three of these topics on social media. We had giveaways in town hall and the annex for stress awareness. Approximately 98 stress balls and 24 exercise programs were provided to the community
 - You practice mindfulness and stress management with REACT
 - **May (Mental Health Awareness wear green) stress balls, positive affirmations, MH awareness bracelets, pencils, suicide awareness resources, selfcare packets are all available at both town hall and the annex.**

✚ *Job Shadow Program: Collaborative project with Morgan*

- 32 juniors participated in total career interests included: nursing, radiology, physical therapy, finance, entrepreneurship, hairdressing.
- 18 participated in the Construction Day fair

✚ *Outreaching Prevention*

- Started to provide resources and support to HS students during the school day, set up in the cafeteria during lunch waves. We had 121 students participate in our last event. The topic was Vaping: What do they really know
- Met with a large group of Spanish speaking town residents (Spanish Mass Catholic Church) to begin to bridge the gap and build relationships
- Held workshops with parents on how to access SSI benefits for their children
- The department is now part a part of the School Crisis Response Team
- The department has worked with the student support services division of the school system to start collaborative team approach meeting with the goal of proactively intervening with students that the school as identified as being at risk. The first meeting is May 16, with an official launch with the new school year.

✚ *Student Intern Program to support clinical resources and provide extra manpower at no cost to the town. MSW students will be able to perform their internship hours within the department doing such things as participating in community outreaching events. Individual caseloads for clinical interventions provide support for REACT programming provide support to social services during the busy season.*

- SCSU
- UCONN
- Fairfield University
- Barry University

✚ *Staff Training and Development*

- Narcan Training
- Eldercare and Service Programs
- Pediatric Post Traumatic Stress Disorder
- Working with Youth who have experienced Trauma and Violence
- Rediscovering and Redesigning the Juvenile Review Board

✚ *ARPA Funds*

- Fuel/Heating assistance: We have contracts with Wilcox Oil, Quality Propane, \$15,000 each to provide assistance to town residents in fuel and repairs
- To address the food shortage CHS purchased \$15,900 in grocery store gift cards

- Food program partnership that we can provide dietary specific foods to people (diabetic, gluten free, etc)
- 8 contracts in place with local Mental health providers, this allows us to provide resources to the community while still having an open clinical position

Social Services by the numbers

- 75-100 cases a month approximately 40% are seniors (65+) Basic needs (food, fuel other financial assistance) are the most requested
- Approximately 95 Operations Fuel applications and Approximately 89 Energy assistance applications were submitted and processed during open enrollment
- Between the months of (September-March) We provided approximately \$ 29,844 in assistance that includes Christmas gift giving. We have helped with back rent, mortgages, back taxes, car repairs/parts, appliances washing machines, stoves, refrigerators. Grocery store gift cards, house repairs.

Up and Coming and new projects

- *Summer Programming*
 - JUNE: 2 workshops 6/23/ 6/26 stress management/selfcare, mindfulness
 - JULY: Youth to Youth Conference 7/8-7/12 Hiking 7/21-8/7 2x a week for 3 weeks
 - AUGUST: Summer partner mentoring 3 sessions 8/11, 8/12, 8/14
 - Collaboration with the libraries' After-School Explorers program and this department. Elliot students social and emotional skill development Looking to expand that in the fall
 - Support groups for Grief and Loss Anxiety/Depression (Mid-Summer start)


CLINTON
VOLUNTEER FIRE
DEPARTMENT
INC
ESTABLISHED
1911



MISSION STATEMENT

CORE VALUES

As first responders to fires, public safety, medical emergencies and disasters the Clinton Volunteer Fire Department, Inc. protects the lives and property of the Town of Clinton residents and visitors. The Department advances public safety through training in fire prevention, investigation and education programs.



The Core Values of the department are SERVICE, ETHICS, BRAVERY, SAFETY, HONOR, DEDICATION and PREPAREDNESS. By combining all of the components of our core values, the department will maintain its constant state of readiness to meet all threats and challenges, traditional and new.

