



**MINUTES
TOWN COUNCIL
REGULAR MEETING
December 1, 2025
7:00 PM - Town Hall - Council Chambers
<https://youtube.com/live/K6YShdcpYQU>**

1. PRAYER - Gina Cekala

Mayor Cekala read a message in honor of the season.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

3. ROLL CALL

Present: Linda Allegro, Gina Cekala, Robert Cressotti, Carol Hall, Cynthia Mangini, Maya Matthews, Marie Pyznar, John Santanella, Aaron Thomas, Lori Unghire, Zach Zannoni

Absent: None

Also present were Town Manager, Matthew Coppler; Assistant Town Manager, Steve Bielenda; Interim Town Attorney, Tom Tyler; Assistant Town Attorney, Mark Cerrato; and Town Clerk, Sheila Bailey.

4. FIRE EVACUATION ANNOUNCEMENT

The fire evacuation was announced.

5. MINUTES OF PRECEDING MEETINGS

- Special Meeting - October 20, 2025 (Tabled 11/17/25)

MOTION #7339 by: Cynthia Mangini seconded: John Santanella to accept the minutes. Upon a **SHOW OF HANDS** vote, the Chair declared the **MOTION** adopted. Yes: Linda Allegro, Gina Cekala, Robert Cressotti, Cynthia Mangini, Maya Matthews, Marie Pyznar, John Santanella, Aaron Thomas, Lori Unghire, Zach Zannoni No: None Abstain: Carol Hall.

- Organizational Meeting - November 10, 2025

MOTION #7340 by: John Santanella seconded: Marie Pyznar to accept the minutes. Upon a **SHOW OF HANDS** vote, the Chair declared the **MOTION** adopted. Yes: Linda Allegro, Gina Cekala, Robert Cressotti, Carol Hall, Cynthia Mangini, Maya Matthews, Marie Pyznar, John Santanella, Aaron Thomas, Lori Unghire, Zach Zannoni No: None Abstain: None.

- Special Meeting - November 17, 2025

MOTION #7341 by: Cynthia Mangini seconded: Robert Cressotti to accept the minutes. Upon a **SHOW OF HANDS** vote, the Chair declared the **MOTION** adopted. Yes: Linda Allegro, Gina Cekala, Robert Cressotti, Carol Hall, Cynthia Mangini, Maya Matthews, Marie Pyznar, John Santanella, Aaron Thomas, Lori Unghire, Zach Zannoni No: None Abstain: None.

- Regular Meeting - November 17, 2025

MOTION #7342 by: Bob Cressotti seconded: John Santanella to accept the minutes. Upon a **SHOW OF HANDS** vote, the Chair declared the **MOTION** adopted. Yes: Linda Allegro, Gina Cekala, Robert Cressotti, Carol Hall, Cynthia Mangini, Maya Matthews, Marie Pyznar, John Santanella, Aaron Thomas, Lori Unghire, Zach Zannoni No: None Abstain: None.

6. SPECIAL GUESTS

None.

7. PUBLIC COMMUNICATION AND PETITIONS

Pamela Townsend, 54 Kimberly Drive

Ms. Townsend said the mission of Wreaths Across America is to remember and honor our fallen soldiers, as well as current and past serving members. The ceremony will take place at 12:00pm on December 13th at St. Patrick's Cemetery. More information may be found on their Facebook Page, "Enfield CT- Wreaths Across America." Volunteers are needed to open the wreath boxes starting at 7am and to clean the cemetery afterward. She thanked Our Lady of Mt. Carmel Society for sponsoring a delicious pasta dinner fundraiser and thanked everyone who attended. 100% of the ticket sales were donated to Wreaths Across America, which allowed for fifty veterans to be remembered with a wreath on December 13th.

George Young, 8 Holly Lane

Mr. Young thanked the new Council for putting the Senior Volunteer Tax Credit discussion back on the agenda. However, he believed the appropriation should be \$80,000 instead of \$100,000 due to past applications. Since the program's discontinuation, many residents have stopped seeking the 75 volunteer hours needed to apply. 2025 volunteer hours would be applied to the FY2027 program. He also believed that the committee's active date expired on June 30, 2025, and new appointments need to be made.

Mr. Young stated that over the years numerous Councils and Town Managers have heard residents' concerns surrounding excessive speed. He failed to recall anything being done to address those concerns on streets like Abbe Road. There have been tickets issued, patrols, and flashing speed signs but nothing more. Mr. Young described a solution he saw in another town on a two-lane road with a double yellow line. A bright yellow diamond-shaped sign said, "Speed Table", with eight oblong lines varying in size until you reached

the table. It was about 18ft long and crossed both lanes. He had pictures he could present if the Council or Town Manager was interested. He believed it was an effective alternative to traditional speed bumps.

8. COUNCILOR COMMUNICATIONS AND PETITIONS

Councilor Mangini stated that on Wednesday, December 3rd at 5:30pm at the Annex there will be a presentation and opportunity for residents to speak about the potential plans for the property. Ms. Mangini said that the Chamber of Commerce would hold their yearly meeting on Thursday the 4th. The Daughters of the American Revolution (DAR) will present their annual Teacher of the Year — American History Award. The Enfield Chapter will honor Ms. Karpiej Szczepanski, who teaches at Enfield High School. She will then be considered for the state level and, if she wins, she will continue on to the Nationals. Ms. Mangini thanked Ms. Townsend for her work with Wreaths Across America every year. Safe Harbor and Bandit's Place will hold a fundraiser from 5-9pm on December 13th to raise money to offset the costs for Enfield People to People.

Councilor Matthews reminded residents that December 2nd was "Giving Tuesday." Enfield has numerous non-profits and volunteer organizations for residents to take part in. She encouraged residents who couldn't donate monetarily to volunteer their time or send a kind word to Enfield's Social Services employees.

Councilor Unghire announced that this Sunday, December 7th, starting at 6pm will be Enfield's Torchlight Parade. She addressed Mr. Young and said that she was familiar with the speed tables and agreed that it does reduce the speed and would certainly be an option.

Councilor Pyznar thanked Lori Gates for her work with Cookies for Camouflage. Residents who are unable to bake cookies are encouraged to send money for postage, since the cookie packages get sent overseas. She asked Ms. Townsend to let her know when Wreaths Across America has their buy one, get one offer on wreaths. It allows her to purchase wreaths for her own family members and friends, and she loves that the free ones get donated to veterans who may not have normally received one.

Councilor Cressotti said that on December 13th at Enfield High School, there will be a pancake breakfast with Santa Claus. This coming Saturday and Sunday, the Annex will host the Holiday Market from 10am to 2pm. On December 4th, Social Services, along with Enfield Connect, will host a Winter Traditions Celebration where residents can learn about the holiday traditions of their Enfield neighbors. Mr. Cressotti said he would support the Senior Volunteer Tax Credit and would like to see the committee reinstated. He asked for an update on the Powder Hollow dugout installation. He would also like an ADA compliance

assessment completed to ensure all individuals can easily access the fields and grounds across town.

Councilor Hall stated that the police have been quite active on Abbe Road trying to mitigate speeding and traffic concerns. They have issued tickets and citations, and she felt they are being proactive.

Mayor Cekala said that the rain date for the Torchlight Parade is December 14th but encouraged residents to join them this Sunday at 6pm. She asked if the Kid Mayor could be invited to march with them. Jingle Jam is Friday the 5th at the American Legion starting at 5pm. There will be a large raffle and auction starting at 6pm. A few tickets are still available and can be purchased through Facebook or by reaching out to her directly.

Ms. Cekala read an email from Lori Gates, who said she was happy to see Enfield being chosen again as a stop for the Walmart truck for Wreaths Across America. They will stop in Enfield after starting their journey in Maine and continue on to Arlington National Cemetery. Weather permitting, it will be Enfield's 9th time hosting. You can expect the trucks to stop on Wednesday, December 10th in the morning. Their route will soon be posted on social media, and a short presentation on the Town Green will follow. This year's convoy will consist of five trucks: one headed to Long Island National Cemetery, three for Arlington National Cemetery, and one headed to the 9/11 crash site in Pennsylvania. She encouraged residents to line the streets on the route and wave to the trucks as they pass.

Councilor Mangini clarified that the DAR would be presenting multiple awards, including Veteran of the Year to Jim Maloney.

9. TOWN MANAGER REPORT AND COMMUNICATIONS

Town Manager Coppler said a parking ban has been issued due to the impending snow beginning at 6am Tuesday and continuing through 6am on Wednesday.

