



**AGENDA
ENFIELD TOWN COUNCIL
REGULAR MEETING**

Monday, June 21, 2021
7:00 PM - Council Chambers
<https://youtu.be/u1HShKo93i8>

6:50 – Public Hearing, Neighborhood Assistance Act

1. **PRAYER – Gina Cekala**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL.**
4. **FIRE EVACUATION ANNOUNCEMENT.**
5. **MINUTES OF PRECEDING MEETINGS.**
 - **Special Meeting – June 7, 2021**
 - **Regular Meeting – June 7, 2021**
6. **SPECIAL GUESTS.**
7. **PUBLIC COMMUNICATIONS AND PETITIONS.**
8. **COUNCILOR COMMUNICATIONS AND PETITIONS.**
9. **TOWN MANAGER REPORT AND COMMUNICATIONS.**
 - **Projects and Activities Report**
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)
 - B. **Discussion/Resolution:** Resolution Authorizing the Town Manager to Sign Eversource Year 10 RFP Bid Certification form Affidavit of Owner of the Project Site. (Tabled 06/07/21)
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 Development Services Code Enforcement Postage \$2,000.
- 2. **Discussion/Resolution:** Resolution Authorizing the Town Manager to Sign an Application for and Enter into an Agreement with the LEGO Community FUND US for the Family Resource Center Annual Grant.

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

- 1. ****Inland Wetlands and Watercourse Agency –** The Term of Office of Robert Hendrickson (R) Expires 06/30/2021. Reappointment or Replacement Would be Until 06/30/2025.
- 2. ****Inland Wetlands and Watercourse Agency – Alternate -** The Term of Office of Marie Pyznar (R) 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 Family Resource Center \$125,140.

F. ****Discussion/Resolution:** Request for Transfer of Funds for Development Services \$18,274.

G. ****Discussion/Resolution:** Request for Transfer of Funds for Public Works \$57,500.

H. ****Discussion/Resolution:** Request to Adjust Social Services Contributions to Boards, Commission and Agencies \$50,346.

I. ****Discussion/Resolution:** Resolution Amending the Senior Center Manager and Recreations Manager Job Descriptions.

J. ****Discussion/Resolution:** Resolution Authorizing the Town Manager to Enter into a Purchase and Sale Agreement with Bellsite Development.

K. ****Discussion/Resolution:** Resolution to Settle Pending Property Tax Appeal Bellsite Development LLC v. Town of Enfield.

L. ****Discussion/Resolution:** Resolution Cancelling Selected Regular Meetings in July and August of 2021.

- M. **Discussion/Resolution:** Resolution Authorizing the Town Manager to Submit an Application to the State of Connecticut for the 2021 Neighborhood Assistance Act.
 - N. **Discussion/Resolution:** Resolution Setting a Public Hearing for the Proposed Reconstruction and Repair of Various Town Roads and Roadside Elements.
 - O. **Discussion/Resolution:** Resolution Setting a Public Hearing for the Proposed Recreation Enhancements to Higgins Park and other Town Locations.
 - P. **Discussion/Resolution:** Resolution Setting a Public Hearing for the Proposed Roof Replacement on Various Town and School Buildings.
 - Q. **Discussion/Resolution:** Resolution Setting a Public Hearing for the Public Safety Complex Addition.
- 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**
-

OFFICE OF THE TOWN MANAGER

Date: June 21, 2021

To: Michael Ludwick, Mayor

From: Christopher Bromson, Town Manager

Re: PUBLIC HEARING GROUND RULES – A Public Hearing has been scheduled to allow interested citizens an opportunity to express their opinions regarding the 2021 NEIGHBORHOOD ASSISTANCE ACT PROPOSALS.

1. Roll Call.
2. READ BY MAYOR: The following Notice of Public Hearing was published in the Hartford Courant, Friday, June 11, 2021.

TOWN OF ENFIELD LEGAL NOTICE

NOTICE IS HEREBY GIVEN that the Enfield Town Council will hold a PUBLIC HEARING in the Enfield Town Hall Council Chambers, 820 Enfield Street, Enfield, Connecticut on 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.