DEPARTMENT OVERVIEW

- The Clinton Volunteer Fire Department (CVFD) is a highly respected organization within the Valley Shore Mutual Aid Association and the Middlesex County area, renowned for its commitment to training, education, and readiness. With nearly seventy active members and twenty support members, the department maintains a high level of service through community support, fundraising, and generous donations. This support enables the CVFD to invest in top-tier equipment, ensuring effective response to our community and beyond.



STRENGTHS



Reputation and Respect : The CVFD is well-regarded in the community and among neighboring associations, contributing to its strong standing and ability to collaborate effectively.



Commitment to Training and Education : High value is placed on training, continuing education, and readiness.



Member Diversity : The department's membership includes individuals from various professional backgrounds, including career firefighters, teachers, tradespeople, medical professionals, and engineers. This diversity brings a wide range of skills and perspectives, enhancing problem-solving capabilities.



Community and Financial Support : The CVFD benefits from strong financial backing from the town, fundraising efforts, and donations, allowing for the purchase and maintenance of advanced equipment.



High Call Volume Management : Despite responding to over two thousand calls annually, the department effectively manages resources to meet the community's needs.

CHALLENGES



Member Recruitment and Retention : As the training requirements and call volumes have increased, attracting and retaining active members has become more challenging. This is evident in the rigorous initial training of over 300 hours for new members and ongoing annual training requirements exceeding 50 hours.



Training Facility Limitations : The lack of a dedicated training facility restricts the ability to conduct varied and realistic training scenarios. Currently, the department uses existing stations, a metal container with training props, or utilizes partner agency facilities for live fire training.



Equipment Upgrades and Maintenance : Ongoing challenges include the need to upgrade and replace equipment, particularly extrication tools, to keep pace with advancements in vehicle manufacturing. Compliance with OSHA and NFPA safety standards necessitates regular equipment testing and updates.