Mr. Coppler informed residents that the Annex public input session would be more interactive than just listening to a presentation. He looked forward to residents providing input and suggestions for the future of the space. If the RFP does not come to fruition, then they need alternate plans and ideas for the Annex. Mr. Coppler also stated that the Nathan Hale School closing will take place on December 4th. The purchase and sale agreement will be signed, and the town will transfer ownership to the new owner. The hope is to turn the space into new housing for the town.

Mr. Coppler also announced that they needed to schedule an orientation meeting, and his suggestion was for a Saturday. There would be a lot of training involved, including

technology and the software the town uses. Department heads would provide presentations, and he would set up meetings for goal setting. He would be sending out information, and highly suggested Council members reply with their preference for time and date.

10. TOWN ATTORNEY REPORT

None.

11. REPORT OF SPECIAL COMMITTEES OF THE COUNCIL

None.

12. UNFINISHED BUSINESS

None

13. NEW BUSINESS

A. Consent Agenda

MOTION #7343 by: Cynthia Mangini, seconded: Robert Cressotti to approve the Consent Agenda. Upon a **SHOW OF HANDS** vote, the Chair declared **MOTION #7343** adopted. Yes: Linda Allegro, Gina Cekala, Robert Cressotti, Carol Hall, Cynthia Mangini, Maya Matthews, Marie Pyznar, John Santanella, Aaron Thomas, Lori Unghire, Zach Zannoni No: None Abstain: None. ***The text of the full resolutions are stated below.***

1. Resolution Regarding Town Council Regular Meetings

Be It Resolved, the Enfield Town Council does hereby approve the dates for the 2026 Town Council Regular Meetings. ***The complete list of regular meetings is appended to these minutes.***

2. Resolution Authorizing the Mayor to Send a Letter of Support for the HGRE LLC Application for Funding From Connecticut Municipal Redevelopment Authority

WHEREAS, HGRE LLC seeks support for its application to the Connecticut Municipal Redevelopment Authority for the development of a 156-unit multifamily community at 33 North River Street in Thompsonville; and

WHEREAS, this transit-oriented project will transform a former industrial brownfield into a waterfront neighborhood adjacent to the new Enfield rail station, promoting housing growth, environmental remediation, and public amenities; and

WHEREAS, the Town of Enfield recognizes the project's potential to spur economic vitality, strengthen Thompsonville as a vibrant mixed-use center, and restore public access to the Connecticut River;

NOW, THEREFORE, BE IT RESOLVED, that the Enfield Town Council authorizes Mayor

Gina Cekala to sign a letter of support for HGRE LLC's application to the Connecticut Municipal Redevelopment Authority.

B. Appointment(s)–Town Council Appointed

1. **America250 Coordinating Committee** - A Vacancy Exists for a Member. Recommendation is Brandon Jewell (D) Until 6/30/2027.

NOMINATION #7344 by: Robert Cressotti **MOTION** by: John Santanella, seconded: Robert Cressotti to close nominations. Upon a **SHOW OF HANDS** vote, the Chair declared the **MOTION** adopted. Yes: Linda Allegro, Gina Cekala, Robert Cressotti, Carol Hall, Cynthia Mangini, Maya Matthews, Marie Pyznar, John Santanella, Aaron Thomas, Lori Unghire, Zach Zannoni No: None Abstain: None.

By a **SHOW OF HANDS** vote, the Chair declared **NOMINATION #7344** adopted. Yes: Linda Allegro, Gina Cekala, Robert Cressotti, Carol Hall, Cynthia Mangini, Maya Matthews, Marie Pyznar, John Santanella, Aaron Thomas, Lori Unghire, Zach Zannoni No: None Abstain: None. The Chair declared the appointment made.

2. **Fair Rent Commission** - There is a Vacancy for a Tenant. Recommendation is Justukas Elemen (D) Until 6/30/26.

NOMINATION #7345 by: Cynthia Mangini **MOTION** by: John Santanella, seconded: Robert Cressotti to close nominations. Upon a **SHOW OF HANDS** vote, the Chair declared the **MOTION** adopted. Yes: Linda Allegro, Gina Cekala, Robert Cressotti, Carol Hall, Cynthia Mangini, Maya Matthews, Marie Pyznar, John Santanella, Aaron Thomas, Lori Unghire, Zach Zannoni No: None Abstain: None.

By a **SHOW OF HANDS** vote, the Chair declared **NOMINATION #7345** adopted. Yes: Linda Allegro, Gina Cekala, Robert Cressotti, Carol Hall, Cynthia Mangini, Maya Matthews, Marie Pyznar, John Santanella, Aaron Thomas, Lori Unghire, Zach Zannoni No: None Abstain: None. The Chair declared the appointment made.

3. **Housing Authority** - The Term of Office of Mark Zarcaro (D) Expires 11/30/2025. Reappointment Would be Until 11/30/2030.

NOMINATION #7346 by: John Santanella **MOTION** by: John Santanella, seconded: Robert Cressotti to close nominations. Upon a **SHOW OF HANDS** vote, the Chair declared the **MOTION** adopted. Yes: Linda Allegro, Gina Cekala, Robert Cressotti, Carol Hall, Cynthia Mangini, Maya Matthews, Marie Pyznar, John Santanella, Aaron Thomas, Lori Unghire, Zach Zannoni No: None Abstain: None.

By a **SHOW OF HANDS** vote, the Chair declared **NOMINATION #7346** adopted. Yes: Linda Allegro, Gina Cekala, Robert Cressotti, Carol Hall, Cynthia Mangini, Maya Matthews,

Marie Pyznar, John Santanella, Aaron Thomas, Lori Unghire, Zach Zannoni No: None
Abstain: None. The Chair declared the appointment made.

4. Inland Wetlands and Watercourses Agency - A Vacancy Exists for An Alternate Member. Recommendation is Christopher Latocki (D) Until 6/30/2027.

NOMINATION #7347 by: Robert Cressotti **MOTION** by: John Santanella, seconded: Robert Cressotti to close nominations. Upon a **SHOW OF HANDS** vote, the Chair declared the **MOTION** adopted. Yes: Linda Allegro, Gina Cekala, Robert Cressotti, Carol Hall, Cynthia Mangini, Maya Matthews, Marie Pyznar, John Santanella, Aaron Thomas, Lori Unghire, Zach Zannoni No: None Abstain: None.

By a **SHOW OF HANDS** vote, the Chair declared **NOMINATION #7347** adopted. Yes: Linda Allegro, Gina Cekala, Robert Cressotti, Carol Hall, Cynthia Mangini, Maya Matthews, Marie Pyznar, John Santanella, Aaron Thomas, Lori Unghire, Zach Zannoni No: None Abstain: None. The Chair declared the appointment made.

5. Patriot Award Committee - A Vacancy Exists for a Member. Recommendation is Brandon Jewell (D) until 7/31/2027.

NOMINATION #7348 by: Cynthia Mangini **MOTION** by: John Santanella, seconded: Robert Cressotti to close nominations. Upon a **SHOW OF HANDS** vote, the Chair declared the **MOTION** adopted. Yes: Linda Allegro, Gina Cekala, Robert Cressotti, Carol Hall, Cynthia Mangini, Maya Matthews, Marie Pyznar, John Santanella, Aaron Thomas, Lori Unghire, Zach Zannoni No: None Abstain: None.

By a **SHOW OF HANDS** vote, the Chair declared **NOMINATION #7348** adopted. Yes: Linda Allegro, Gina Cekala, Robert Cressotti, Carol Hall, Cynthia Mangini, Maya Matthews, Marie Pyznar, John Santanella, Aaron Thomas, Lori Unghire, Zach Zannoni No: None Abstain: None. The Chair declared the appointment made.

6. Patriot Award Committee - The Term of Office of Kelsey McGuire-Bruce (D) Expired 7/31/2025. Reappointment Would be Until 7/31/2027.

NOMINATION #7349 by: John Santanella **MOTION** by: John Santanella, seconded: Marie Pyznar to close nominations. Upon a **SHOW OF HANDS** vote, the Chair declared the **MOTION** adopted. Yes: Linda Allegro, Gina Cekala, Robert Cressotti, Carol Hall, Cynthia Mangini, Maya Matthews, Marie Pyznar, John Santanella, Aaron Thomas, Lori Unghire, Zach Zannoni No: None Abstain: None.

By a **SHOW OF HANDS** vote, the Chair declared **NOMINATION #7349** adopted. Yes: Linda Allegro, Gina Cekala, Robert Cressotti, Carol Hall, Cynthia Mangini, Maya Matthews, Marie Pyznar, John Santanella, Aaron Thomas, Lori Unghire, Zach Zannoni No: None Abstain: None. The Chair declared the appointment made.

