



**AGENDA
ENFIELD TOWN COUNCIL
REGULAR MEETING**

Monday, June 7, 2021

7:00 PM - Council Chambers

<https://youtu.be/F7iWBuuUL0k>

- 1. PRAYER – Joe Bosco**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL.**
- 4. FIRE EVACUATION ANNOUNCEMENT.**
- 5. MINUTES OF PRECEDING MEETINGS.**
 - Special Meeting – May 17, 2021
 - Regular Meeting – May 17, 2021
- 6. SPECIAL GUESTS.**
 - Donald Nunes, Director of Public Works
- 7. PUBLIC COMMUNICATIONS AND PETITIONS.**
- 8. COUNCILOR COMMUNICATIONS AND PETITIONS.**
- 9. TOWN MANAGER REPORT AND COMMUNICATIONS.**
- 10. TOWN ATTORNEY REPORT AND COMMUNICATIONS.**
- 11. REPORT OF SPECIAL COMMITTEES OF THE COUNCIL.**
- 12. OLD BUSINESS.**
 - A. Discussion/Resolution:** MOU with Fire Districts for Collection and Distribution of Taxes. (Tabled 11/16/2020)
- 13. NEW BUSINESS.**
 - A. Consent Agenda – Action.**
 - B. Appointment(s)–Town Council Appointed.**
 - C. Appointment(s) – Town Manager Appointed/Council Approved.**
 - D. Appointment(s) - P & Z Commission Appointed- Council Approved.**

14. ITEMS FOR DISCUSSION.

A. ****Consent Agenda – Review.**

1. **Discussion/Resolution:** Request for Transfer of Funds for the Family Resource Center \$1,000.
2. **Discussion/Resolution:** Request for Transfer of Funds for Information Technology for Public Safety \$150,000.
3. **Discussion/Resolution:** Resolution Authorizing the Town Manager to Make and Sign an Application and Execute Assistance Agreement with the State of Connecticut Department of Housing for the 2021 Community Development Block Grant.
4. **Discussion/Resolution:** Resolution Authorizing the Board of Education to Apply to the State of Connecticut Department of Homeland Security for Round 5 of the School Security Competitive Grant Program.
5. **Discussion/Resolution:** Resolution Authorizing the Board of Education to Apply to the State of Connecticut Department of Homeland Security for the Multi-media Interoperable Communications Systems School Security Grant.
6. **Discussion/Resolution:** Resolution Authorizing the Town Manager to Sign Eversource Year 10 RFP Bid Certification form Affidavit of Owner of the Project Site.

B. **Appointment(s) – Town Council Appointed.**

1. ****Enfield Culture and Arts Committee** – The Term of Office of Emily Clifford (L) Expires 05/31/2021. Reappointment or Replacement Would be Until 05/31/2023.
2. ****Inland Wetlands and Watercourse Agency** – The Term of Office of Virginia Higley (D) Expires 06/30/2021. Reappointment or Replacement Would be Until 06/30/2025.

C. **Appointment(s) – Town Manager Appointed/Council Approved.**

D. **Appointment(s) – P & Z Commission Appointed- Council Approved.**

- E. ****Discussion/Resolution:** Request for Transfer of Funds for Neighborhood Services Professional Development \$25,000.

- F. ****Discussion/Resolution:** Request for Transfer of Funds for Police Department \$523,480.

- G. ****Discussion/Resolution:** Request for Bid Waiver for the purchase and Installation of a Splashpad at the Edgar Parkman School.

- H. ****Discussion/Resolution:** Resolution to Establish a Special Revenue Fund for COVID-19.

- I. ****Discussion/Resolution:** Resolution to Appoint Members to the Tax Increment Financing Advisory District Committee.

- J. ****Discussion/Resolution:** Resolution to Withdraw the CDBG Shelter Diversion Application Submitted to the Connecticut Department of Housing.

- K. ****Discussion/Resolution:** Resolution Authorizing the Town to Utilize Funds from Revenue for the Town-wide Community Garden Locations.

- L. ****Discussion/Resolution:** Resolution Setting Public Hearing for the 2021 Neighborhood Assistance Act.

- 15. MISCELLANEOUS.

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

- 17. COUNCILOR COMMUNICATIONS.

- 18. ADJOURNMENT.

*	REMOVE FROM AGENDA
**	MOVE TO MISCELLANEOUS
***	WOULD LIKE TO BE CONSIDERED FOR REAPPOINTMENT

**ENFIELD TOWN COUNCIL
MINUTES OF A SPECIAL MEETING
MONDAY, MAY 17, 2021**

A Special Meeting of the Enfield Town Council was called to order by Chairman Ludwick on Monday, May 17, 2021. The meeting was called to order at 6:00 p.m.

ROLL-CALL – Present were Councilors Bosco, Cressotti, Hemmeler, Ludwick, Mangini, Muller, Riley, Sferrazza, Szewczak and Unghire. Councilor Cekala was absent. Also present were Town Manager, Christopher Bromson; Assistant Town Manager, Kasia Purciello; Town Clerk, Sheila Bailey; Town Attorney, James Tallberg; Chief of Police, Alaric Fox, Chief Information Officer, Paul Russell.

SPECIAL GUESTS

Department of Environmental and Energy Protection – Scantic River Park Update

Present for this item were Colonel Chris Lewis from DEEP; Thomas Tyler, DEEP Director of State Parks; Chief of Police, Alaric Fox; Senator John Kissel and State Representative Carol Hall.

Mr. Bromson stated Enfield is fortunate to have the Scantic River Park, however, there is very inadequate parking, so it is a constant effort for the Town and the State to deal with that and yet keep the park open for local residents who want to use it for hiking and walking, as well as people coming from other areas who have more protracted plans to stay there with families, which includes picnicking. All these uses pose some real burdens and stress to the park itself.

Mr. Bromson thanked Colonel Lewis and Chief Fox for addressing concerns. He noted they recently enhanced patrols by police and DEEP with great success.

Colonel Lewis stated DEEP hired a core group of seasonal employees, who do go through training. He noted these individuals will be unarmed rangers with limited enforcement ability. He stated they have one individual assigned to the Scantic River Park, and his schedule will commit him to every Saturday from 8:00 to 4:00 p.m. He noted they also have Tuesday, Wednesday and Thursday committed and every Friday and Monday alternates depending on this individual's primary work schedule. He noted Sunday is not available to this individual. He stated in addition to this individual, they are working at having more traditional seasonal officers for the northeast corner of the state, which will augment their ranger patrol in that area.

He stated their goal is for a more increased and educational presence to nip any problems in the bud before they get out of control.

Mr. Tyler stated visitor attendance has increased significantly at state parks, which coincides with the pandemic. He noted they are up over 20% year over year attendance. He stated last spring compared to the previous spring, they were probably up by a 100% increase year over year. He stated it is not known whether this year will be another record-breaking year like last year now

that so many more people have discovered state parks, or perhaps numbers will decrease as a result of things getting back to normal with families going back into sports and family vacations.

Mr. Tyler stated DEEP is gearing up as well as they can for another season. He noted everyone knows that the Scantic River Park will remain an attractive spot that continues to bring in crowds that will over-tax that park's ability, therefore, enforcement is an important key.

He stated DEEP's state park division manages the recreational aspects of 110 state parks and 32 state forests, which amounts to about one-quarter million acres. He noted the division headed up by Colonel Lewis has law enforcement responsibility of state lands under DEEP's control. Mr. Tyler stated his division handles other aspects of managing property, i.e., litter removal and other supervision of the properties.