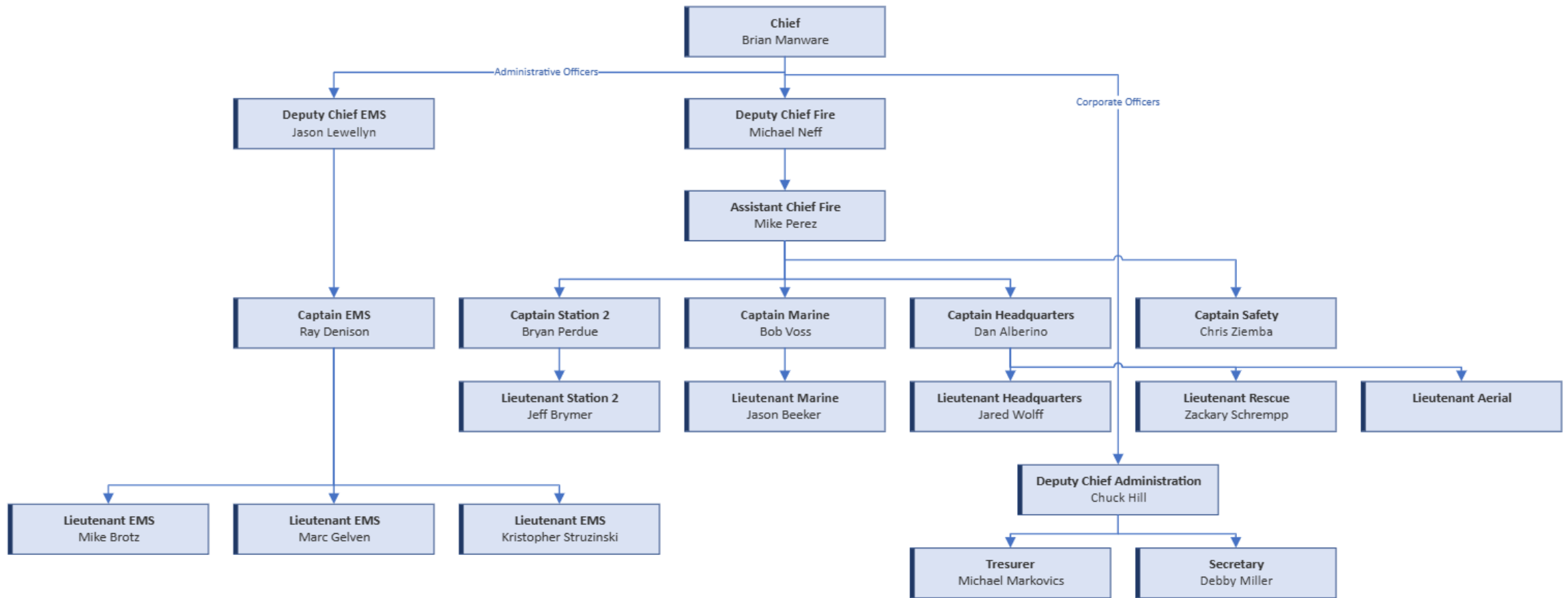


Increased Responsibilities and Equipment Needs : As the scope of emergencies the department responds to expands, so does the need for specialized equipment. This requires continued fiscal support from the town to maintain the high level of service expected by the community.



Structure

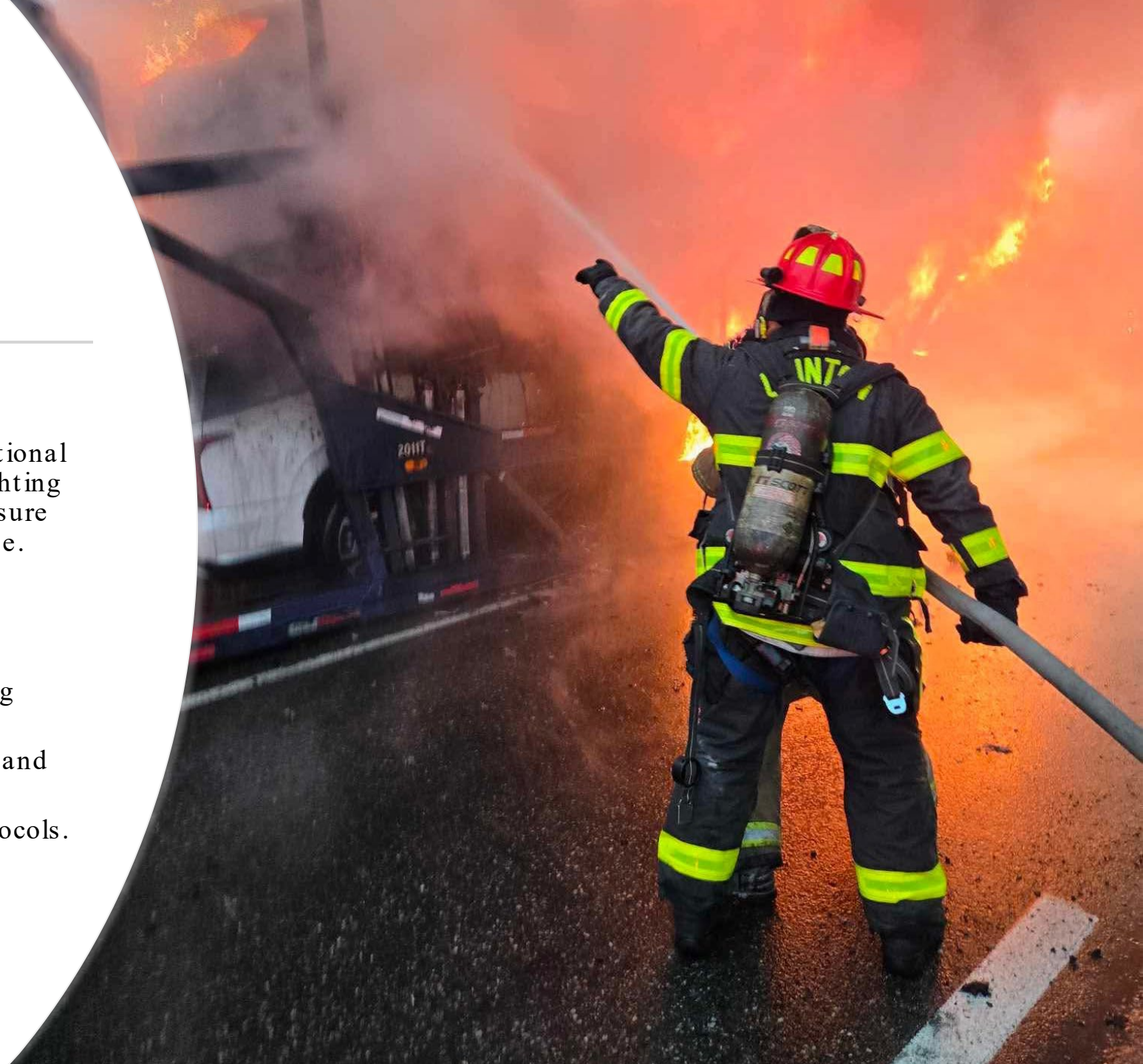
- CVFD operates with a structured rank system that ensures clear authority and efficient operations. This structure consists of three distinct layers: line officers, administrative officers, and corporate officers, all under the leadership of the Chief of Department. Here's an overview of each layer's roles and responsibilities.