For more information, contact the Office of the Town Manager at 860-253-6350 or townmanager@enfield.org.

Dated this 11th day of June, 2021
Sheila M. Bailey, Town Clerk

3. Announce Ground Rules for Public Hearing:
 - a. There is no time limit, but I ask that each person not take up too much time, so that everyone will have an opportunity to speak.
 - b. After each person, who desires, has had one chance to speak, I shall permit those individuals who desire a second chance.
 - c. After those individuals who desire to speak a second time, I shall permit those individuals who desire a third, fourth, etc., time.
 - d. Please refrain from personalities.

PUBLIC NOTICES

NOTICE TO CREDITORS

ESTATE OF Danny Lee Ecton (21-0184)

The Hon. Sean Michael Peoples, Judge of the Court of Probate, District of Bristolbury - Hebron Probate Court, by decree dated June 8, 2021, ordered that all claims must be presented to the fiduciary at the address below. Failure to promptly present any such claim may result in the loss of rights to recover on such claim.

Mary M. MacGregor, Chief Clerk

The fiduciary is:
Victor N. Champ
c/o GUSTAVUS ADOLPHUS LARGE, GUS
JUDGE ATTORNEY AT LAW, 225 OAKLAND
ROAD, SUITE 405, SOUTH WINDSOR, CT
06074
6/11/2021 6971786

NOTICE TO CREDITORS

ESTATE OF Ulanes C. Sullivan (21-00175)

The Hon. Barbara Gardner Riordan, Judge of the Court of Probate, District of Tolland - Mansfield Probate Court, by decree dated June 8, 2021, ordered that all claims must be presented to the fiduciary at the address below. Failure to promptly present any such claim may result in the loss of rights to recover on such claim.

Patrice Maycock-Lusa, Clerk

The fiduciary is:
Deborah Brunell, 141 Shea Avenue,
Belcherstown, MA 01007
6/11/2021 6971415

TOWN OF ENFIELD LEGAL NOTICE

NOTICE IS HEREBY GIVEN that the Enfield Town Council will hold a PUBLIC HEARING in the Enfield Town Hall Council Chambers, 820 Enfield Street, Enfield, Connecticut on Monday, June 21, 2021, at 6:30 p.m. to allow interested citizens an opportunity to express their opinion regarding the 2021 NEIGHBORHOOD ASSISTANCE ACT PROPOSALS.

For more information, contact the Office of the Town Manager at 860-253-0350 or townmanager@enfield.org.
Dated this 11th day of June, 2021.
Shelia M. Bailey, Town Clerk
6/11/2021 6972225

TOWN OF ENFIELD LEGAL NOTICE

NOTICE IS HEREBY GIVEN that, on Monday, June 7, 2021 in accordance with Section 7-255 of the Connecticut General Statutes, the ENFIELD SEWER AUTHORITY/WATER POLLUTION CONTROL AUTHORITY, adopted the SEWER SERVICE FEE SCHEDULE AND SEWER CONNECTION FEES for the FISCAL YEAR 2021-2022.

The adopted charges were filed in the office of the town clerk on June 8, 2021. Payment is due upon issuance of a permit or receipt of a bill. Any appeals must be filed with the Enfield Sewer Authority/Water Pollution Control Authority within twenty-one days after the filing date.
Shelia M. Bailey, Town Clerk
6/11/2021 6972221

NOTICE TO CREDITORS

ESTATE OF Harriet J. Ackley (21-00146)

The Hon. Barbara Gardner Riordan, Judge of the Court of Probate, District of Tolland - Mansfield Probate Court, by decree dated June 8, 2021, ordered that all claims must be presented to the fiduciary at the address below. Failure to promptly present any such claim may result in the loss of rights to recover on such claim.