Chief Fox stated there will be an increased presence by DEEP to have a physical presence at the Scantic River Park, and this person will be a ranger, who has the ability to enforce park regulations to the infraction level inside the facility. He noted local police can respond when needed. He stated under the direction of the Town administration and the Town Council, local police will be addressing parking issues on the Town side.

He stated one item beyond the control of Colonel Lewis and Mr. Tyler relates to the ability to allow walk-ins and the expiration of the Governor's executive order.

Colonel Lewis stated last year, according to the Governor's executive order, they prohibited walk-ins at any of the state parks once capacity was reached, however, but that expired at the end of last year. He noted some executive orders were renewed, but that was not one of them. He added they are anticipating that going forward all parks and forests will be operating as they were before Covid when they were not allowed to restrict walk-ins. He noted they can control the parking lot, and when the lot is full, they will close the parking lot, but if someone parks legally elsewhere, they cannot prohibit that person from walking into the park.

Mr. Bromson stated last year they erected signage at critical junctures saying the park was closed, and that was effective. He noted they will have officers there on Saturdays and Sundays, and people will be notified when the parking lot is closed. He stated his belief with DEEP's enhanced personnel and the Town's vigilance with their officers, they should be on top of things.

Councilor Sferrazza stated this is a problem that he dealt with for many years when he was the Chief of Police. He stated he is very happy to hear the park will have a ranger on Saturdays. He stated despite so many people trying to fix the problem, on Monday morning Enfield residents go to this area and find the area trashed. He spoke about the importance of having a physical presence there. He stated his belief they will not have the problems they did in the past while rangers are present in the park.

Councilor Szewczak stated she receives a lot of calls about this park. She noted the problem is that this is a passive recreation park, and the parking is designed for that use of the park. She stated she has a problem when people are allowed to have large drop-offs and are then redirected to the Town's nearby parking lot, which results in no parking spaces for people coming for baseball. She

noted she would not be opposed to people being redirected to another state park that has parking available, but she is opposed to people being directed to Town parks where the parking is specific for the use of that Town park. She stated her belief they are off to a good start.

Chairman Ludwick stated when they use the word “education”, perhaps they could involve high school or college volunteers to get credit in environmental studies. Mr. Tyler stated they focused more on a seasonal entry position as opposed to internships. He noted individuals who take these seasonal entry positions can see if they would like this as a career.

Chairman Ludwick recessed the meeting, and the Council went into Executive Session at 6:32 p.m.

EXECUTIVE SESSION

The Executive Session of the Enfield Town Council was called to order by Chairman Ludwick at 6:33 p.m.

ROLL-CALL - Present were Councilors Bosco, Cressotti, Hemmeler, Ludwick, Mangini, Muller, Riley, Sferrazza, Szewczak and Unghire. Also present were Town Manager, Christopher Bromson; Assistant Town Manager, Kasia Purciello; Town Clerk, Sheila Bailey; Town Attorney, James Tallberg; Chief of Police, Alaric Fox; Deputy Director of Economic & Community Development, Nelson Tereso, joined at 7:10 p.m.

During Executive Session, the Council discussed Real Estate Negotiations and Security.

ADJOURNMENT

MOTION #5784 by Councilor Muller, seconded by Councilor Mangini to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5784** adopted 10-0-0, and the Special Meeting stood adjourned at 6:58 p.m.

Respectfully submitted,

Sheila M. Bailey
Town Clerk
Clerk of the Council

Jeannette Lamontagne
Secretary to the Council

**ENFIELD TOWN COUNCIL
MINUTES OF A REGULAR MEETING
MONDAY, MAY 17, 2021**

A Regular Meeting of the Enfield Town Council was called to order by Chairman Ludwick on Monday, May 17, 2021. The meeting was called to order at 7:00 p.m.

PRAYER – The prayer was given by Councilor Szewczak.

PLEDGE OF ALLEGIANCE – The Pledge of Allegiance was recited.

ROLL-CALL – Present were Councilors Bosco, Cressotti, Hemmeler, Ludwick, Mangini, Muller, Riley, Sferrazza, Szewczak and Unghire. Councilor Cekala was absent. Also present were Town Manager, Christopher Bromson; Assistant Town Manager, Kasia Purciello; Town Clerk, Sheila Bailey; Town Attorney, James Tallberg; Chief of Police, Alaric Fox; Director of Finance, John Wilcox; Deputy Director of Economic and Community Development, Nelson Tereso; Chief Information Office, Paul Russell.

FIRE EVACUATION ANNOUNCEMENT

Chairman Ludwick made the fire evacuation announcement.

MINUTES OF PRECEDING MEETINGS

MOTION #5785 by Councilor Szewczak, seconded by Councilor Riley to accept the minutes of the May 3, 2021 Special Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5785** adopted.
10-0-0.

MOTION #5786 by Councilor Riley, seconded by Councilor Muller to accept the minutes of the May 3, 2021 Regular Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5786** adopted.
10-0-0.

SPECIAL GUESTS

There were no special guests this evening.

PUBLIC COMMUNICATIONS AND PETITIONS

Carl Sampson, 12 Bess Road

Stated he is present representing the Scantic River Watershed Association. He noted he is the current President of the Association. He stated this is an advocacy group for the Scantic River

and they were established in 1972. He noted this group spends a lot of time at the river, and their motto is, "We speak for the river". He stated they do water testing, and they are constantly on the river doing paddling, hiking, and doing trail maintenance. He noted unfortunately, they are always picking up litter.

Mr. Sampson stated this Association is an asset for the Scantic River Park. He noted they have about 10 people on their Board, and they have monthly meetings. He stated they run the Spring Splash, and they have other fundraisers throughout the year. He noted they are planning a moonlight paddle on the Somerville Pond in August. He stated they have spoken to DEEP representatives about the park and things that should be addressed.

Mr. Sampson stated the Association did write a letter of support for the rails to trails issue.

COUNCILOR COMMUNICATIONS AND PETITIONS

Councilor Mangini congratulated Claire Hall from the ERFC Program. She noted Ms. Hall was recognized by the Channel 3 Surprise Squad this morning for her good work as an educator and also helping in the care of children during the Covid crisis. She thanked Ms. Hall for her dedication and hard work.

Councilor Bosco stated there is a broken trash bag with trash strewn all over near St. Patrick's Cemetery on Enfield Street.

Councilor Bosco stated he has not heard anything about the industrial park, and he raised questions on this topic several months ago. He noted there is valuable land going to waste.

Councilor Hemmeler stated last week was the National Day of Prayer, and they had an incredible service, and she appreciates all those who attended.

Councilor Hemmeler stated the parade is coming up, and it will be Sunday, May 30th at 1:00 p.m.

As concerns fundraisers by the Scantic River Watershed Association, Councilor Hemmeler stated they should inform the Town Council, so the Council can share that with the public.

Councilor Riley stated the Scantic River Watershed Association has a Facebook page, and their website address is srwa.org

Councilor Unghire stated she attended the National Day of Prayer on May 6th, which was held on the Town Green. She noted many people attended, and the music was wonderful. She thanked New Day Church for sponsoring this event.

Councilor Muller stated three Rotarians are present – President Mangini, Lori Unghire and himself, and he congratulated Melissa Kulpeksa and Morgan Ludwick on receiving the Rotary Scholarship.

Councilor Cressotti stated the First Readers Ceremony is May 24th at Asnuntuck Community College.

Councilor Cressotti expressed appreciation for the use of the Town facilities for the Enfield Stars Special Olympics Program, which is up and running. He noted all the athletes are happy to be back in the pool swimming and using the track and field at the Annex. He stated the summer state games will be held at Fairfield University.