ORGANIZATIONAL CHART

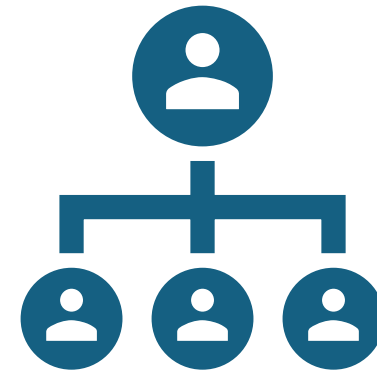
Line Officers

- Role: Line officers have direct fire ground authority and are responsible for the operational aspect of the department. They lead firefighting efforts, manage emergency scenes, and ensure the safety and effectiveness of the response.
- Responsibilities:
 - Command and control at fire and emergency scenes.
 - Supervision and training of firefighting personnel.
 - Implementation of fireground tactics and strategies.
 - Ensuring compliance with safety protocols.



Administrative Officers

- Role: Administrative officers handle the department's administrative tasks and have limited authority in fire ground operations. They focus on organizational, logistical, and support functions specifically the needs of the Emergency Medical Services division.
- Responsibilities:
 - Overseeing administrative functions such as budgeting, record-keeping, and human resources.
 - Coordinating training programs and schedules.
 - Assisting with equipment procurement and maintenance.



Corporate Officers

- Role: Corporate officers manage the corporate side of the department, focusing on governance, policy development, and strategic planning. They do not engage in fire ground operations but play a critical role in the overall direction and sustainability of the department.
- Responsibilities:
 - Governance and policy formulation.
 - Strategic planning and long-term goal setting.
 - Financial oversight, including fundraising and grant writing.
 - Ensuring compliance with legal and regulatory requirements.



Governing Documents

CERTIFICATE OF
INCORPORATION
1991

BY LAWS

NFPA,
OSHA

POLICIES,
PROCEDURES,
BEST PRACTICES

ISO

MUTUAL AID
AGREEMENTS





MEMBERSHIP

- ACTIVE MEMBERS - 85
- INTERIOR FIREFIGHTERS - 35
- EXTERIOR FIREFIGHTERS -15
- EMS MEMBERS - 10
- CROSS TRAINED EMS / FIRE - 40
- FIRE-POLICE MEMBERS - 4
- PROBATIONARY MEMBERS -12
- JUNIOR MEMBERS - 6
- SUPPORT / AUXILIARY MEMBERS -3