7. Planning and Zoning Commission - The Term of Office of Kenneth Hilinski (D)

Expires 12/31/2025. Reappointment Would be Until 12/31/2029.

NOMINATION #7350 by: Cynthia Mangini **MOTION** by: John Santanella, seconded: Robert Cressotti to close nominations. Upon a **SHOW OF HANDS** vote, the Chair declared the **MOTION** adopted. Yes: Linda Allegro, Gina Cekala, Robert Cressotti, Carol Hall, Cynthia Mangini, Maya Matthews, Marie Pyznar, John Santanella, Aaron Thomas, Lori Unghire, Zach Zannoni No: None Abstain: None.

By a **SHOW OF HANDS** vote, the Chair declared **NOMINATION #7350** adopted. Yes: Linda Allegro, Gina Cekala, Robert Cressotti, Carol Hall, Cynthia Mangini, Maya Matthews, Marie Pyznar, John Santanella, Aaron Thomas, Lori Unghire, Zach Zannoni No: None Abstain: None. The Chair declared the appointment made.

8. Planning & Zoning Commission - The Term of Office of Vincent Grillo (R)

Expires 12/31/2025. Recommendation is Chris D'Antonio (D) Until 12/31/2029.

NOMINATION #7351 by: John Santanella **MOTION** by: John Santanella, seconded: Cynthia Mangini to close nominations. Upon a **SHOW OF HANDS** vote, the Chair declared the **MOTION** adopted. Yes: Linda Allegro, Gina Cekala, Robert Cressotti, Carol Hall, Cynthia Mangini, Maya Matthews, Marie Pyznar, John Santanella, Aaron Thomas, Lori Unghire, Zach Zannoni No: None Abstain: None.

By a **SHOW OF HANDS** vote, the Chair declared **NOMINATION #7351** adopted. Yes: Linda Allegro, Gina Cekala, Robert Cressotti, Carol Hall, Cynthia Mangini, Maya Matthews, Marie Pyznar, John Santanella, Aaron Thomas, Lori Unghire, Zach Zannoni No: None Abstain: None. The Chair declared the appointment made.

C. Facade Program Guidelines & Application Review

RESOLUTION #7352 by: Robert Cressotti, seconded: John Santanella.

BE IT RESOLVED, the Enfield Town Council hereby adopts the guidelines and application, as amended, for a Facade & Building Improvement Forgivable Loan program.

Economic and Community Development Director Aaron Marcavitch explained that TIF funds had already been appropriated for this program. The resolution is to give the Council an opportunity to approve the guidelines governing the disbursement of these funds.

The goal of the program is to improve the outside appearance of the buildings. He explained that it is a forgivable 0% interest loan, meaning it reduces itself by 20% over the course of five years. If the owner of the building were to sell before the five-year mark, then they would still owe 20% for each year outstanding. The money would then get returned to the kitty to

be used for other projects. The money for the facade program can only be used for improvement within the TIF district: Thompsonville and the area surrounding the mall. The applications for the program will be received by the Economic and Community Development office, who will ensure they are correct and properly completed. They would then forward them to a review committee which has yet to be determined and would be at the discretion of the Council.

Mr. Santanella said that it was originally decided that the funds would be used in Thompsonville, and he felt that it should be the focus for improvement. He also strongly believed that the review should be with the TIF Committee because the committee is composed of representatives from Economic Development, Planning and Zoning, and Conservation Commission. Councilor Pyznar was in agreement. She also would like to see the money stay in Thompsonville. She questioned the demographics question on the last page, and it was explained that it is used internally to determine statistics for grants. She wanted to ensure that it wouldn't stop people from applying for the programs.

Councilor Cressotti was indifferent as to which committee should take on the facade program. He asked if the TIF district was between the areas of Thompson Village across and over Elm Street and then to High Street. He felt many businesses would benefit from a facelift. Even businesses in North Thompsonville headed towards Massachusetts could use an update, and he hoped they would fall under the TIF district. Mr. Marcavitch explained that North Thompsonville has been a topic of conversation for a while in the TIF Committee, and they are looking into starting a TIF district for that area. It is currently not included in the TIF district. In order to establish an additional district, it will require the inclusion of Economic Development.

Councilor Zannoni questioned whether the correct historic period windows would be a requirement of the program, since one of the focuses is on sustainability. It was explained that since the areas are not in a historic district, they would not be subject to those types of requirements. In these cases, they would focus on best practices over specifics. Mr. Zannoni asked if the public had an opportunity to speak during TIF Committee meetings, because he believed it was important to have public feedback on these types of projects. The TIF Committee schedule is made public and can be attended by the public, but there was generally no public comment period. Mr. Coppler reminded them that ultimately, it would appear before the Council for approval, giving the public the opportunity to discuss their concerns. Mr. Marcavitch said the goal is to make sure lasting features are installed, to prevent temporary fixes.

Councilor Hall appreciated that other areas of town were going to be considered for TIF in

the future.

AMENDMENT #1 by: John Santanella, seconded: Marie Pyznar to amend the Resolution to read: ***BE IT FURTHER RESOLVED, all applications for funding under this program shall be referred to the TIF Committee for consideration.*** Upon a **SHOW OF HANDS** vote, the Chair declared **AMENDMENT #1** adopted. Yes: Linda Allegro, Gina Cekala, Robert Cressotti, Carol Hall, Cynthia Mangini, Maya Matthews, Marie Pyznar, John Santanella, Aaron Thomas, Lori Unghire, Zach Zannoni No: None Abstain: None.

Upon a **ROLL CALL** vote, the Chair declared **RESOLUTION #7352** adopted as *amended*. Yes: Linda Allegro, Gina Cekala, Robert Cressotti, Carol Hall, Cynthia Mangini, Maya Matthews, Marie Pyznar, John Santanella, Aaron Thomas, Lori Unghire, Zach Zannoni No: None Abstain: None.

D. Resolution Regarding Supplemental Funding for 98 Prospect Street Redevelopment Project

RESOLUTION #7353 by: Robert Cressotti, seconded: Cynthia Mangini.

BE IT RESOLVED, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the following transfer is hereby made:

FROM: Grant Funded Projects - Revenue

Economic & Community Development Grant	31104000-460013	\$175,000.00
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TO: Brownfield - 98 Prospect St

Other Professional Services	31108881-533900	\$43,000.00
Construction	31108881-545000	\$132,000.00

I hereby certify that the above-stated funds are available as of November 24, 2025, by John A. Wilcox, Director of Finance.

Director of Community Development Aaron Marcavitch said that 98 Prospect Street was a property obtained by the town through the blight process around 2017 and remediated through brownfield program funding. It has since been sold to Kelly Fradet Lumber Inc. They were seeking additional funding to complete the capping process. Since the original funding was through the town, the town would be responsible for taking it to bid. They are able to award up to 50% of the original award in supplemental funding. The original amount was \$550,000 and up to 50% of that could be supplemental funding to pay for brownfield

remediation. The state has already awarded the funds, but the Council needs to approve it in order to go out to bid. The town also needed to obtain an access agreement so they could access the property as needed to complete the work. The money would also be used for the final environmental reviews.

Upon a **ROLL CALL** vote, the Chair declared **RESOLUTION #7353** adopted. Yes: Linda Allegro, Gina Cekala, Robert Cressotti, Carol Hall, Cynthia Mangini, Maya Matthews, Marie Pyznar, John Santanella, Aaron Thomas, Lori Unghire, Zach Zannoni No: None Abstain: None.

E. Resolution Increasing the ROV Election Workers Pay Rate Per Hour

RESOLUTION #7354 by: Cynthia Mangini, seconded: Maya Matthews.

BE IT RESOLVED, that in accordance with Chapter V, Section 14 of the Town Charter, the rates of pay for the following election workers will be increased to the following:

Checkers, Ballot Clerks, Tabulator Tenders and Demonstrators

\$17.50 per hour effective January 1, 2026

BE IT FURTHER RESOLVED, that in accordance with Chapter V, section 14 of the Town Charter, the rates of pay for the following election workers will be increased to the following:

Head Moderator	\$24.00 per hour effective January 1, 2026
Moderators	\$21.00 per hour effective January 1, 2026
Assistant Registrars/Moderators	\$19.00 per hour effective January 1, 2026

Mr. Coppler explained that during the current year's budget process, raises for those positions were approved, but they didn't have Council authorization to enact them. This resolution is to authorize the town to enact them.