Councilor Szewczak stated she will be attending the May 24th rails to trails meeting at Enfield High School. Also in attendance will be Senator John Kissel, Representative Carol Hall, and Mayor Ludwick, and there will be a trails conservancy speaker present. She noted this meeting will start at 6:30 p.m. Councilor Szewczak stated she did visit the Troiano facility, and she thanked Mr. Troiano for showing everything he is doing. She noted she is still a very big proponent of the trail.

MOTION #5787 by Councilor Szewczak, seconded by Councilor Muller to suspend the rules to address under Miscellaneous Items A1 through A3, B1 through B5, E, F, G, H, I, J, K, L, M and N.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5787** adopted 10-0-0.

Councilor Riley stated the First Readers is having their drive-thru ceremony on May 24th. She noted it will be in three waves – 5:30, 6:30 and 7:30 p.m. She thanked Councilor Cressotti, Walter Kruzel, Jonathan LeBlanc, Kristen Raiche, and Adrienne Snow for their help in putting the bags together. She noted over 300 students were certified as first readers.

TOWN MANAGER REPORT & COMMUNICATIONS

Mr. Bromson stated he will be sure that Councilor Bosco will be provided an answer concerning the industrial park.

Mr. Bromson stated at the first meeting in June, the Deputy Commissioner of DOT, Gary Eucalitto, will be present to address the rails to trails.

He stated the Enfield Farmers Market will have its opening day on Sunday, June 6 from 10:00 a.m. to 2:00 p.m.

Chairman Ludwick questioned when they can expect to have the presentations on the three referendums, and Mr. Bromson stated they will confirm that date.

TOWN ATTORNEY REPORT & COMMUNICATIONS

Attorney Tallberg stated in two days the remaining 50% of the 100 executive orders are set to expire. He noted on May 13th the Legislature passed an extension of the Governor's executive order powers up until July 20th with a caveat – any new executive orders that get extended may be overridden by the Legislature. He stated today there was an announcement that new mask rules will be issued, and its reported there will no longer be a mask requirement outdoors and indoors if

a person is vaccinated. He noted they have also heard that most of the business restrictions will end May 19th. He stated he can provide an update at the next meeting.

Chairman Ludwick stated his understanding they are still in a declaration of emergency, and Attorney Tallberg responded yes, and they will remain in that emergency status until July 20th.

REPORT OF SPECIAL COMMITTEES OF THE COUNCIL

No reports were submitted.

OLD BUSINESS

Item A. remained tabled.

NEW BUSINESS

There were no New Business items.

ITEMS FOR DISCUSSION

All items have been moved to Miscellaneous.

MISCELLANEOUS

MOTION #5788 by Councilor Muller, seconded by Councilor Mangini to accept the Consent Agenda.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5788** adopted 10-0-0.

NOMINATION #5789 by Councilor Muller to reappoint Samantha Nolan (D) to the Enfield Culture and Arts Committee for a term which expires 5/31/2023.

MOTION #5790 by Councilor Szewczak, seconded by Councilor Muller to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5790** adopted 10-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Samantha Nolan reappointed to the Enfield Culture and Arts Committee by a 10-0-0 vote.

NOMINATION #5791 by Councilor Muller to reappoint Donna Hamre (U) to the Enfield Culture and Arts Committee for a term which expires 5/31/2023.

MOTION #5792 by Councilor Szewczak, seconded by Councilor Muller to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5792** adopted 10-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Donna Hamre reappointed to the Enfield Culture and Arts Committee by a 10-0-0 vote.

NOMINATION #5793 by Councilor Muller to reappoint Emily McIntosh (D) to the Enfield Culture and Arts Committee for a term which expires 5/31/2023.

MOTION #5794 by Councilor Unghire, seconded by Councilor Szewczak to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5794** adopted 10-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Emily McIntosh reappointed to the Enfield Culture and Arts Committee by a 10-0-0 vote.

NOMINATION #5795 by Councilor Mangini to reappoint Yvonne Wollenberg (U) to the Library Board of Trustees for a term which expires 12/31/2023.

MOTION #5796 by Councilor Muller, seconded by Councilor Szewczak to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5796** adopted 10-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Yvonne Wollenberg reappointed to the Library Board of Trustees by a 10-0-0 vote.

NOMINATION #5797 by Councilor Bosco to appoint Nelson Correia (R) to the Planning and Zoning Commission as an Alternate for a term which expires 12/31/2023.

MOTION #5798 by Councilor Szewczak, seconded by Councilor Unghire to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5798** adopted 10-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Nelson Correia appointed to the Planning and Zoning Commission as an Alternate by a 10-0-0 vote.

RESOLUTION #5799 by Councilor Muller, seconded by Councilor Riley.

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

TO:	Vehicles		
	Light/Medium Vehicle Replacement	31008856-573200	\$57,345.00

FROM:	Freshwater Pond Other Equipment	31008502-573900	\$50,000.00
FROM:	CIP Revenue 2015 Auction Proceeds	31042015-417027	\$ 7,345.00

CERTIFICATION: I hereby certify that the above-stated funds are available as of May 17, 2021.

/s/ John Wilcox, Director of Finance

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5799** adopted 10-0-0.

RESOLUTION #5800 by Councilor Mangini, seconded by Councilor Muller.

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

GENERAL FUND

FROM:	TO:
10800092-593010 General Fund-Unallocated-Transfers to Capital \$100,000	10040000-499000 General Fund Rev - Approp. Fund Balance \$100,000

CAPITAL AND NON-RECURRING FUND

FROM:	
31002809-545000 Splashpad Parkman-Const. Svcs. \$100,000	31042022-480001 CIP Fund Revenue FY2021-22 Gen. Fund Transfers In \$100,000

CERTIFICATION: I hereby certify that the above-stated funds are available as of May 11, 2021.

/s/ John Wilcox, Director of Finance

Mr. Bromson stated they may have to go out to bid to get a quality product.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5800** adopted 10-0-0.

RESOLUTION #5801 by Councilor Muller, seconded by Councilor Riley.

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

GENERAL FUND

FROM:

10800092-593010
General Fund-Unallocated-
Transfers to Capital \$200,000

TO:

1040000-499000
General Fund Revenue-
Approp. Fund Balance \$200,000

CAPITAL AND NON-RECURRING FUND

FROM:

31008208-545000
Higgins Park Playscape-
Construction Services \$200,000

TO:

31042022-480001
CIP Fund Revenue FY21-22-
Gen Fund Transfers In \$200,000

CERTIFICATION: I hereby certify that the above-stated funds are available as of May 11, 2021.

/s/ John Wilcox, Director of Finance

Mr. Bromson estimated this will be completed in six to eight weeks.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5801** adopted 10-0-0.

RESOLUTION #5802 by Councilor Muller, seconded by Councilor Riley.

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

TO: Police Services

Overtime	10200500-514000	\$50,000
Medicare	10200500-522100	\$ 725

FROM: General Fund Revenue

Appropriated Fund Balance	1040000-499000	\$50,725
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CERTIFICATION: I hereby certify that the above-stated funds are available as of May 12, 2021.