RECRUITMENT & RETENTION INCENTIVE PROGRAMS

TAX EXEMPTION
PROGRAM 2012

\$ 1000.00 PER YEAR
OFF EITHER
PERSONAL
PROPERTY OR CAR
TAXES

LOSAP 2016

PLAN A "DEFINED
BENEFIT" VESTED @
20 YRS ACTIVE
SERVICE, COLLECT @
AGE 65 \$ 400.00 PER
MONTH

FUTURE DISCUSSION
ON IMPROVEMENTS

PLAN B "DEFINED
CONTRIBUTION" \$
1000.00 PER YEAR
INTO 457E ACCOUNT
VESTED@ 5 YEARS



Challenges to Recruitment

- Initial Time Commitment
 - Fire Fighter One Certification 276 Hours
 - Fire Fighter Two Certification 101 Hours
 - Emergency Medical Technician (EMT) 150 Hours
 - Emergency Medical Responder (EMR) 60 Hours
- Quarterly/ Annual Training Requirements
 - OSHA Quarterly training in 10 aspects of fire ground operations.
 - Annual live fire training
 - CPR/ Bloodborne
 - Hazardous Materials



HEADQUARTERS

- 2 Engines
- 1 Aerial
- 1 Heavy Rescue
- 2 Brush Trucks
- 1 Utility Truck
- 1 UTV
- 1 Inflatable Boat
- 1 Medical Rescue
- 3 Ambulances