Republican Registrar of Voters Thomas Kienzler said that they try to stay ahead of the workers' needs and ensure that their rates match or exceed the minimum wage requirements. They also want to ensure they retain the workers they have. Democratic Registrar of Voters Beth Jerez said that they would like to stay ahead of minimum wage requirements because in January the minimum wage will increase again. The increase is included in their budget, and it was important to them that their poll workers feel appreciated.

Upon a **ROLL CALL** vote, the Chair declared **RESOLUTION #7354** adopted. Yes: Linda Allegro, Gina Cekala, Robert Cressotti, Carol Hall, Cynthia Mangini, Maya Matthews, Marie Pyznar, John Santanella, Aaron Thomas, Lori Unghire, Zach Zannoni No: None Abstain: None.

F. Resolution to Abate Property Taxes - 723 Enfield Street

RESOLUTION #7355 by: Robert Cressotti, seconded: Cynthia Mangini.

BE IT RESOLVED, that the Enfield Town Council hereby abates the real estate tax, interest, and fees due on 723 Enfield Street for grand list year 2022 to \$9,993.39 and reduces the real estate tax, interest, and fees for the 2023 grand list to \$0.

Mayor Cekala said that this was unanimously decided by the prior General Government and Finance Sub Committee. She explained that the owners were persuaded to buy the property under an LLC on the advice of their counsel. The property included a church and a separate building. It was purchased during COVID-19 under the LLC because their bank would not finance it as a church. It subsequently created issues with the taxes, and they worked alongside the Assessor's office. They also attended two General Government and Finance meetings. The resolution being presented was on the recommendation of the previous subcommittee members.

Director of Finance John Wilcox said that CGS lays out the requirements for tax-exempt status. He explained that not every not-for-profit meets those requirements. The property was sold to them under an LLC, which is not an acceptable tax-exempt type. Since purchasing the property, they have switched to the correct status. The committee recommended and voted to waive 50% of the taxes for the first year and to fully waive the second year.

Councilor Pyznar believed that originally the property was going to be used as a recreation center. She wanted to make sure that they were going to be using the building as a church and not as a profitable space. Mr. Wilcox said that if they were to change their use or designation to for-profit, then the Assessor's office would need to re-evaluate the property, and they would be taxed accordingly.

Upon a **ROLL CALL** vote, the Chair declared **RESOLUTION #7355** adopted. Yes: Linda Allegro, Gina Cekala, Robert Cressotti, Carol Hall, Cynthia Mangini, Maya Matthews, Marie Pyznar, John Santanella, Aaron Thomas, Lori Unghire, Zach Zannoni No: None Abstain: None.

G. Resolution Authorizing the Senior Volunteer Tax Program for Fiscal Year 2027

RESOLUTION #7356 by: John Santanella, seconded: Zach Zannoni.

BE IT RESOLVED, that the Enfield Town Council hereby re-establishes the Senior Volunteer Tax Credit Program, which provides eligible senior citizens with a property tax credit of up to \$400 for taxes due on July 1, 2026, in accordance with the parameters of the program.

BE IT FURTHER RESOLVED, that the program shall be implemented based on the recommendations of the Senior Volunteer Tax Committee as outlined in Attachment A.

BE IT FURTHER RESOLVED, that the total program cost shall be capped at \$100,000. In the event that the total cost exceeds this cap, the individual tax credit amount shall be reduced on a pro rata basis so that the overall program cost does not exceed \$100,000.

BE IT FURTHER RESOLVED, that volunteer hours performed as part of service on any elected or appointed offices, boards, or commissions of the Town of Enfield and the Board of Education shall not qualify for this tax credit.

Councilor Cressotti stated that the committee met and changed some of the parameters of the program. You must be:

- 65 or older by December 31
- Must own or occupy their home as a principal residence for at least five years with no unpaid taxes or municipal liens
- Property held in trusts or life estates must be reviewed by the town attorney
- Volunteer hours changed from fifty to seventy-five hours
- Once credit per household, spouses may contribute to the seventy-five hours
- The volunteer coordinator must verify the hours worked
- The Senior Center staff oversees the program
- The program is capped at \$100,000

Mr. Cressotti is happy to support the reinstatement of this program.

Mayor Cekala clarified that the seventy-five hours would need to be served in the calendar year 2025 and the credit applied to the tax bill dated July 1, 2026, for fiscal year 2027. The Council will be back within the next six months to renew the program for the following year, and any additional amendments to the program may be made at that time.

Councilor Zannoni stated that he is happy this program is returning as the tax laws in Connecticut make it incredibly hard for seniors to age in place. Mr. Zannoni asked if the program came in under budget; could the appropriation be reduced. Mr. Wilcox confirmed that it could.

Councilor Pyznar stated that after the first year this program was enacted, she had concerns about the types of volunteerism that qualified for this tax credit, such as passing the basket at church, or membership in a social club. Ms. Pyznar stated that Enfield has 7,700 seniors over 65 years old. 5.7% live below the poverty line. She would like to see these funds

utilized to help those that financially need assistance.

Councilor Mangini stated that she would support this program as it encourages people to become more engaged with their community and gives people a sense of being needed. Councilor Matthews stated that the volunteers at Loaves and Fishes have continued to work hard, and the majority do not have a lot of resources and could use additional help.

Councilor Hall stated that she thinks this program is not comprehensive enough and does not meet the needs of the majority of our senior population. She would be willing to add additional funds to this program if it were more comprehensive and not as narrowly focused. Councilor Unghire appreciated the changes that were made to the program but believed that it needed additional work.

Deputy Mayor Santanella stated that he believed this program was well-intentioned, but when some unintended issues arose, instead of working on making the program better, we threw it out. He stated that he supported reinstating this program as modified and continuing to fine-tune it to make it more robust. Mayor Cekala was in agreement and looks forward to working to make this program more inclusive in the future.

Upon a **ROLL CALL** vote, the Chair declared **RESOLUTION #7356** adopted. Yes: Linda Allegro, Gina Cekala, Robert Cressotti, Cynthia Mangini, Maya Matthews, John Santanella, Aaron Thomas, Zach Zannoni No: Carol Hall, Marie Pyznar, Lori Unghire Abstain: None.

H. Resolution to Settle Property Tax Assessment Appeal for a 30.09 Acre Parcel on North Street

RESOLUTION #7357 by: Cynthia Mangini, seconded: Robert Cressotti.

RESOLVED, that the Enfield Town Council does hereby authorize the Office of the Town Attorney to settle the outstanding tax assessment appeal in the following action: *Catholic Cemeteries Association of the Archdiocese of Hartford, Inc. v. Town of Enfield*, the fair market value of the 30.09 acre parcel on North Street to be reduced to \$1,600,000.00

Upon a **ROLL CALL** vote, the Chair declared **RESOLUTION #7357** adopted. Yes: Linda Allegro, Gina Cekala, Robert Cressotti, Carol Hall, Cynthia Mangini, Maya Matthews, Marie Pyznar, John Santanella, Aaron Thomas, Lori Unghire, Zach Zannoni No: None Abstain: None.

14. ITEMS FOR DISCUSSION

None.

15. ANY OTHER BUSINESS PROPER TO COME BEFORE SAID MEETING

None.

16. PUBLIC COMMUNICATIONS/APPLIES ONLY IF PRIOR TO 11:00 p.m.

None.

17. COUNCILOR COMMUNICATIONS

Major Cekala thanked the Council for an efficient, productive, and respectful meeting.

18. ADJOURNMENT

MOTION by: Cynthia Mangini, seconded: Maya Matthews to adjourn.

Upon a **SHOW OF HANDS** vote being taken, the Chair declared the **MOTION** adopted unanimously, and the meeting stood adjourned at 8:40pm.

Respectfully submitted,

Sheila M. Bailey, Town Clerk
Clerk of the Council

Lindsay Petrucci, Assistant Town Clerk
Secretary of the Council

2026 Town Council Meeting Dates

(1st and 3rd Mondays at 7:00 PM unless otherwise noted)

January 5, 2026

January 19, 2026 (Holiday) – Moved to January 20, 2026

February 2, 2026

February 16, 2026 (Holiday) – Moved to February 17, 2026

March 2, 2026

March 16, 2026

April 6, 2026 – Moved to April 7, 2026

April 20, 2026

May 4, 2026

May 18, 2026

June 1, 2026

June 15, 2026

July 13, 2026

August 3, 2026

August 17, 2026

September 7, 2026 (Holiday) – Moved to September 9, 2026

September 21, 2026

October 5, 2026

October 19, 2026

November 2, 2026

November 16, 2026

December 7, 2026

December 21, 2026



TOWN OF ENFIELD

December 1, 2025

Connecticut Municipal Development Authority
David Kooris, Executive Director
Via Email: info@wearecmda.org

Mr. Kooris,

The Town of Enfield supports the application of HGRE LLC to the Connecticut Municipal Redevelopment Authority for the development of a 156-unit multifamily community on the Connecticut River – a project which will continue to spur redevelopment in Enfield's Thompsonville Village.