/s/ John Wilcox, Director of Finance

Mr. Bromson stated they leased 800 Enfield Street for the purpose of the drive-thru tellers, so that residents can do business during Covid. He noted the Town entered into a two-year contract with an option to purchase that building. He noted the Tax and Assessors' offices have moved to that location. He noted there is also space to accommodate the Lamagna Center police substation in the Enfield Express building. He explained it is planned to have one four-hour shift per day, four days per week. He noted this will be in addition to the regular patrols in Thompsonville. He stated this will not replace the Thompsonville walking patrols, and there's \$75,000 available July 1st for those patrols in addition to the regular patrols. He stated this is a commitment to a safe and peaceful Thompsonville and downtown area. He noted this is the first step, and there will be another phase for Council consideration for a more permanent solution for the substation.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5802** adopted 10-0-0.

RESOLUTION #5803 by Councilor Muller, seconded by Councilor Cressotti.

RESOLVED, that the Town Council of the Town of Enfield does hereby appropriate LOCIP Grant Funds in the amount of \$320,000 for the following purpose in accordance with the 2021-2022 Annual Operating and Capital Budget:

Orlando Drive Culvert \$320,000

Mr. Bromson stated this was spurred by an emergency a couple years ago when there was erosion, but additionally the culvert under Orlando is in risk of failing, and it needs to be addressed. He noted this was all contained in the budget.

Councilor Mangini questioned if the \$320,000 is for the Orlando Drive culvert project, and Mr. Bromson responded yes.

Councilor Mangini questioned if they are taking money from other accounts. Mr. Wilcox explained in the original budget every year one of the State's revenue sources to towns is the Local Capital Improvement Program, and the Town gets around \$320,000 every year with that revenue. He noted typically, in the past, the Town has been designating the Roads 2015 project as the project which the Town would fund with that money. He stated they must tell the State what they are going to fund with that money. He noted there was a little uncertainty about the amount this year, so they did not do that in the original budget, so when they decided that the Orlando project could be used for that, they are now appropriating the revenue for that, and they are adding the money to the other accounts, so they are increasing the expenditure budget for Celebrations and Special Events, the Cemetery Association, the Historical Society, and the National League of Cities. He stated they would then be reducing the amount of Fund Balance that they are using for the rest of it.

Councilor Bosco expressed appreciation for this work getting done.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5803** adopted 10-0-0.

RESOLUTION #5804 by Councilor Muller, seconded by Councilor Szewczak.

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

GENERAL FUND

FROM:

10800092-593010 \$320,000
General Fund – Unallocated-Transfers
To Capital

TO:

10700715-589000 \$39,000
Enfield Cemetery Assoc – Misc Expenditures

10700716-589000 \$17,800
Enfield Historical Society – Misc Expenditures

10700725-589000 \$ 3,900
Nat'l League of Cities Misc Expenditures

10700725-589000 \$65,000
Celebrations & Special Events – Misc Expenditures

10040000-499000 \$194,300
Gen Fund Rev – Appropriated Fund Balance

CAPITAL AND NON-RECURRING FUND

FROM:

31042022-413251 \$320,000
CIP Fund Revenue FY2021-2022 –
State of CT-LOCIP

TO:

31042022-480001 \$320,000
CIP Fund Revenue FY21-2022- Gen Fund
Transfer In

CERTIFICATION: I hereby certify that the above-stated funds are available as of May 11, 2021.

/s/ John Wilcox. Director of Finance

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5804** adopted 10-0-0.

RESOLUTION #5805 by Councilor Muller, seconded by Councilor Riley.

WHEREAS, the Hazardville Institute Conservancy Society, Inc. currently has a 99-year lease agreement for the Hazardville Institute with the Town of Enfield; and

WHEREAS, the Hazardville Institute Conservancy Society, Inc. recently received a Historic Restoration Fund Grant from the State of Connecticut's Department of Economic & Community Development to assist in the rehabilitation of the Hazardville Institute; and

WHEREAS, as condition of the grant, the owner agrees that it will execute and file on the land records of Enfield an "Easements, Declaration of Covenants, and Declaration of Preservation Restrictions" for a term of 15 years.

NOW, THEREFORE, BE IT RESOLVED, that the Enfield Town Council authorizes the Town Manager to sign the Easements, Declaration of Covenants, and Declaration of Preservation Restrictions.

Mr. Tereso explained the Hazardville Institute Conservancy Society received a \$100,000 matching grant from the State's Historic Preservation Office this past year, and that funding will be used to reimburse the Hazardville Institute Conservancy Society on this next phase of rehabilitation work. He noted that work mainly consists of energy efficiency improvements and utility upgrades for the facility. He stated under the terms of this agreement, the Institute will continue to assume the maintenance of the property and preserve and maintain the historic and architectural qualities of the building for the next 15 years. He pointed out the Town needs to be a party to the agreement because the Town is the owner of the building.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5805** adopted 10-0-0.

RESOLUTION #5806 by Councilor Muller, seconded by Councilor Riley.

WHEREAS, Connecticut Green Bank, a Connecticut quasi-public state agency, has conducted site visits to various facilities in the Town of Enfield; and

WHEREAS, Green Bank has provided the Town with a letter of intent to negotiate in good faith, over a period of 360 days, to reach an agreement for solar photovoltaic systems on the clients premises; and

WHEREAS, this letter of intent does not constitute a legal or binding agreement between the parties; and

WHEREAS, the Town of Enfield may terminate negotiations for any reason or no reason by notifying the Green Bank in writing.

NOW, THEREFORE, BE IT RESOLVED, that the Enfield Town Council does authorize the Town Manager to sign the letter of intent with Connecticut Green Bank, pursuant to the review of the Town Attorney.

Ms. Purciello stated this allows the Town Manager to sign a letter of intent with Connecticut Green Bank. She noted this is not a legal agreement or contract. She stated over the past few months, the Town has been working with Green Bank, and they worked with DPW to go to various sites around town to look at roofs and where they could install solar panels on a roof. She noted they would have to submit projects to Eversource by mid-June to see if Eversource would provide Connecticut Green Bank incentives to do the Town's project. She stated the timeline for the actual contract would not be until the late fall or winter of this year. She noted this is simply to let them explore the projects to see if this is something that makes sense for the town.

Councilor Bosco stated he does not believe in drilling any holes in a brand-new roof. He noted companies might offer guarantees, but there is no guarantee that company will be in business in the future.

Mr. Bromson recommended going forward and pointed out the Town is not committing at this point, and they would not enter into a contract unless they were satisfied with the warranty.

Councilor Szewczak stated the Enfield High School roof was supposed to be ready for solar. She stated her belief the Town should be open-minded and look at solar energy.

Councilor Muller stated his belief they do not drill into roofs, but rather they use something like patio blocks to mount the solar panels.

Chairman Ludwick stated this is not a binding agreement. He noted if they come back with recommendations, there will be another presentation before the Town Council.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5806** adopted 8-2-0, with Councilors Bosco and Sferrazza voting against the resolution.

RESOLUTION #5807 by Councilor Mangini, seconded by Councilor Muller.

WHEREAS, the Town of Enfield owns the property located at 165 Weymouth Road, (Edgar H. Parkman School); and

WHEREAS, the Town Council has adopted Resolution No. 5759 funding the construction of a splash pad on the premises of Parkman School; and

WHEREAS, the Enfield Town Council must refer this proposed improvement to the Planning and Zoning Commission for a report in conformance with the requirements of Connecticut General Statute 8-24.

NOW, THEREFORE, BE IT RESOLVED, that the proposed improvement listed above is referred to the Planning and Zoning Commission in conformance with the requirement of Connecticut General Statute 8-24.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5807** adopted 10-0-0.

RESOLUTION #5808 by Councilor Muller, seconded Szewczak.