Patrice Maycock-Lusa, Clerk

The fiduciary is:
Kerry Landeck, 311 Spring Hill Road,
Storrs/Mansfield, CT 06268
Daniel Austin, 311 Spring Hill Road,
Storrs/Mansfield, CT 06268
6/11/2021 6971752

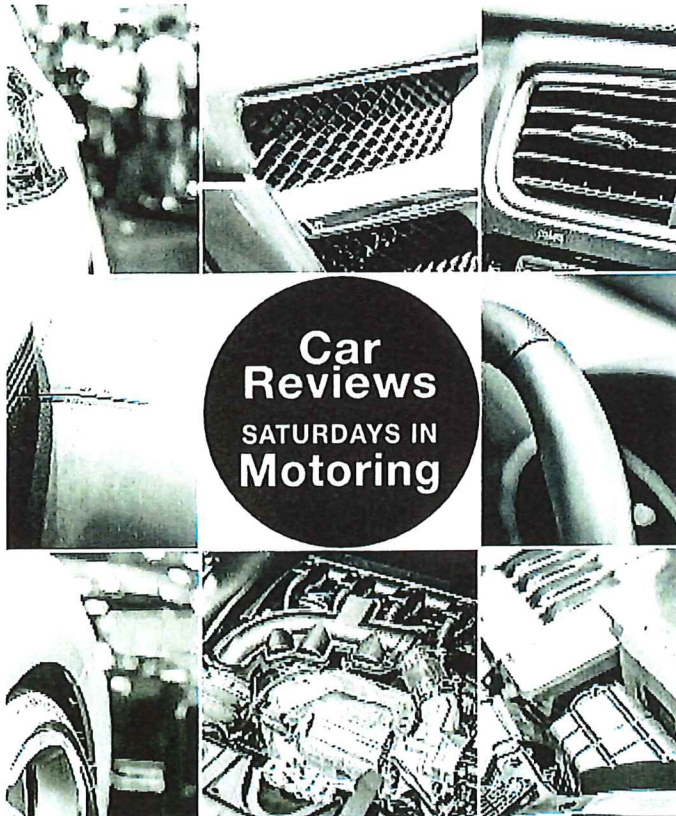
NOTICE TO CREDITORS

ESTATE OF Betty Jean Stroh (21-0285)

The Hon. David A. Baram, Judge of the Court of Probate, District of Tobacco Valley Probate Court, by decree dated June 8, 2021, ordered that all claims must be presented to the fiduciary at the address below. Failure to promptly present any such claim may result in the loss of rights to recover on such claim.