The project at 33 North River Street is a transit-oriented residential project that will convert a former industrial brownfield along the Connecticut River into a waterfront neighborhood immediately adjacent to the new Enfield rail station. This project focuses on housing growth in a transit adjacent district, strengthens downtown Thompsonville as a place to live and invest, and connects new residential density with environmental remediation and public enhancements.

This project is being spurred through a \$4 million state brownfield cleanup that removes legacy contamination and prepares the parcel for productive reuse. By reclaiming a vacant industrial property for housing next to a new rail stop, the project reinforces CMDA's priority to concentrate development in existing centers where transit, utilities, and services can support more sustainable living. The project's scale, density, and pedestrian connection to both rail and Main Street reinforces historic neighborhood patterns where residents can live comfortably without relying on a car for daily needs.

Further, this project is positioned as a major investment for Thompsonville. By introducing a significant new resident base at the doorstep of Main Street and the station district, the development aligns with CMDA's objective of using housing as a driver of small-business vitality, tax-base growth, and place-based economic momentum in core neighborhoods. It is intended to anchor Thompsonville's next chapter, complementing broader revitalization efforts in Enfield and helping the village evolve into an active, mixed-use center.

Over time, future phases may add housing, retail or restaurant space, and public-facing waterfront destinations. These next steps would expand reasons to spend time downtown,

creating a live-work-play district around the station. Equally important, the project restores public access to the river through a riverwalk, revitalizing an industrial shoreline into a community amenity, all consistent with CMDA's vision for vibrant, equitable downtown housing growth.

The Town of Enfield supports this request and looks forward to the transformative nature of the project to move Enfield and Thompsonville forward.

Sincerely,

Gina Cekala, Mayor



**THOMPSONVILLE
COMMERCAL FACADE & BUILDING REPAIR
IMPROVEMENT PROGRAM
GUIDELINES**

December 2025

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THOMPSONVILLE COMMERCIAL FACADE & BUILDING REPAIR IMPROVEMENT PROGRAM GUIDELINES

INTRODUCTION

The Thompsonville Commercial Facade Improvement Program has been created utilizing funds from the Town of Enfield's Tax Increment Financing Fund (TIF Fund). These funds have been allocated to provide area-wide benefits to commercial properties within the Midtown TIF District.

The objective of the program is to revitalize Enfield's commercial districts – targeting the downtown of Thompsonville - by improving the appearance of commercial properties. The program will provide a direct benefit to business and property owners who participate and to the community by preserving historic architecture, attracting visitors, fostering a sense of place, creating and retaining jobs, and raising values of properties. Broadly speaking, the TIF program is about fostering economic revitalization of commercial districts, and this program meets that intent.

Please note that all rehabilitation projects are subject to the approval of Town departments, committees, and commissions all of which are obligated to abide by Town ordinances and regulations. The owner shall comply with the Building Code, Property Maintenance Code, and any other pertinent local, state, or federal codes.



PROJECT GOALS

Specific goals of the program are as follows:

- Beautification of the town's commercial corridors to encourage the patronage of local businesses.
- Prevention of further deterioration of commercial properties and restoration of their historic features.
- Retention of existing businesses and attraction of additional businesses to locate in Enfield due to its attractive and well-maintained business corridors.
- Elimination of conditions that are detrimental to the health, safety, and welfare of the community.
- Proactive rehabilitation and preservation of structures with unique historic, architectural, and/or aesthetic value.
- Enhancement of employment opportunities to benefit low to moderate income residents of our community.

FINANCIAL ASSISTANCE

The Town's financial contribution will be in the form of a deferred 0% interest loan. Loans are payable over a five-year period and will be forgiven at 20% annually, provided the property owners remain current with all local taxes, sewer usage fees, and maintain the property in strict compliance with all applicable state and local laws, codes, and regulations. If at any time the property is found to be in violation of any applicable law, code, or regulation and the owners fail to remedy the problems, they shall be required to repay the balance of the deferred loan thus outstanding. The building must also be considered structurally sound. All work must be done by licensed contractors or verified vendors. The Town of Enfield strongly encourages use of local contractors.

Awards will not be made for more than \$50,000. The Town's ability to contribute is contingent upon the availability of TIF funds and the Town's discretion. The term "project," as used in these guidelines, includes both architectural design and construction costs.

When funding is available, the Town will fund 100% of eligible projects up to \$2,000. For projects over \$2,000, the owner will be required to provide a 1:1 match (less the Town's initial \$2,000 allocation). *Example: An applicant requests \$50,000. \$2,000 will be awarded fully. The remaining \$48,000 will need to be matched 1:1 for a total project cost of \$98,000.*

Applicants may only receive project funding from this program once every three (3) years. Property owners involved in multiple ownership organizations will be considered single owners. Applicants who have defaulted on any Town of Enfield loans or grants are ineligible.

Funding will be distributed with 25% upon contract completion and the balance based on completed spending and appropriate backup documentation. Backup must include invoices and proof of payment.

ELIGIBILITY

For an application to be accepted into the program, the following basic criteria must be met:

- The application must be completed and submitted by the property owner. Interested tenants must work with their property owners to apply. In the case of multiple owners, a single representative must be designated in writing to act on behalf of the owners in all matters regarding the specified rehabilitation project.
- **Property must be located in census tract 4806.**
- Property must be of commercial or mixed use (which includes commercial).
- Property owners may not owe any delinquent taxes (including Town, State or Federal taxes) or sewer usage fees either for the building to be rehabilitated or for any other piece of real or personal property that they own.
- Property owners may not have any liens due to the Town of Enfield.
- Property owners must have clear title to the property; no lis pendens (notice of pending action concerning title to or interest in property) may appear on land records.
- Only one mortgage or lien may exist on the property. The Town will not take lower than second position.
- Any outstanding building code, zoning, or property maintenance citations related to the property must be addressed at the time of the rehabilitation.

ELIGIBLE IMPROVEMENTS

Eligible improvements include, but are not limited to:

- Removal of elements which cover original architectural details and design.
- Addition or replacement of signs or awnings. (Signs must be affixed to the facade and comply with all sign regulations. The Town reserves the right to approve the design of any signs or awnings paid for through this program. Preference may be given to businesses with long-term leases.)
- Painting, cleaning, and repointing of masonry.
- Replacement of elements including but not limited to exterior doors, windows, stairs, porches, and/or railings that are directly visible from the public right of way.
- Exterior lighting.
- Overall replacement of architectural elements which have structural problems.
- Correction of exterior building code violations.
- Other permanent items having significant visual impact.

INELIGIBLE REPAIRS

The program will NOT cover the following:

- Improvements not visible from the public way.
- Physical or visual removal of architecturally important features.

- Installation of aluminum or vinyl siding.
- Major structural renovations.
- General maintenance work not contributing to the overall visual impact of the building.
- Temporary features, including landscaping.
- HVAC repair or improvements.
- Plumbing repair or improvements.
- Parking lot resurfacing.
- Roofing.
- Interior repairs.
- Exterior security/steel bars and roll down doors.
- Lighting inconsistent with dark sky requirements (i.e. interior lit, plastic box signs).
- Advertising materials.

Program funds may not be used for permitting and fees, working capital, debt refinancing, or legal fees.

CRITERIA FOR PROJECT SELECTION

Projects will be selected to receive loans based on the following criteria:

1. **Visual impact:** the aesthetic appeal that a project will have based on its view from the public right of way; size, location, and current condition of the building are taken into consideration; preference is given to businesses located in the downtown area:
2. **Cost/Benefit Value:** the relationship between the estimated cost of a project and the overall benefit it will provide for the town;
3. **Historic preservation:** special priority consideration is given to projects which will help preserve the historic integrity of buildings or that try to compliment the historic character of nearby properties; and
4. **Project readiness:** the ability of the project to move forward in a timely fashion with confirmation the owner's financial match is readily available.
5. **Project Sustainability:** the ability of the project to be maintained for a period of not less than five years following the close-out of the grant, depending on the scale of the project.

The Town will select proposals based on these criteria. Projects must be determined to sufficiently meet the criteria to move forward regardless of whether it is competing against other proposals.