WHEREAS, the Town of Enfield (Town) owns the property located at 820 Enfield Street and

WHEREAS, the Town intends to construct a new full size outdoor basketball court; and

WHEREAS, the Town intends to construct a new playground; and

WHEREAS, the Town intends to construct a new walking path around the perimeter of Higgins Park; and

WHEREAS, the Enfield Town Council must refer this proposed improvement to the Planning and Zoning Commission for a report in conformance with the requirements of Connecticut General Statute 8-24

NOW, THEREFORE, BE IT RESOLVED, that the proposed improvement listed above is referred to the Planning and Zoning Commission in conformance with the requirements of Connecticut General Statute 8-24.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5808** adopted 10-0-0.

PUBLIC COMMUNICATIONS

There were no comments from the public.

COUNCILOR COMMUNICATIONS

Mr. Bromson stated there will be a full report on the JFK building project at an upcoming meeting.

ADJOURNMENT

MOTION #5809 by Councilor Unghire, seconded by Councilor Mangini to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5809** adopted 10-0-0, and the meeting stood adjourned at 8:27 p.m.

Respectfully submitted,

Sheila M. Bailey
Town Clerk
Clerk of the Council

Jeannette Lamontagne
Secretary to the Council

ENFIELD TOWN COUNCIL
REQUEST FOR TRANSFER OF FUNDS

RESOLUTION NO. _____

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

TO: Town Clerk

Technical Services	10160100-534000	\$7,500
--------------------	-----------------	---------

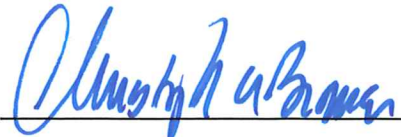
FROM: General Fund Revenue

Miscellaneous State Revenue	10040000-413699	\$7,500
-----------------------------	-----------------	---------

CERTIFICATION: I hereby certify that the above-stated funds are available as of



John Wilcox, Director of Finance

APPROVED BY:  _____ **Town Manager**

Date: 5/12/21

CConsent Agenda Item 2
Appended to the minutes of
the May 17, 2021 Regular Town
Council Meeting. See Page 4

ENFIELD TOWN COUNCIL

REQUEST FOR TRANSFER OF FUNDS

RESOLUTION NO. _____

**Resolution to Authorize the Carry Forward of Unspent Funds from the Historic
Document Preservation Grant**

RESOLVED, that the Finance Director is authorized to carry forward unspent funds from the Fiscal Year 2020/2021 Historic Documents Preservation Grant expenditure accounts in Org Code 10160100 into the next fiscal year until all monies are spent.

Prepared by: Sheila M. Bailey, Town Clerk
Date Prepared: April 28, 2021

Consent Agenda Item 3
Appended to the minutes of
the May 17, 2021 Regular Town
Council Meeting. See Page 4

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

RESOLVED, that in accordance with Chapter V, Section 14 of the Town Charter,
the rate of pay for the following position will be increased to the following:

Zoning Enforcement Officer

\$62,500 effective May 17, 2021



TOWN OF ENFIELD

May 27, 2021

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Request for Transfer of Funds for the Family Resource Center \$1,000.

Highlights:

- The Family Resource Center received a donation of \$1,000 from the EIS Foundation/Schwarz and Weiss Families
- The donation is designated to support children in Enfield and will be used to create Summer Wellness Bags for children attending Enfield Child Development Center.
- The donation has been deposited into Miscellaneous Income/Donations.
- The Other Supplies/Materials account needs to be increased by \$1,000 to fund the expenses associated with this donation.

Budget Impact:

There is no budget Impact.

Recommendation:

That the Town Council approve the attached Resolution.

Respectfully Submitted,

Cynthia Guerri
Director of Social Services

Attachments:

1. Resolution

ENFIELD TOWN COUNCIL
REQUEST FOR TRANSFER OF FUNDS

RESOLUTION NO. _____

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

TO: Family Resource Center

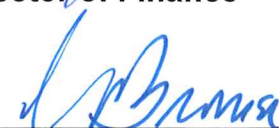
Other Supplies and Materials	22040470 561900	\$1,000
------------------------------	-----------------	---------

FROM: Family Resource Center

Miscellaneous Contributions/Donations	22044470 417050	\$1,000
---------------------------------------	-----------------	---------

CERTIFICATION: I hereby certify that the above-stated funds are available as of May 27, 2021


John Wilcox, Director of Finance

APPROVED BY:  _____ Town Manager

Date: 6/2/21



TOWN OF ENFIELD

May 17, 2021

Honorable Members
Enfield Town Council
Enfield, Connecticut

Subject: Request for Transfer of Funds for Information Technology \$150,000

Councilors:

Highlights:

- IT received a one-time reimbursement of \$167,000 from national grant submitted for tech services provided in FY 2021.
- EPD Communications System upgrade approved by Public Safety Subcommittee 5/12/2021 estimated costs of \$127,000 - \$85,000 Equipment, \$42,000 Installation and Professional Services.
- Additional technology support services for IT staff augmentation due to retirement \$10,000.
- Additional technology support services for server upgrade of telecom system - \$13,000
- This is an extension of our current video surveillance system.
- Because this system ties into the EJOC the Town will be using Vulcan Security Technologies Bid Waiver from 2018.

Budget Impact:

There will be no impact on the town budget.

Recommendation:

That the Town of Enfield Town Council approve the attached resolution of authorization.

Respectfully Submitted,

Paul A. Russell
Chief Technology Officer
Information Technology

Attachments:

1. Resolution.

**ENFIELD TOWN COUNCIL
REQUEST FOR TRANSFER OF FUNDS**

RESOLUTION NO. _____

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

TO: INFORMATION TECHNOLOGY

Technology Services	24012100-553400	\$65,000
Technology Equipment	24012100-573400	\$85,000

FROM: INFORMATION TECHNOLOGY FUND

Misc. State Revenue	24040000-413699	\$150,000
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CERTIFICATION: I hereby certify that the above-stated funds are available as of May 22, 2021.



John Wilcox, Director of Finance

6/1/21

Date:

APPROVED BY: 

Christopher Bromson, Town Manager

6/2/21

Date:



TOWN OF ENFIELD

May 25, 2021

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolution Authorizing Town Manager to Make & Sign an Application and Execute Assistance Agreement with State of Connecticut Department of Housing for the 2021 Community Development Block Grant Small Cities Program

Councilors:

Highlights:

- Funds are currently available, on a competitive basis, through the federal Community Development Block Grant (CDBG) Small Cities Program administered by the Connecticut Department of Housing.
- The Town intends to apply for program funds of \$1,500,000 in partnership with the Enfield Housing Authority for Public Housing Modernization at the proposed Enfield Manor & Extension Housing Complex.
- A public hearing was held on June 2, 2021 regarding the proposed application.
- The Town is eligible to apply for this grant annually.

Budget Impact

The approval of the proposed resolution will have no impact on the Town's budget.

Recommendation:

That the Town Council adopts the attached state-required resolution.

Respectfully Submitted,

Nelson Tereso
Deputy Director of Economic & Community Development

Attachments

1. Resolution

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

**Resolution Authorizing Town Manager to Sign an Application
and Execute the Assistance Agreement with
State of Connecticut Department of Housing for the 2021 Community
Development Block Grant Small Cities Program**

WHEREAS, Federal monies are available under the Connecticut Small Cities Community Development Block Grant Program, administered by the State of Connecticut, Department of Housing pursuant to Public Law 93-383, as amended; and

WHEREAS, pursuant to Chapter 127c, and Part VI of Chapter 130 of the Connecticut General Statutes, the Commissioner of Housing is authorized to disburse such Federal monies to local municipalities; and

WHEREAS, it is desirable and in the public interest that the Town of Enfield make application to the State for \$1,500,000 in order to undertake a Small Cities Community Development Program and to execute an Assistance Agreement therefore, should one be offered.