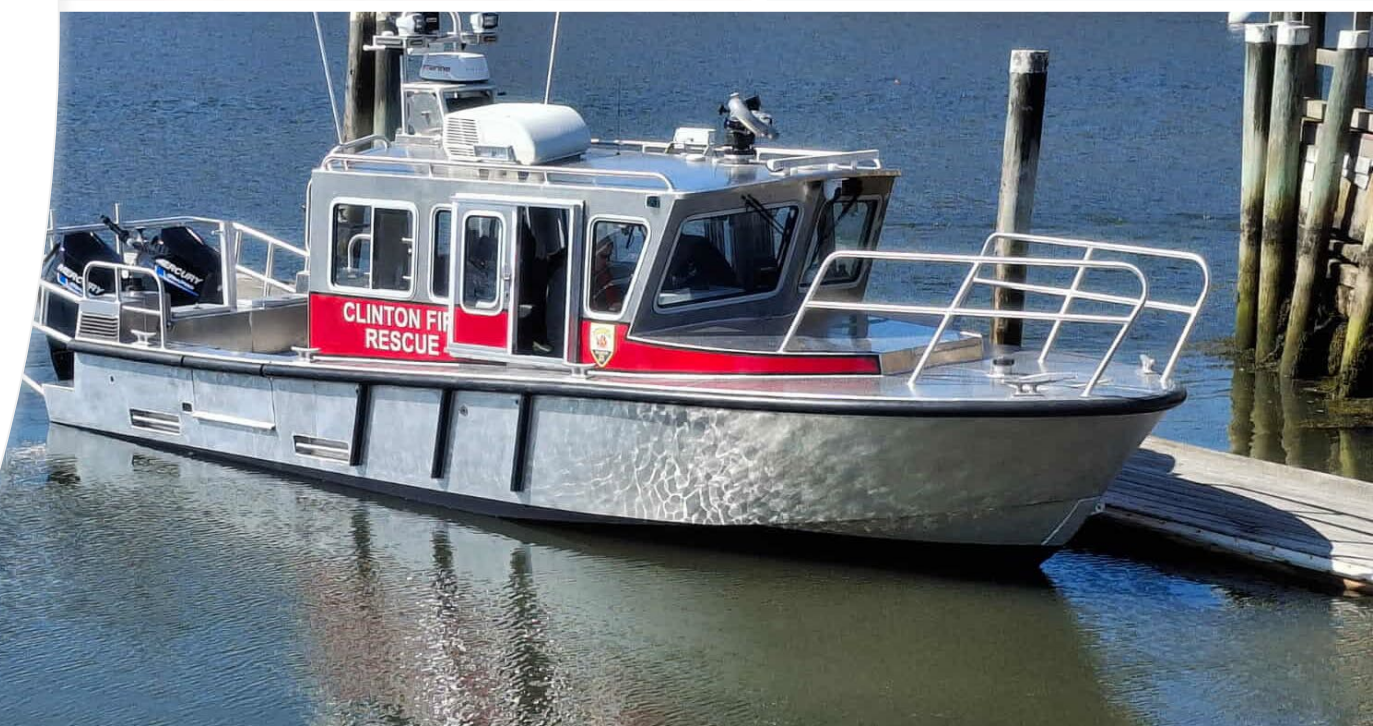


GLENWOOD STATION

- 1 Engine
- 2 Tankers

Marine Division

- Primary Response Area - Coastlines Clinton, Westbrook, Madison across to the North Shore of Long Island
- Respond Routinely to areas stretching from Guilford to Old Lyme and the CT River
- Assets
 - 32ft Lyman-Morse
 - 27ft Sea Ark
 - 17ft Skiff
 - 12ft Zodiac – Inflatable Boat

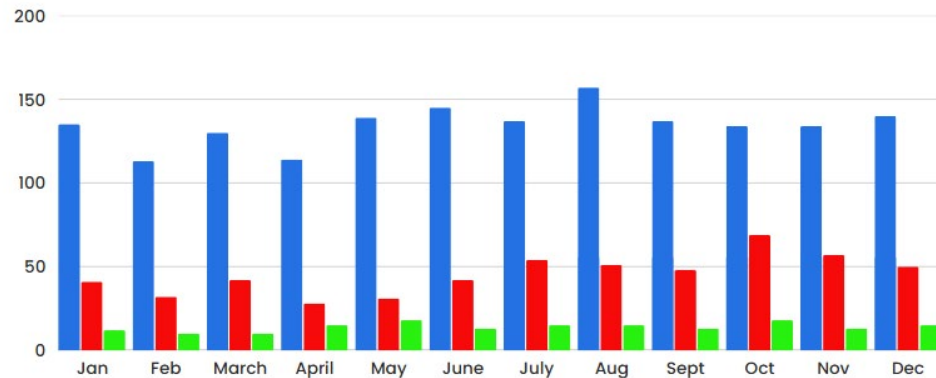


RESPONSES STATISTICS 2024

2,327 Calls for Service

As of April, we have seen a 12% increase in calls to date including, a 21% increase in fire calls for service. Additionally, we have responded 17 times for mutual aid fire calls

2327 CALLS FOR THE YEAR



69% EMS 1615

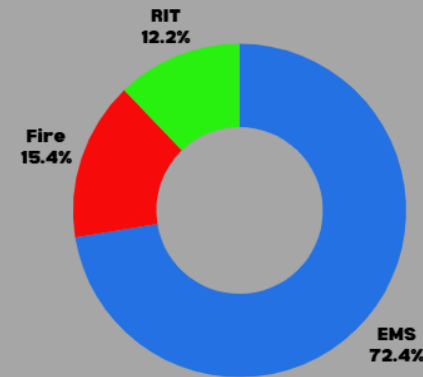
24% Fire 545

7% Rescue 167

In 2024, the Clinton Volunteer Fire Department proudly responded to a total of 2,327 calls for service. These calls encompassed a wide range of emergencies, including fire incidents, emergency medical services (EMS), marine emergencies, and rescue operations.

Mutual Aid Responses

In 2024, the Clinton Volunteer Fire Department responded to 156 mutual aid calls. This included 113 mutual aid ambulance runs, 24 mutual aid fire responses, and 19 instances where we provided Rapid Intervention Team (RIT) support for four towns.