THE PROCESS

A. APPLICATION:

- Owners begin by submitting an initial application to the Office of Economic & Community Development.
- Representatives from the Office of Economic & Community Development meet with the owner to determine project scope and estimated cost. The owner is encouraged to revise and add more detail to their application based on the result of this meeting.
- Town staff review the applicant for completeness and verify tax, sewer usage fees, and land records to ensure that the owner is in compliance with applicable laws and regulations.
- The project is forwarded to the Tax Increment Financing Advisory Committee/Economic Development Commission. This committee will evaluate projects based on the criteria above and submit a recommendation to the Town Council for final approval.
- This process can take between 30 and 60 days, depending on site characteristics, responsiveness of the applicant, holidays, and meeting schedules.
- The Office of Economic & Community Development will communicate with the applicant if their application needs revision, was approved, or denied. If selected for funding, the applicant will enter the Town contract process. No work shall begin until a contract is fully in place.

B. DESIGN & REVIEW

The applicant must provide enough detail in their design and specifications to evaluate the project. This includes, but is not limited to:

- Photos of existing conditions
- Architectural plans or shop drawings
- Artist's rendering or sketch
- Site Plan
- Any other materials that will demonstrate the project concept.

The applicant must receive all necessary approvals and permits from the appropriate Town commissions and departments. Projects will be reviewed for use of design guidelines.

C. CONTRACTS AND AGREEMENTS

The owner will be required to sign the following contracts/agreements to secure rehabilitation funds from the Town of Enfield.

1. Owner/Town Agreement: This agreement states the Town's commitment of funds and outlines the owner's responsibilities for participation in the program including his or her agreement not to displace any residential tenant residing at the property to be rehabilitated, or to increase any tenant's rent for a period of three years unless in accordance with the Residential Rent Stabilization clause contained therein.
3. Open-End Construction Mortgage Deed and Open-End Construction Mortgage Note (Mortgage Deed/Note) and Declaration of Restriction: The 0% interest deferred loan is secured by a mortgage on the owner's property. The Note gives the Town of Enfield an interest in the property in order to secure payment of said loan and performance of conditions as detailed in the Owner/Town Agreement.

Upon sale or transfer of all or any part of the ownership of the property (including foreclosure, voluntary transfer or conveyance, quit claim, or the death of the original signatories of the mortgage deed/note), the owner must pay the remaining portion of funded debt. The owner has the option to pay off the loan at any time without penalty. Any principal balance on the loan must be paid in full at the time of sale.

4. Waiver of Mechanics' Lien: The contractor and all subcontractors waive and release all claims of lien which they may have on the assisted property pursuant to the laws of the State of Connecticut, by virtue of services rendered, work performed, or materials furnished.
5. Rent Regulatory Agreement: The owner agrees that the rent being charged to current residential tenants will not be increased from the date of contract signing for a period of one year nor will any other terms or conditions of occupancy be altered. Upon contract signing, the owner must execute a Rent Regulatory Agreement for a period of three years. Increases to any dwelling unit shall not exceed the HUD Fair Market Rents in effect at the time the rent increase is enacted.

In the event the owner does increase the rent in violation of the Rent Regulatory Agreement, he/she shall be required to repay all proceeds of such increases to the tenant(s).

To assure compliance with the Rent Regulatory Agreement, Tenants residing at a property that has received financial assistance from the Town of Enfield may verify that their rents are in keeping with current HUD-published Fair Market Rents by completing questionnaires before and after the project.

6. Notice of Cancellation: The owner may cancel the entire transaction without any penalty or obligation within three business days of the contract signing date.

D. UNAUTHORIZED WORK AND CHANGE ORDERS

The owner agrees that no rehabilitation, alterations, improvements, demolition, or construction work of any kind, other than that contained in the specifications for the rehabilitation project, will be undertaken after the date of contract signing until the Final Inspection Report. This includes work done by either the owner or by another contractor. Any violation of this provision will render the Owner/Town Agreement null and void. The Town's loan will be withdrawn and any and all expenses incurred will be the sole responsibility of the owner.

Any change orders must be approved, in writing and in advance by the owner, architect, and the Office of Economic & Community Development. Changes to the scope of work which increase the contract amount will be supported by the loan only up to the maximum amount previously agreed upon. The owner will be financially responsible for work above and beyond this threshold.

E. INSPECTIONS

All rehabilitation work is subject to inspections by Town staff, including, but not limited to, building inspectors.

F. PAYMENTS

All project funds will be retained in an account administered by the Town of Enfield. The Town will make payments to the contractor by check upon satisfactory completion of the work.

G. AFTER PROJECT COMPLETION

Warranties/Guarantees: All original warranties and guarantees provided by the contractor will be given to the owner at project end. The Town requires the contractor to warranty the workmanship for at least one year.

Disposition of Funds: All project funds are disbursed through the Office of Economic & Community Development. Town staff will complete a form detailing payments made on all aspects of the project.

Release List: The loan is a 0% interest, deferred five-year, forgivable loan. At the end of the five-year period, assuming compliance with all obligations hereunder and under the mortgage note, Town staff will execute a release for the open-end construction mortgage deed including its attachments of Note and Declaration of Restriction. Said

release will be filed with the Town Clerk's office and recorded on the land records. The owner will be notified regarding the release of legal documents.

ADDITIONAL INFORMATION

A. SUBORDINATION AGREEMENTS & FORECLOSURE POLICY

At some time, but no more frequently than every two years during the mortgage deed/ declaration of restriction period, the owner may wish to refinance an existing mortgage on his or her property. The Town of Enfield may consider issuing a subordination agreement to the owner if the loan does not endanger the Town's equity position. As such, the Town will not subordinate to a loan that will require the Town to take less than second position. Other mortgages, construction loans, debt consolidations, line-of-credit home equity loans, or similar financial arrangements cannot be placed on the land records ahead of the Town's mortgage. The owner has the option to pay off the loan at any time without penalties.

Written requests must be submitted to the Town of Enfield, Office of Economic & Community Development, 820 Enfield Street, Enfield, CT 06082 and must contain the following information:

- Owner's reason for refinancing.
- Written confirmation from the finance company indicating that the Town of Enfield's mortgage will remain in no less than second position.
- The amount of the new mortgage.
- The correct, full name of the bank or mortgage company.

If a subordination agreement from the Town is issued, it will be issued only once during a two-year period. Up to ten business days are required to process a request for a subordination agreement.

B. PROPERTY FIRE/HAZARD/LIABILITY INSURANCE

The owner is required to obtain and maintain Property Fire/Hazard/Liability Insurance on the property.

C. HISTORIC PRESERVATION REQUIREMENTS

If a property is historically significant and is eligible for rehabilitation work, the work must be done in accordance with "The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings." The purpose is to avoid any significant alteration of a building (such as application of vinyl siding or vinyl windows) that may change its overall appearance and historic character.

DESIGN GUIDELINES

Applicants are encouraged to meet with the Office of Economic & Community Development to walk through the potential project. If needed, staff will set up a meeting with the Building Department, Planning & Zoning, Health, or other relevant group to ensure the project will meet all relevant requirements. All work should be done in harmony with Thompsonville guidelines and/or the Secretary of Interior Standards.

A facade is defined as the entire exposed exterior surface of a building that fronts a public way. The storefront side is defined as containing the building's principal public entrance.

There are three goals in designing elements for façade and building repair:

- **Pedestrian Scale:** Facades should cater to the pedestrian. Build at a scale designed for people on foot. Large blank walls are discouraged. Orient the façade toward the street, not away.
- **Transparency:** Building facades, specifically the storefront side, should acknowledge the interior activity of a building by using clear glass. This makes the façade more inviting and friendly but also aids the business within.
- **Context:** Find a balance between modern interventions and historic elements of the building or surroundings. Connect with the Enfield Historical Society to find out more about the area in which the building is being repaired. Utilize brick and bring industrial touches to honor the nature of Thompsonville. Buildings should be unique but also harmonious and somewhat unified.

An example of a “traditional” storefront side is shown below. Applicants are encouraged to use historic photos from the Enfield Historical Society or other public resources to demonstrate their design pattern matches historic precedent. For any building considered “historic” (older than 75 years), all structural and decorative elements should be repaired or replaced to match or be compatible with the original materials and design of the building to the greatest extent possible. Buildings which are considered integral to the historic streetscape should reflect and complement the character of the surrounding area to the greatest extent possible.

A few specific guidelines for materials:

- **Masonry:** unpainted brick, stone, or masonry should not be painted or covered. Previously painted brick may be painted. Removing paint or cleaning unpainted masonry should be done in the most moderate method possible. Sandblasting (or similar) are prohibited. Mortar repairs should be done with original color, style, texture and strength. (Portland cement can lead to failure of historic masonry types.)
- **Trim/Ornament:** retain or repair historic ornamentation (window caps, stone work, ornamental plaques, cornices).
- **Signage:** New signage should be *traditional* in character. Please review the existing sign guidelines and review historic photographs for details.