NOW, THEREFORE, BE IT RESOLVED BY THE ENFIELD TOWN COUNCIL:

1. That it is cognizant of the conditions and prerequisites for State Assistance imposed by Part VI of Chapter 130 of The Connecticut General Statutes; and
2. That the filing of an application by the Town of Enfield in an amount not to exceed \$1,500,000 Public Housing Modernization is hereby approved, and that the Town Manager is hereby authorized and directed to file such Application with the Commissioner of the Department of Housing, to provide such additional information, to execute such other documents as may be required by the Commissioner, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an Agreement is offered, to execute any amendments, rescissions, and revisions thereto, and to act as the authorized representative of the Town of Enfield.

Date Prepared: May 25, 2021
Prepared By: Office of Community Development



TOWN OF ENFIELD

May 28, 2021

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolution Authorizing the Board of Education to Apply to the State of Connecticut Department of Homeland Security for Round 5 of the School Security Competitive Grant Program

Councilors:

Highlights:

- This proposal is a continuation of security improvements at Enfield Public Schools, and are not part of previous security projects.
- If the grant application is approved by The State in its entirety, The Town will be required to pay the total cost (\$98,790) for the two projects up front. The Town would receive a 70% reimbursement for these expenses.

Budget Impact:

If awarded the Town will have to appropriate the remaining 30% of the cost.

Recommendation:

That the Town of Enfield Town Council approve the attached resolution of authorization.

Respectfully Submitted,

Gary W. Harrison
Director of Safety & Security
Enfield Public Schools

Attachments:

1. Resolution.

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

**Resolution Authorizing the Board of Education to Apply to the
State of Connecticut Department of Homeland Security for Round 5 of the
School Security Competitive Grant Program**

RESOLVED, that the Enfield Town Council authorizes the Enfield Board of Education to submit a grant application to the State of Connecticut Department of Homeland Security as part of the School Security Competitive Grant Program.

Prepared by: Gary W. Harrison, Director of Safety & Security
Enfield Public School

Date Prepared: May 28, 2021



TOWN OF ENFIELD

May 28, 2021

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolution Authorizing the Board of Education to Apply to the State of Connecticut Department of Homeland Security for the Multi-Media Interoperable Communications Systems School Security Grant

Councilors:

Highlights:

- This proposal is a continuation of security improvements at Enfield Public Schools and are not part of previous security projects.
- If the grant application is approved by The State in its entirety, The Town will be required to pay the total cost (\$198,463.45) for this project up front.
- The Town would receive a 70% reimbursement for these expenses.

Budget Impact:

If awarded the Town will have to appropriate the remaining 30% of the cost.

Recommendation:

That the Town of Enfield Town Council approve the attached resolution of authorization.

Respectfully Submitted,

Gary W. Harrison
Director of Safety & Security
Enfield Public Schools

Attachments:

1. Resolution.

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

**Resolution Authorizing the Board of Education to Apply to the
State of Connecticut Department of Homeland Security for the
Multi-Media Interoperable Communications Systems
School Security Grant**

RESOLVED, that the Enfield Town Council authorizes the Enfield Board of Education to submit a grant application to the State of Connecticut Department of Homeland Security as part of the School Security Competitive Grant Program.

Prepared by: Gary W. Harrison, Director of Safety & Security
Enfield Public Schools
Date Prepared: May 28, 2021



TOWN OF ENFIELD

June 2, 2021

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolution Authorizing the Town Manager to Sign Eversource Year 10 RFP Bid Certification Form Affidavit of Owner of the Project Site

Councilors:

Highlights:

- CT Green Bank has executed a Letter of Intent with the Town of Enfield on 5/21/21. The Letter of Intent is a non-binding agreement that acknowledges the Town is participating in the SolarMAP program and enables the Green Bank to continuing developing the proposed projects.
- The Green Bank must submit proposed projects into the Eversource ZREC program to secure the state incentives needed for these projects. The ZREC program is a sized-based incentive program administered by the utilities.
- Green Bank has requested the Town, as the owner of the various project sites, to execute an Affidavit of Owner of the Project Site's Notarized Signature, Commitment and Acceptance Manager to allow them to submit to Eversource's ZREC program to bid the projects in for incentives.
- Town staff and the Town Attorney's Office is in the process of reviewing documents related to the Eversource program. Signature of bid certification is pursuant on outcome of review.
- In the Fall, after Green Bank runs the RFP for the construction partner, they will calculate the exact PPA rate for each project and meet with the Town with a final project proposal.

Budget Impact:

There is no budget impact.

Recommendation:

That the Town Council adopt the attached Resolutions.

Respectfully Submitted,

Kasia Purciello
Assistant Town Manager

Attachments:

1. Resolution

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

Resolution Authorizing the Town Manager to Sign Eversource Year 10 RFP Bid Certification Form Affidavit of Owner of the Project Site

WHEREAS, Connecticut Green Bank, a Connecticut quasi-public state agency, and the Town executed a letter of intent in May 2021 with regard to the installation of solar photovoltaic systems on Town-owned properties; and

WHEREAS, Eversource Energy has issued an RFP for the purchase of LRECs and ZRECs; and

WHEREAS, CEFIA Holdings, LLC has submitted a proposal/bid in response to Eversource Energy's RFP; and

WHEREAS, the Town, as the owner of the various project sites, has been requested to execute an Affidavit of Owner of the Project Site's Notarized Signature, Commitment and Acceptance.

NOW THEREFORE BE IT RESOLVED, that the Enfield Town Council does authorize the Town Manager to sign the above-referenced Affidavit of Owner, subject to staff review and Town Attorney review.

Date Prepared: June 2, 2021

McCarthy, Debra

From: noreply@civicplus.com
Sent: Sunday, May 16, 2021 3:34 PM
To: McCarthy, Debra
Subject: Online Form Submittal: Application for Vacancy on Boards, Agencies & Commissions

External Email: Use Caution when opening attachments or clicking links.

Application for Vacancy on Boards, Agencies & Commissions

Date	5/16/2021
First and Last Name	Emily Clifford
Address	8 Gordon Ln
City	Enfield
State	Connecticut
Zip	06082
Phone Number	8607160643
Second Phone:	8605809668
Email	dogearedpages@gmail.com
Occupation	Teacher
Occupation Phone Number	<i>Field not completed.</i>
Party Affiliation	Independent
Registered Voter	Yes
Name of the Board You Wish to Apply For:	Enfield Culture & Arts Commission
Appointment	Reappointment
Please outline your qualifications and how you feel you would contribute to the committee or commission:	I have served on this committee for the last two years and I love the mission of this group. I love to learn about all the different organizations in the town, helping to assess the mini-grant program, and help to plan art and culture events for residents.

Have you ever served on a Board, Commission or Agency in Enfield or elsewhere?

Yes

If so, please state name of board, commission or agency and time served:

Enfield Arts and Culture Commission, 2 years

If this is a reappointment, please list the number of meetings attended during the last 12 months:

9

If the committee or commission which you requested has no more vacancies, would you consider appointment to another committee or commission?

No

Email not displaying correctly? [View it in your browser.](#)

McCarthy, Debra

From: noreply@civicplus.com
Sent: Friday, May 28, 2021 12:50 PM
To: McCarthy, Debra
Subject: Online Form Submittal: Application for Vacancy on Boards, Agencies & Commissions

External Email: Use Caution when opening attachments or clicking links.