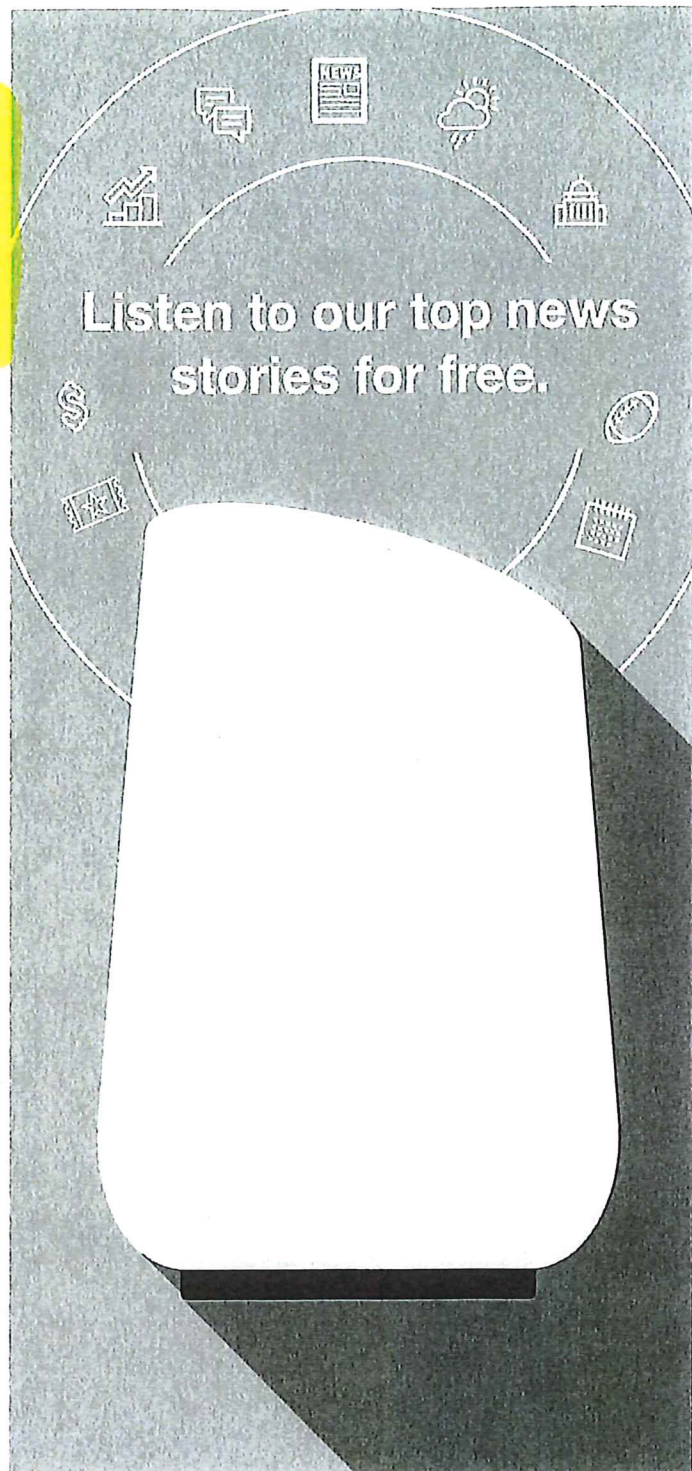
Louise A Taylor, Clerk

The fiduciary is:
PAUL A HUDON, ATLAS & HUDON, LLP 433
SOUTH MAIN STREET, PO BOX 270670,
WEST HARTFORD, CT 06127
June Shew, 184 Sunset Road, East
Hartford, CT 06027
6/11/2021 6972227



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**ENFIELD TOWN COUNCIL
MINUTES OF A SPECIAL MEETING
MONDAY, JUNE 7, 2021**

A Special Meeting of the Enfield Town Council was called to order by Chairman Ludwick on Monday, June 7, 2021. The meeting was called to order at 5:30 p.m.

ROLL-CALL – Present were Councilors Cekala, Hemmeler, Ludwick, Mangini, Muller, Riley, Sferrazza, and Unghire. Councilor Szewczak joined at 6:00 p.m. open session. Councilors Bosco, and Cressotti were absent. Also present were Town Manager, Christopher Bromson; Assistant Town Manager, Kasia Purciello; Town Clerk, Sheila Bailey; Town Attorney, James Tallberg

MOTION #5810 by Councilor Mangini seconded by Councilor Muller to go into Executive Session to discuss Pending Litigation and Real Estate Negotiations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5810** adopted 8-0-0.

EXECUTIVE SESSION

The Executive Session of the Enfield Town Council was called to order by Chairman Ludwick at 5:31 p.m.

ROLL-CALL - Present were Councilors Cekala, Hemmeler, Ludwick, Mangini, Muller, Riley, Sferrazza, and Unghire. Councilors Bosco, Cressotti and Szewczak were absent. Also present were Town Manager, Christopher Bromson; Assistant Town Manager, Kasia Purciello; Town Clerk, Sheila Bailey; Town Attorney, James Tallberg; Town Attorney Mark Cerrato; Deputy Director of Economic and Community Development, Nelson Tereso joined at 5:45 p.m. and left at 5:55 p.m.; and Director of Public Works, Donald Nunes joined at 5:55 p.m.

Chairman Ludwick reconvened the Special Meeting at 6:00 p.m. and stated during Executive Session the Council discussed Pending Litigation and Real Estate Negotiations with no action or votes being taken.

SPECIAL GUESTS

The following representatives from the Department of Transportation were present:

Garret Eucalitto, Deputy Commissioner
Richard Andreski, Bureau Chief-Public Transportation
John Bernick, Assistant Rail Administrator
Yure Kuljis, Assistant Rail Administrator
Julie Thomas, Supervising Rail Officer
Steve Curley, Supervising Rail Officer

Mr. Bromson noted this is a discussion on the rails to trails issue. He stated there was a lot of interest in this topic.