- Exterior lighting: Enfield requires all lighting to be compliant with “dark sky” standards. No lights should move, flash, or make noise. Lighting for signs should be exterior illuminated (i.e. gooseneck lighting).

Façade Explainer

FACADE* EXPLAINER:



Cornice

The traditional building cornice decorates the top of the building and may be made of metal, brick, wood or other materials. Some cornices project from the building while an ornamental band delineates others. The top of the wall may have a patterned brick band or a coping of brick concrete or metal, severed to visually cap the building, completing its appearance.

Upper Facade

Upper facade is characterized by regularly spaced window openings that repeat on each floor. The size, type and decoration of these windows may vary, but they are usually the same in each floor. Other facade details may also be present on the upper level facades such as corbeling, brick banding, or decorative panels.

Storefront

The first floor of a traditional storefront is composed of large display windows and framed by vertical structural piers and a horizontal supporting beam, leaving a void where the storefront elements fit. The storefront elements consist of an entrance (often recessed), display windows, a bulkhead, transom windows over the storefront and a cornice which covers the horizontal supporting beam. The first floor may also contain an entrance to the upper floors.

(From City of Knoxville Design Guidelines)

The following elements are encouraged in the context of a comprehensive facade renovation:

- Window replacement and window framing visible from the street
- Restoration of historic architectural details and removal of elements which cover such details
- Cleaning, repainting or re-siding of buildings where restoration of brick or stone is inappropriate
- Signs which are attractively integrated into the architecture of the building including the window area, doorway and awning or canopy
- Infill construction compatible with, but not duplicating, the historic architecture of the area
- New storefront construction within an existing building
- Awnings or canopies (fabric or metal), where these can be functional

Applicants are encouraged to utilize the following resources:

- Thompsonville Design Guidelines: <https://www.enfield-ct.gov/DocumentCenter/View/14107/Appendix-B-Thompsonville-Design-Guidelines-PDF>
- Enfield Zoning Code: <https://www.enfield-ct.gov/DocumentCenter/View/19006/Zoning-Regulations->
- Enfield Sign Regulations: <https://www.enfield-ct.gov/DocumentCenter/View/12770/Sign-Regulations-PDF>
- Secretary of Interior Standards for the Treatment of Historic Properties: <https://www.nps.gov/orgs/1739/upload/treatment-guidelines-2017-part1-preservation-rehabilitation.pdf>
- For Examples of Potential Intervention, Wilkinsburg PA Façade Renovation Program Design Guidelines: <https://wilkinsburgcdc.org/wp-content/uploads/2023/06/Wilkinsburg-Design-Guidelines-2019.pdf>
- For Examples of Potential Intervention, Montgomery County, MD Façade Design Guidebook: https://www.montgomerycountymd.gov/DHCA/Resources/Files/community/neighborhood/publications/2023_01_27_DHCA%20Facade%20Guidebook.pdf

Lead and Hazardous Materials

If the project involves a mixed-use property (including both commercial and residential uses) constructed prior to 1978, and paint will be disturbed in residential units or common areas serving residential units, a certified lead paint consultant is needed to determine if lead-based paint exists in residential areas undergoing rehabilitation and to perform a risk assessment. The owner is responsible for all costs associated with this consultant. These costs are considered separate from the cost of facade improvement; no town funds will be contributed towards them. If lead-based paint does exist, the consultant's report will be used in the bidding process, and the consultant must ensure that the lead paint has been removed at the end of the project, also at the owner's expense.

A lead hazard information booklet, "Protect Your Family From Lead in Your Home" will be made available with the application. All owners with any residential use on their property are responsible for reading this booklet and indicating that they have done so by signing the provided form and submitting it with their application.

Application for Façade and Building Improvement Program

Applicant Name:	
Address of Applicant:	
Email:	
Phone Number:	
Federal ID Number:	
Property Location:	
Tenant of Property: <i>(If different)</i>	
Date business was established:	
Number of current employees:	
Any personal/business judgements, unsettled lawsuits or major disputes? (If yes, please explain.)	
Has the business or any principals been involved in bankruptcy or insolvency proceedings? (If yes, please explain.)	

Description of Project: *Please describe the project, in terms of scope and building improvements as it applies to the mission statement of the program. Include the estimated cost of the project. Attach additional pages as necessary.*

Request Amount:

Describe the source of matching funds (as necessary):

Please read the following and sign the Application Form. All owners, officers, and partners must sign this application. The information in this Grant Application is provided for the purpose of applying for funds through the Town of Enfield. The information is accurate to the best of my knowledge. I understand that personal and/or business information may be requested pursuant to this grant application, and I hereby give my consent for such information to be provided to the Town. I also understand that the Town retains the sole decision as to whether this grant application is approved, disapproved, or modified. It is my right to accept or decline the grant amount, rate and terms approved by the Town of Enfield.

PRINT NAME: _____

SIGNATURE OF APPLICANT: _____

DATE: _____

PRINT NAME: _____

SIGNATURE OF APPLICANT: _____

DATE: _____

See the next page for detailed information to provide as an attachment.

Please check off each item and return this checklist with the application and supporting materials:

- One complete, original signed and dated application submitted to Town.
- Proposed façade and/or signage design, including paint colors, awning and material samples (as appropriate).
- A statement of corporate structure/ parent/subsidiary relationships- additional information may be required.
- Certificate of Good Standing from Department of Revenue Services
- W-9 Form/DUNS Number
- Two (2) written cost estimates for each component of the project must be submitted. Each estimate should include the contractor's Business name, contact person, address and phone number. The applicant should indicate their preferred vendor. If the preferred vendor is not the lowest bidder, please explain why.

Submit applications to the Office of Economic & Community Development, 820 Enfield Street, Enfield, CT 06082 or via email to amarcavitch@enfield.org.

Demographic Information <i>(The following is used for statistical purposes only.)</i>		
Ownership	>50% female owned	>50% minority owned
Veteran Status	Veteran	Non-Veteran
Ethnicity	African-American/Black	Asian
	Hispanic/Latino	Native American
	White	Other
What is the combined yearly business income?		



TOWN OF ENFIELD

Binu Chandy, Director
Office of Brownfield Remediation and Development
Department of Economic and Community Development
450 Columbus Boulevard
Hartford, CT 06103

Re: **98 Prospect Street Enfield Brownfield Remediation and Redevelopment - Municipal Grant Program**

Dear Director Chandy,

The Town of Enfield is submitting this letter to request additional funding as allowed (up to 50% of the original \$550,000 grant) by the Department of Economic and Community Development (DECD) for the above referenced brownfield remediation and redevelopment project (the "Project") located at 98 Prospect Street in Enfield.

Site remediation activities including the removal of numerous tank systems, soil remediation and consolidation, demolition and abatement, solid waste/debris removal, and groundwater monitoring have been successfully completed at the property. Remaining Project activities include the installation of a cap in compliance with the Remediation Standard Regulations (RSRs) and the remaining cleanup program requirements including the filing of an Environmental Use Restriction (EUR), required survey, and LEP verification. These remaining activities are required to achieve the Project's goal to comply with the Department of Energy and Environmental Protection (DEEP) RSRs in conjunction with redevelopment of the site.

The Town is requesting \$165,000 in additional funding to complete the above-mentioned activities and approximately \$10,000 in incurred costs for a total of \$175,000 for this brownfields project. A summary of the project background and activities completed to date, description of the redevelopment project, and justification for this funding request are provided in the attachment.

Thank you for your consideration and time.

A handwritten signature in black ink, appearing to read "Christopher Bromson".

Christopher Bromson,
Town Manager

Project Background

Initial assessments of the site included the completion of a Phase I Environmental Site Assessment (ESA) in December of 2010 and a Phase II ESA in March of 2012 by Loureiro Engineering Associates, Inc. (LEA) and were completed for the DECD. A Phase III ESA and supplemental site investigations were conducted by Tighe & Bond between 2016 and 2020. The site was entered into the Brownfield Remediation and Revitalization Program (BRRP) in October 2021 on behalf of the Town. The Town publicly bid the remediation of the site in September 2022 and has been working with Kelly Fradet Lumber (KFL), the adjoining property owner who acquired the site for redevelopment in July of 2023.

Assessment and remediation activities have been funded through DECD's Municipal Grant Program. Remediation bids from September 2022 ranged from \$398,508.80 to \$968,975.00.