Application for Vacancy on Boards, Agencies & Commissions

Date	5/28/2021
First and Last Name	Virginia Higley
Address	48 Sapphire Street
City	Enfield
State	CT
Zip	06082
Phone Number	860.763.4373
Second Phone:	860.394.7073
Email	vhigley@sbcglobal.net
Occupation	Retired
Occupation Phone Number	Field not completed.
Party Affiliation	Democrat
Registered Voter	Yes
Name of the Board You Wish to Apply For:	Inland Wetlands and Watercourses Agency
Appointment	Field not completed.
Please outline your qualifications and how you feel you would contribute to the committee or commission:	I was trained as an IWWA agent by the state while working for the Town of Enfield. I bring experience to the Agency. I want to give back to my community.

Have you ever served on a Board, Commission or Agency in Enfield or elsewhere?

Yes

If so, please state name of board, commission or agency and time served:

IWWA and PZC

If this is a reappointment, please list the number of meetings attended during the last 12 months:

11

If the committee or commission which you requested has no more vacancies, would you consider appointment to another committee or commission?

No

Email not displaying correctly? [View it in your browser.](#)



TOWN OF ENFIELD

May 27, 2021

Honorable Members
Enfield Town Council
Enfield, Connecticut

Subject: Request for Transfer of Funds for Neighborhood Services Professional Services \$25,000.

Councilors:

Highlights:

- The Department of Social Services has not conducted strategic planning since 2012.
- To ensure for best utilization of resources in alignment with prioritization of community resident's needs a Plan should be done.
- Timely Plans provide direction and alignment with appropriate funders and grant opportunities to support the Plan strategies, thus reducing waste and creating efficiencies for service delivery.
- This Plan will be monitored by the Grant & Performance Manager under the Director's supervision.
- There are available funds in the FY 21 budget from a position that has been vacant for many months during the pandemic.
- The funds would be transferred into Other Professional Services so as to retain consultants to facilitate the planning process and produce a viable plan.

Budget Impact:

There will be no impact on the town budget.

Recommendation:

That the Town of Enfield Town Council approve the attached transfer.

Respectfully Submitted,

Cindy Guerreri, Director
Department of Social Services

Attachments:

1. Resolution

**ENFIELD TOWN COUNCIL
REQUEST FOR TRANSFER OF FUNDS**

RESOLUTION NO. _____

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

TO: Neighborhood Services

Other Professional Services	22040460-533900	\$25,000
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FROM: Neighborhood Services

Salaries	22040460-511000	\$ 25,000
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CERTIFICATION: I hereby certify that the above-stated funds are available as of June 7, 2021.



John Wilcox, Director of Finance



Date:

APPROVED BY: 

Christopher Bromson, Town Manager



Date:



TOWN OF ENFIELD

June 2, 2021

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Request for Transfer of Funds for Police Department \$523,480

Councilors:

Highlights:

- The Town of Enfield has expressed a desire to increase the current level of School Resource Officer Staffing with the addition of another full-time officer assigned to the JFK Middle School.
- The Town of Enfield has expressed a desire to create a dedicated, four-officer, community police unit to focus on the Thompsonville section of Enfield.
- In an effort to ensure the level of police service in other areas of town and other aspects of department operations are not negatively impacted, these five positions are in addition to the currently budgeted department staffing levels.

Budget Impact:

There will be no budget impact.

Recommendation:

It is recommended that the Town Council approve the attached resolution.

Respectfully Submitted,

Chief Alaric J. Fox
Enfield Police Department

Attachments:

1. Resolution

**ENFIELD TOWN COUNCIL
REQUEST FOR TRANSFER OF FUNDS**

RESOLUTION NO. _____

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

TO: Police Services

Salaries	10200500-511000	\$344,969
Overtime	10200500-514000	\$ 50,000
Health/Medical Insurance	10200500-521000	\$122,784
Medicare	10200500-522100	\$ 5,727

FROM: General Fund Revenue

Appropriated Fund Balance	10040000-499000	\$523,480
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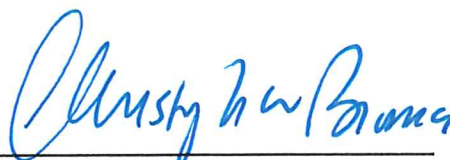
CERTIFICATION: I hereby certify that the above-stated funds are available as of June 2, 2021.



John A. Wilcox, Director of Finance

6/2/21

Date:



APPROVED BY: Christopher Bromson, Town Manager

6/2/21

Date:



TOWN OF ENFIELD

May 20, 2021

Honorable Members
Enfield Town Council
Enfield, Connecticut

Subject: Request for a Bid Waiver for the Purchase and Installation of a Splashpad at the Edgar H. Parkman School

Councilors:

Highlights:

- The Enfield Town Council has directed the Department of Public Works to purchase and install a splashpad at the Edgar Parkman School. The Council would like this splashpad to be operational for use during the summer of 2021.
- Public Works has identified a vendor, Seaspray LLC, which can design, manufacture, and install the splashpad in approximately 10 weeks. This would allow the facility to open in late July or early August. Unfortunately, Seaspray is not a member of any government purchasing cooperative or contract.
- Conducting a public procurement process would delay the project by at least several weeks, and Public Works does not believe that there is another vendor that can meet our timeline. Issuing a request for proposals will effectively delay the opening of the splashpad until 2022.
- Public Works therefore respectfully requests that the Council waive the public bidding requirements for this project.

Budget Impact:

There will be no impact on the town budget.

Recommendation:

That the Town of Enfield Town Council approve the attached resolution of authorization.

Respectfully Submitted,

Donald Nunes
Director, Department of Public Works

Attachments:

1. Resolution.

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

**Resolution Waiving the Bid Requirements for a
Splashpad at the Edgar H. Parkman School**

WHEREAS, the Council has determined that it is in the interests of the Town that a splashpad be installed at the Edgar H. Parkman School, and that such splashpad be opened for use during the summer of 2021; and

WHEREAS, conducting a competitive bidding process would add significant delays to the project which would delay opening until the summer of 2022.

NOW THEREFORE BE IT RESOLVED, that in accordance with Chapter V, Section 8, Paragraph (d) of the Enfield Town Charter, the Enfield Town Council does hereby determine that it is against the best interests of the Town to require competitive bidding for the construction of a splashpad at the Parkman School.

Date Prepared: May 20, 2021
Prepared by: The Department of Public Works



TOWN OF ENFIELD

May 11, 2021

Honorable Members
Enfield Town Council
Enfield, Connecticut

Subject: **Resolution to establish a special revenue fund for COVID-19**

Highlights:

- The Town has received or will receive funding from various State and Federal programs such as the CARES Act and the American Rescue Plan.
- The Town anticipates receiving additional substantial funds for COVID-19 relief from the American Rescue Plan.
- Most of these programs have specific requirements as to how the funds can be spent and reporting requirements to ensure the funds were spent appropriately.
- Having a stand-alone fund to account for all the activity will make it much easier to track the revenue and expenditures for reporting purposes.
- Funds received will be appropriated as allowed by the source of funding.

Recommendation:

Adoption of the attached resolution to create the COVID-19 special revenue fund.