Mr. Eucalitto stated lots of communities focus on how they can utilize a freight line going through a community. He noted there are lots of different levels involved in this discussion because it is not just a State issue.

Mr. Andreski stated the DOT representatives present this evening are the key people that have a role in overseeing the operation that has been developed in the freight/rail system. He noted there is a deliberate approach that needs to be taken. He stated even if the freight rail service is very limited in nature and scope, it is protected as interstate commerce. He noted there is a rigorous process that needs to be followed to consider alternative uses of a rail corridor.

Mr. Bernick explained the current existing system, the operations and infrastructure. He noted this system is commonly known as the East Longmeadow Secondary and Central New England Railroad is the operator across that territory. He stated for most of the minor maintenance, including the majority of the track work, they rely on the freight operators to accomplish that and those are the terms of the lease that they have with them. He noted the bridges are inspected visually yearly, and they have load ratings done every three years. He stated any major maintenance that would be beyond the capability of the freight operator to handle would fall upon Connecticut DOT as part of their capital program based on priority.

Mr. Bernick spoke about how much state funding goes into the freight lines for either operations or capital. He referred to the capital side and noted that unless something shows up on their five-year capital program, they are not subsidized unless there is a bridge replacement or major bridge rehabilitation required, in which case CT DOT, as the owner, becomes responsible. He noted they do provide support in the form of scrap materials that come off the main rail line.

Mr. Eucalitto stated his understanding their agreement still provides a subsidy for operations whereby the operator will provide DOT with a portion of their revenues from the operation, and Ms. Thomas responded that is correct.

Ms. Thomas then explained the process for requests to use State property for trail use with the following steps:

Step 1 - Town Submittal to CT DOT:

Conceptual Trail Design

Preliminary layout

Points of pedestrian access to railroad right-of-way

Step 2 Information Sharing and Feasibility Analysis

- Review RR Val mapping
- Location of RR X-ings/turnout/yards/topography and site line impediments
- Safety considerations-protective barriers-safety improvements
- Existing operations and potential impact to future operations
- Legal/STB considerations/dual use/abandonment

Step 3 – Trail Design Development

Design approval process, entry permitting, agreements and legal processes

Step 4 – Next Steps

- Town request for trail use
- CT DOT Consultant Assessment

Councilor Mangini referred to Step 3 and stated her understanding at some point they will be looking at parking for people who wish to use the trail. She stated she wants to be sure that at some point the parking issue will be looked at. Chairman Ludwick agreed that certainly would have to be taken into consideration.

Councilor Riley referred to Step 1 and questioned if they are in that phase right now, or does it need to be a more formal request. Mr. Eucalitto stated Step 1 would be an actual submittal and more work would need to be done by the Town to submit that to DOT.

Councilor Sferrazza stated he had previously asked the Economic Development Director if she felt the ability to provide a rail service for a business could be a significant economic impact for the town by growing the grand list, and she responded it would be huge. He questioned whether DOT agrees with that statement.

Mr. Bernick stated as the DOT, they work with all forms of rail use, both passenger and freight, and they are working to develop and hopefully deliver a passenger rail system for Enfield in Thompsonville. He went on to note that freight rail is very important in the intermodal system. He noted the opportunity to use freight rail means fewer trucks on the interstate highway system and secondary roads, therefore, it is critically important, and there are certain types of uses that are much more conducive to freight rail than for trucking. He then referred to the Farmington Trail, and noted there are some small businesses that have popped up around those trail heads, and they are very busy in the summer months.