Project remediation activities commenced in the fall of 2022 and were conducted throughout 2023. The BRRP was subsequently transferred to KFL prior to their purchase of the property in July of 2023. Due to a funding shortfall at this time, KFL funded the Project by conducting additional remediation activities including soil consolidation, backfilling and grading, and groundwater monitoring to ready the site for redevelopment.

At this time, active remediation activities and redevelopment site work have been completed minus a cap (bituminous pavement). The site has undergone a significant transformation as a result of remedial activities and the Project is close to completion.

Redevelopment Project Description

KFL has worked closely with the Town over the last decade to acquire and support the redevelopment of the site. KFL's purpose for acquiring the site was to support KFL's business growth. The site adjoins their main facility and as their sales have increased, they needed to expand their facility to accommodate more inventory, equipment, and employees. The 98 Prospect Street property location was ideal for this expansion. Initially, KFL plans to hire 8-10 new full-time employees, with the potential to hire more in the coming years. Additionally, KFL is considering relocating one of their shipping facilities from Massachusetts to this new space, which is feasible with the extra property.

Funding Justification

The remediation grant award of \$550,000 received in 2016 was based on an estimate at the time. As noted, Project bidding for remediation ranged from \$398,508.80 to \$968,975.00. The lowest responsible bidder, Enviro provided an estimate of \$398,508.80. Due to the availability of remaining funding at the time the bid item for pavement was removed from Enviro's contract, reducing their fee to \$327,358.80. During performance of remedial activities, Enviro issued two change orders totaling \$47,744.20 for additional excavation and disposal of soils bringing Enviro's total on the Project to \$375,103. Project activities completed by Enviro included the following.

- Site mobilization, vegetation clearing, and establishment of erosion and sediment controls
- Test pitting to support waste characterization
- Solid waste removal and disposal
- Building demolition abatement, removal, and disposal
- Removal, cleaning, and disposal of 4 10,000-gallon USTs
- Removal and disposal of multiple ASTs
- Excavation of lead and petroleum impacted soils
- Excavation and consolidation of polluted materials
- Importation and placement of clean backfill

Remediation planning, oversight, and LEP services were provided by Tighe & Bond and totaled \$209,000. The majority of these services were funded using the \$550,000 grant as well as the remaining funding from the Town's previous DECD assessment grant.

Overall, the primary factors impacting the cost of remediation for the Project have included the following.

- The availability of remaining remediation funding at the time bidding was conducted in September 2022.
- Remediation funding was awarded in 2016 and based on an estimate; however, the project was delayed while final designs and agreements were being executed. The Project was further delayed due to the covid pandemic. As such, remediation did not commence until the end of 2022 approximately 6 years following the receipt funding.

- Additional soil handling and remediation was necessary based on field conditions to achieve RSR compliance. This also required additional clean backfill to be imported to the site.

At this time, KFL has invested a total of \$284,298.95 in non-DECD funds for the Project. In addition, KFL intends to install a permanent fence which is estimated to cost \$60,000. KFL also intends to make their second and final installment payment for the BRRP of \$1,127.50. **These additional expenses bring KFL's total Project investment to approximately \$345,000.** A summary of KFL's expenses is enclosed.

The Project still requires pavement to serve as a cap to complete site redevelopment and to demonstrate compliance with the RSRs. The current cost for pavement and associated site work has been estimated at \$120,000.

Remaining BRRP requirements include filing an Environmental Use Restriction (consultant cost - \$10,000; survey cost - \$10,000; and estimated legal fees - \$15,000) and LEP verification estimated to cost \$10,000. The total amount is \$45,000 for the EUR, Survey, and LEP verification.

In addition, compliance groundwater monitoring activities were recently completed (late 2024/early 2025) as part of a contract between Tighe & Bond and KFL, however additional efforts were necessary to achieve compliance with the RSRs and resulted in an additional incurred cost of approximately \$10,000. The original estimate was \$15,000, but actual costs are \$25,000. Future EUR inspections as required by DEEP will be the responsibility of KFL.

Since KFL's acquisition of the site they have remained committed to their regulatory obligations and goal of redeveloping the site. KFL is current with local tax payments and fees required under the BRRP. The Project is close to completion and requires further assistance to reach the finish line to make this Project a true brownfields success story.

Enclosure

Kelly Fradet Lumber Project Expenses

Kelly Fradet Lumber Project Expenses - 98 Prospect Street, Enfield

Purpose	Vendor	Date	Incurred Expenses	Future Expenses
Survey				
	Aeschliman Land Surveying PC	12/05/22	\$1,900.00	
	Megson, Heagle & Friend Surveyors	9/27/2024	\$185.25	
Engineering				
	GNCB Consulting Engineers	09/10/21	\$6,800.00	
Achitect				
	Capital Studio Architects	09/21/21	\$2,070.00	
		04/27/21	\$2,560.00	
		12/08/20	\$975.00	
Consulting				
	Tighe & Bond	04/30/24	\$28,314.41	
	Tighe & Bond	12/22/23	\$14,983.96	
	Tighe & Bond	10/31/23	\$2,898.41	
	Tighe & Bond	09/14/23	\$10,000.00	
Land				
	Town of Enfield, CT	7/25/2023	\$47,762.50	
Fence				
	GMH Fence (Temporary)	08/30/23	\$1,847.29	
	Estimate			\$60,000.00
Drainage				
	Hinckley Construction	04/14/23	\$14,560.00	
Fill/Goundwork				
	Hinckley Construction	01/26/24	\$146,677.50	
Taxes				
	Town of Enfield	7/10/2024	\$1,637.13	
	Department of Energy Fees (50%)		\$1,127.50	
	Department of Energy Fees (50%)			\$1,127.50
			\$284,298.95	\$61,127.50
			Total	\$345,426.45

May 22, 2025

Mr. Christopher Bromson
Town Manager
Town of Enfield
820 Enfield Street
Enfield, CT 06082

Subject: 98 Prospect Street (Round 9) Remediation Project - Supplemental Funding Request

Mr. Christopher Bromson:

This letter is in response to the Town of Enfield's request for supplemental funding received on May 8th, 2025 for the 98 Prospect Street Redevelopment Project located at 98 Prospect Street, Endfield. The project was granted \$550,000 in Round 9 of 2016. We understand that since 2022, the project has faced delays, including those caused by COVID-19, which resulted in unforeseen challenges and increase in costs. As a result, additional funding is needed to complete the capping activities and ensure compliance with RSR regulations.

DECD is able to approve up to 50% of the initial award pursuant to C.G.S. sec. 32-763, that is substantiated with back-up, without a competitive process. The approval will be subject to available authorized brownfield grant funds at the time of the request. DECD understands that the project encountered higher than anticipated inflationary and and other cost increases.

In light of this situation, DECD agrees to commit an additional \$175,000 of supplemental funding based on latest estimates for completion of the remaining remediation activities (paving & reporting). The total funding from the DECD Municipal Brownfield Grant program shall increase from \$550,000 to a new grant total of \$725,000. DECD will work with the Town to amend the Assistance Agreement as needed.

We look forward to continuing work with you on this important project for the state. Please do not hesitate to reach out if you have any questions.

Sincerely,



Matthew J. Pugliese
Deputy Commissioner

Cc: Binu Chandy, Director, OBRD
Aaron Marcavitch, Economic Development Director, Town of Enfield

SENIOR VOLUNTEER TAX COMMITTEE

**RECOMMENDATIONS FOR SENIOR VOLUNTEER TAX PROGRAM FOR CALENDAR YEAR 2025;
FISCAL YEAR 2026/2027**

- Volunteer must be 65 or older by December 31st of the calendar year in which the volunteer hours are worked.
- Volunteer must have owned and occupied a home as a principal residence for five years with no pending unpaid municipal liens or delinquent real estate taxes.
- Property held in trust, life estates, and partial interests shall fall under the same guidelines pursuant to section 12-170aa. The trust agreement must be reviewed on an individual basis by the town attorney to determine if it qualifies.
- Volunteer must work for a minimum of 75 hours in the calendar year (January 1, 2025, to December 31, 2025) in a non-profit organization located in the Town of Enfield or one that is headquartered out-of-town but that benefits Enfield; or the Town, schools or religious organizations. (increase from 50 hours)
- Only one \$400 credit per household; spouses may both contribute toward the 75 hours.
- The Volunteer Coordinator or other designee at the entity where you volunteer must verify that the state hours have been worked.
- The Senior Center staff will oversee the program. Applications must be turned into the Senior Center by February 1, 2026. Credit will be applied to the July 1, 2026, tax bill.
- The program is capped at \$100,000. If applications exceeding \$100,000 are received, all individual tax credit amount will be reduced on a pro-rata basis so that the total does not exceed \$100,000.