Respectfully Submitted,

John A. Wilcox
Director of Finance

Attachments:

1. Resolution

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

**Resolution to Establish a Special Revenue Fund for
Covid-19 Relief Funds Received by the Town of Enfield**

WHEREAS, the Town of Enfield has received or will receive funding from various programs to provide relief for the COVID-19 pandemic; and

WHEREAS, many of these programs require reporting on the use of these funds; and

WHEREAS, the Town of Enfield wishes to create a special revenue fund for the purpose of accounting for all funds received for COVID-19 relief; and

WHEREAS, the special revenue fund will accumulate the pandemic relief funds and will allow expenditures of such funds as permitted pursuant to such programs.

NOW THEREFORE BE IT RESOLVED, that the Enfield Town Council does hereby establish the COVID-19 Special Revenue Fund effective immediately.

Date Prepared: May 11, 2021

Prepared by: Gregg Simmons, Treasurer & Deputy Director of Finance



TOWN OF ENFIELD

June 7, 2021

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolution to Appoint Members to the Tax Increment Financing Advisory District Committee

Highlights:

- The TIF Midtown Master Plan was adopted on June 3, 2019, and recently amended on April 19, 2021.
- With the newly revised TIF Midtown Master Plan, the Town now has funding available for reinvestment.
- The TIF Policy requires that a TIF advisory committee be established to offer guidance to the Town Council for approving projects to be funded.
- The TIF Advisory Committee shall be comprised of 2 Town Council member, and 1 member each from the Economic Development commission, Conservation Commission and Planning and Zoning Commission

Budget Impact:

There is no budget impact.

Recommendation:

The Director of Development Services recommends that the Town Council adopt the attached Resolution.

Respectfully Submitted,

Laurie Whitten, AICP
Director of Development Services

Attachments:

1. Resolution

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

**Resolution Appointing Members of the Tax Increment Financing
Advisory Committee**

WHEREAS, on April 5, 2021 Enfield Town Council modified the Advisory Committee membership provisions of the Tax Increment Financing (TIF) Policy, Town Council Resolution No. 5739.

NOW THEREFORE BE IT RESOLVED, that in accordance with Resolution No. 5739 the Enfield Town Council hereby appoints the following individuals to the TIF Advisory Committee:

Kelly Hemmeler	Town Council
Cythia Mangini	Town Council
Richard Stroiney	Economic Development Commission
William Cote	Conservation Commission
Francis Alaimo	Planning and Zoning Commission

Date Prepared: April 8, 2021
Prepared By: Laurie Whitten, Director of Development Services



TOWN OF ENFIELD

May 27, 2021

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolution to Withdraw the CDBG Shelter Diversion Application Submitted to the Connecticut Department of Housing.

Councilors:

Highlights:

- The Town Department of Social Services submitted an application for a second round of funding for the State Department of Housing, CDBG Homeless Shelter Diversion Program on May 22, 2020. To date there is no official communication as to the status of this application. The original grant ended December 31, 2020.
- The CDBG Division of the DOH has stated that beyond the current potential funding cycle there will be no continuation funding available to sustain the original statewide pilot Shelter Diversion Program.
- Grant recipients are required to be an active member of the Greater Hartford Coordinated Access Network and to serve people outside of Enfield, beyond the original I91 corridor of regional communities identified in the application.
- The Social Services Department has, and will continue to serve Enfield residents who are experiencing homelessness/near homelessness by providing triaging and case management support to assist people in reducing barriers they face, and increase likelihood for safe, permanent housing. DSS works closely with the Enfield Warming Center during the cold-weather months to assist Enfield people in their Center.
- The Town FY 22 Adopted Budget does not contain any grant revenue or expense for this program since it was unknown as to the status of the application.

Budget Impact:

There is no impact to the town budget.

Recommendation:

That the Town Council approve the attached resolution.

Respectfully Submitted,

Cindy Guerreri
Director of Social Services

Attachments:

1. Resolution

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

**Resolution to Withdraw CDBG Shelter Diversion Application
Submitted to the Connecticut Department of Housing**

RESOLVED, that the Town Manager or his designee, is authorized to withdraw the application made by the Town of Enfield Department of Social Services on May 22, 2020 for the Shelter Diversion program.

Prepared By: Cindy Guerreri, Director of Social Services
Date Prepared: June 7, 2021



TOWN OF ENFIELD

May 25, 2021

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolution Authorizing the Town to utilize Funds from Revenue for the Town-wide Community Garden Locations

Councilors:

Highlights:

- The Enfield Town Council previously authorized Enfield Development Services to establish a Revenue Account for the Thompsonville Community Garden which allows residents and businesses to submit plot fees and donations to the Thompsonville Community Garden Fund.
- The Town has recently expanded its Community Garden location from 1 Community Garden in Thompsonville to a total of 6 Community Garden locations town wide.
- As part of its Community Garden Expansion efforts, the Town is seeking Town Council approval which specifies that any community garden donations can be committed to the purchase of tools, materials, and equipment at all the Town-wide Community Garden locations and may be paid from Revenue Account 23406116.

Budget Impact:

There is no budget impact.

Recommendation:

That the Town Council authorizes that Revenue Account 23406116 can be committed to the purchase of tools, materials, and equipment at all the Town-wide Community Garden locations.

Respectfully Submitted,

Nelson Tereso
Deputy Director of Economic & Community Development

Attachments:

1. Resolution (1)

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

**Resolution Authorizing the Town to Utilize Funds from Revenue for the
Town-Wide Community Garden Locations**

WHEREAS, the Enfield Town Council previously authorized the creation of a Revenue Account for the Thompsonville Community Garden which allows residents and businesses to submit plot fees and donations; and

WHEREAS, the Town has recently expanded its Community Garden locations; and

WHEREAS, the Town currently purchases tools, materials, and equipment for the Thompsonville Community Garden location from Revenue Account 23406116.

NOW THEREFORE, BE IT RESOLVED, that the Enfield Town Council authorizes that any community garden revenues received by the Town can be committed to the purchase of tools, materials, and equipment to be used at all the Town-wide Community Garden locations and may be paid from Account 23406116.

Prepared by: Nelson Tereso,
Deputy Director of Economic & Community Development
Date Prepared: May 25, 2021



TOWN OF ENFIELD

June 7, 2021

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolution Setting a Public Hearing for the 2021 Neighborhood Assistant Act

Councilors:

Highlights

- The Neighborhood Assistance Act (NAA) is a State program which allows non-profit organizations and government agencies to solicit private sector enterprises for donations to support specific community service projects.
- In return, those businesses can claim a State business tax credit. In order for a specific community service project to be eligible for the State business tax credit, an application must first be submitted from the sponsoring organization to the Enfield Town Council for approval.
- Council-sanctioned applications are subsequently forwarded to the State Department of Revenue Services for final approval.
- Three agencies have applied for the program.

Budget Impact:

None

Recommendation:

It is recommended that the Town Council approve the attached resolution.

Respectfully Submitted,

Christopher W. Bromson
Town Manager

Attachments:

1. Resolution

**ENFIELD TOWN COUNCIL
RESOLUTION NO. _____**

Resolution Regarding Setting Public Hearing for Neighborhood Assistance Act

WHEREAS, the Town Council of the Town of Enfield values the opinions and comments of its constituents; and

WHEREAS, any elector or taxpayer may have an opportunity to be heard regarding the 2021 Neighborhood Assistance Act proposals; and

NOW THEREFORE IT BE RESOLVED, that the Enfield Town Council will hold a Public Hearing in the Enfield Town Hall Council Chambers, 820 Enfield Street, Enfield, Connecticut on Monday, Monday June 21, 2021, at 6:50 p.m. to allow interested citizens an opportunity to express their opinion regarding the 2021 Neighborhood Assistance Act proposals.

Date Prepared: May 24, 2021
Prepared By: Town Manager's Office