Councilor Sferrazza stated there was a lot of discussion about this project a few months ago, and one of the concerns was it was not known how often this freight train would be traveling through town. He noted since then, he learned the actual user is planning one train per week. He stated his understanding that so far, they have one user trying to promote a green energy project with a

biofuel, which reduces greenhouse gas emissions. He stated in the future if there were other users, DOT would have regulatory authority over any future uses in terms of what is being transported and how often freight is being transported. Mr. Andreski stated the freight company that operates on that line has the right to serve customers on the line, and the DOT would not come between a rail provider and its relationship with a rail customer. He noted that relationship is protected by the Interstate Commerce clause. He went on to state that in a change in use scenario, there would be a notice to all potential effected parties. He noted the actual regulation of the railroad itself is handled by the Federal government and not the CT DOT.

Councilor Sferrazza stated the proposed use so far is for a green energy product, which is biofuel, to reduce greenhouse gases, and it is his understanding Federal standards do not classify that particular product as a hazardous material. Mr. Andreski stated that is correct.

Councilor Cekala questioned if the procedure is the same if the Town would want to propose just a trail or if they wanted the rail and the trail. Mr. Andreski stated with just the trail, it would require going to the Federal government to do a rail abandonment, which would require proving to the Federal government that there is no usage or economic viability of that freight line. He noted after that, in order to use State property, the Town would have to follow steps to interact with the DOT to get access to using State property.

Councilor Szewczak questioned the date of the last inspection on the Scantic River Bridge. Mr. Bernick responded November 2020. Councilor Szewczak questioned the result of that inspection, and Mr. Bernick responded the rating was overall fair, and there are some minor repairs that need to be done. Councilor Szewczak questioned if that includes the piers and the underground foundation system, and Mr. Bernick responded yes and noted the piers were actually reinforced recently. He added there is some deterioration up on the bridge seats, and that is the subject of one of those repair memorandums that he spoke about.

Councilor Szewczak questioned why this rail went dormant and has not been used for over 25 years. Mr. Eucalitto stated a portion of the line is active. Councilor Szewczak stated the portion they are discussing has been dormant for about 25 years. Mr. Eucalitto stated it is not due to condition, but rather it would probably be due to economic factors.

Councilor Szewczak questioned if an analysis can be done on the land along this rail. She stated her impression they would be bringing in raw goods, manufacturing them there and bringing them out on a train because bringing them in on a train and distributing them from a certain point does not lower truck traffic. She noted she does not fully grasp how trucks are being taken off the road.

Mr. Bernick stated if they did not have the rail, they would have to bring the raw materials in by truck, so a manufacturing facility incentivized by the use of rail would have truck traffic both ways. He noted having an active rail line is an incentive for certain businesses to locate in those areas because they require either materials coming in or a lot of materials being shipped out, and the biofuel is a good example.

Councilor Muller referred to the trail design and questioned if the Town would hire the consultant, and would the DOT work with that consultant. Ms. Thomas stated the municipality prepares the study for the trail, and DOT reviews the study and provides feedback.

Councilor Unghire questioned if there is a rule of thumb concerning the distance between a rail and a trail, and who decides if there is enough room to have both. Mr. Curley stated they like to have a minimum distance of 25 feet from the center line of the track. Mr. Bernick added they do look for some sort of physical separation such as a berm, ditch, or fence. He noted the downside of these trails is that there tends to be a degree of complacency, therefore, they would need to treat this just like they would any other rail line.

Councilor Unghire questioned who would decide if there is enough room for both to exist, and Mr. Bernick stated that would be a collaborative discussion between the State and municipality.

Chairman Ludwick questioned whether this went back out to bid after 25 years of doing no work on the rail. He questioned how was the current leasee selected. Ms. Thomas stated this did not go out to bid.

Chairman Ludwick questioned how much tax money has been used on that rail line over the past 25 years, and Mr. Eucalitto responded very little because freight rails are not largely supported by government.

Chairman Ludwick questioned if a leasee's performance is part of the lease. He noted the Town is curious because it was dormant for so long, and when the Town showed some interest in a trail, all of a sudden, the rail is going to open.

Chairman Ludwick stated East Longmeadow is looking to actually extend their trail to the Enfield border. He questioned if the train would stop at the border, and how will it turn around. Mr. Eucalitto stated one portion of the line is not currently active, but other portions are.