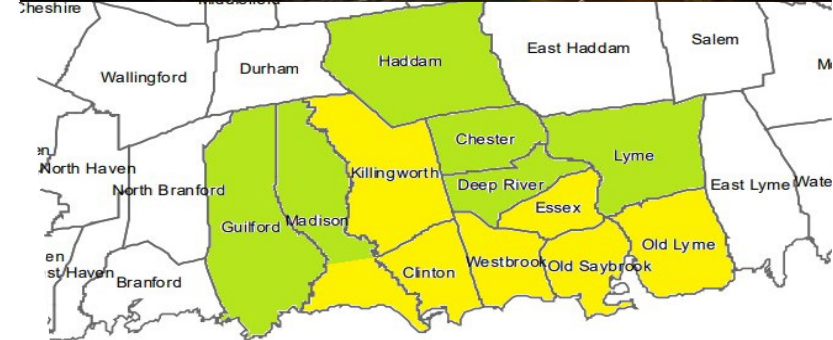
Overlapping Incidents

Throughout 2023, the Clinton Volunteer Fire Department (CVFD) began to notice an uptick in multiple incidents occurring simultaneously. In 2024, we decided to track the times when incidents overlapped. During that year, the CVFD responded to 915 incidents across 402 events. This means that during those 402 events, we were responding to two or more calls at the same time, accounting for 39% of our total calls.



VALLEY SHORE MUTUAL AID ASSOCIATION

- Response Districts
 - Yellow 1st Due
 - Green Additional Assignments
- Responded as far as:
 - Southbury - Water Rescue Equipment
 - Exeter, RI - Tanker
 - Brookfield - Tornadoes
 - Bridgeport - DEEP Foam Trailer Deployment
 - New London - DEEP Boom Trailer Deployment
 - Windham - Engine for Hazmat Incident Train Derailment





13,415 Total Hours



● CALLS 55%

These are the hours members dedicate to responding to, working at, and cleaning up after incidents in the Town of Clinton or in our mutual aid partner towns.

● TRAINING 32%

These are the hours members dedicate to training in all aspects of EMS, rescue, and fire topics, ensuring we deliver the best possible service to our fellow citizens.

● WORK DETAILS 9%

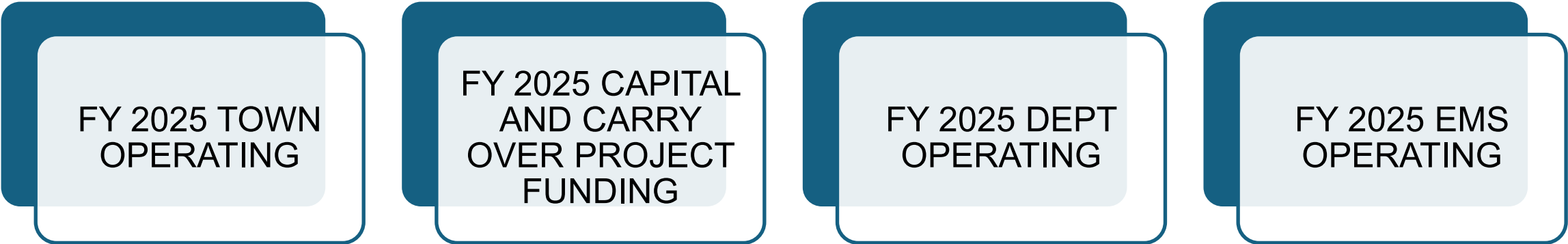
These are the hours members dedicate to cleaning the department and apparatus, as well as working on various projects.

● FUNDRAISING 4%

These are the hours dedicated to fundraising efforts to help offset operating costs.

CUMULATIVE VOLUNTEER HOURS

BUDGET BREAKDOWN



FY 2025 TOWN
OPERATING

FY 2025 CAPITAL
AND CARRY
OVER PROJECT
FUNDING

FY 2025 DEPT
OPERATING

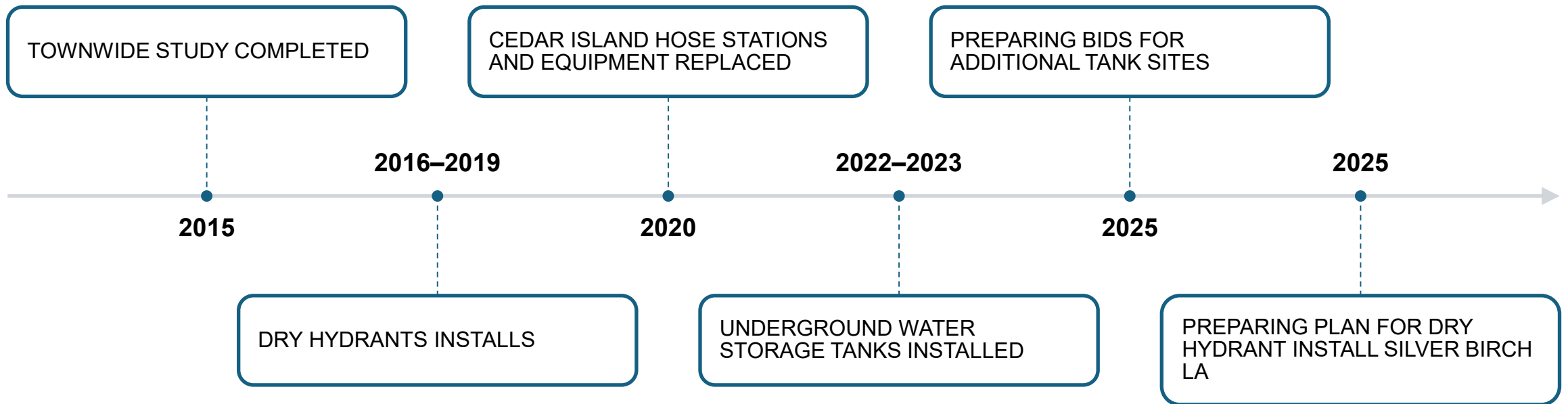
FY 2025 EMS
OPERATING


CURRENT PROJECTS

- PPE REPLACEMENT PROGRAM
- THERMAL IMAGING CAMERA TRAINING
- TOWNWIDE DEFIBRILLATOR REPLACEMENT PROGRAM
- BRUSH TRUCK REPLACEMENT ARPA
- SUPPLY HOSE REPLACEMENT ARPA
- MARINE FIRE RESCUE VESSEL
- WATER SUPPLY IMPROVEMENTS



WATER SUPPLY IMPROVEMENTS





2016-2018 DRY HYDRANT INSTALLATION LOCATIONS

- IRRC 201 KILLINGWORTH TPKE
- 250 KILLINGWORTH TPKE
- VIENNA LA
- 27 OLD NOD RD
- RUNNING PINE DR
- STONEWALL LA
- 25 NINETY ROD RD

30,000 GALLON UNDERGROUND WATER STORAGE TANK SITES

- LITTLE RED
SCHOOLHOUSE
INTERSECTION OF
COW HILL RD & AIRLINE
RD
- CREAM POT RD
REAR GATE TO
EVERGREEN SPRINGS
MOBILE HOME PARK
- HESER'S POND
PARKING LOT



COMPLETED PROJECTS



- GRANT AFG 2020 PERSONAL ESCAPE BAILOUT SYSTEM
- CAPITAL FUNDING – HARNESSSES & TRAINING PROP
- GRANT AFG 2022 PPE WASHER EXTRACTOR & DRYING CABINET BARRIER PROTECTIVE HOODS
- PPE REPLACEMENT PROGRAM
- THERMAL IMAGING CAMERA REPLACEMENT
- TANKER 962

FUTURE PROJECTS

- ISO RATING SURVEY UPDATE
- APPARATUS REPLACEMENT PROGRAM
- ATTACK HOSE REPLACEMENT
- MEDICAL RESCUE REPLACEMENT
- PPE REPLACEMENT PROGRAM
- RESCUE TOOL REPLACEMENT
- FIRE HEADQUARTERS REPLACEMENT



QUESTIONS ???