Chairman Ludwick stated his understanding DOT would speak to the abutters if a trail were opened, and he questioned if they would speak to the abutters if a rail line was opened. He questioned whether abutters have any rights. Mr. Eucalitto stated the rail existed and has rights by Federal law.

Chairman Ludwick questioned whether a structural engineer signed off on the bridge, and if it opened tomorrow could it handle an 80 to 100 ton train. Mr. Bernick stated that is the purpose of the bridge rate. Chairman Ludwick questioned whether that's public information, and Mr. Bernick indicated that information can be shared. Chairman Ludwick stated he would appreciate it if that information was shared with the Council.

Chairman Ludwick stated he inspected that bridge himself and noticed the concrete is cracked on three of the columns, and there's rebar showing on all four of the columns. Mr. Bernick stated those items can be repaired. Chairman Ludwick questioned if it is currently structurally safe, and Mr. Bernick stated they would probably want to do repairs in advance of any freight traffic.

Chairman Ludwick stated he would be a little concerned if tax dollars are used to fix a rail that they cannot have a trail on. Mr. Eucalitto stated taxpayers' dollars are used on roadways.

Chairman Ludwick stated the last time DOT was coming to do a project, there was a public hearing and people actually voted on whether they wanted that project. Mr. Eucalitto responded because this is grandfathered by Federal law and interstate commerce existed long before roadways existed.

Councilor Riley questioned whether DOT regulates the hours and speed of freight lines. Mr. Andreski stated the train speeds and hours are handled by the carrier and arranged with the customer. He noted DOT does not get involved with that.

Councilor Riley questioned if there was a trail along the rail, who would be responsible if the train derailed or there was spillage from a freight train that flowed into the trail. Mr. Eucalitto stated there would be an investigation to determine the cause of any accident to learn who is liable.

Councilor Riley questioned whether the Town would be responsible to have the proper run-off track to this rail line if a business wanted to locate in that area. Mr. Eucalitto stated that would be between the operator of the railroad and the business.

Chairman Ludwick referred to the lease and questioned whether the State regulates how much the leasee can charge someone who wishes to use that line. Ms. Thomas stated DOT does not get involved with the business between the railroad and the customer. She noted the only time they would get involved would be if they need permission to construct something on State property in order to get a spur track in to facilitate use on the line.

Chairman Ludwick questioned why there would be a scenario where they would use taxpayer money to fix the line. He questioned where does the State money come in to help. Mr. Eucalitto responded only in very large significant structures. Chairman Ludwick stated his belief the Scantic River Bridge would qualify. Mr. Eucalitto responded yes, but it is rated as fair right now, so it is probably not one they are going to be adding to their capital plan anytime soon.

Chairman Ludwick referred to the economic development that happened in Simsbury as a result of their trail. He noted he is not against a rail, but he believes they need to be up front. He stated if the rail is opened up, it will be used. He noted it could start as one day a week, but if other businesses want to use that line, they will use that line if it makes sense to them from an economic standpoint. He questioned whether the Town of Enfield wants to develop that rural area for industrial use, or does the Town prefer having something like they have in Simsbury. He went on to note he did walk this rail line and he did not see much space to accommodate a trail alongside the rail line. He stated his hope the DOT will look closely at this because Enfield waited 25 years to talk about this issue. He stated his belief there should be more public hearings on this matter. He noted if they extend the lease, that could determine development in that area for the next 20 years. He stated his opinion the Town should have a say about this.

Councilor Szewczak questioned what the right-of-way is for that rail. Ms. Thomas noted it varies.

Councilor Szewczak stated this is going to change that part of town. She noted that rail has been dormant for 25 years, and over that period of time, different things have happened as far as residential development when there was a perceived non-use of that rail with no repairs or anything going on with that rail. She noted any development could change the whole complexion of this area. She went on to question whether they have to go before Inland/Wetlands or any regulatory agencies, and Mr. Eucalitto stated as part of any preliminary engineering review, they would also have to do an environmental review.

Mr. Eucalitto stated if the Town were to develop a trail, the Town would need to go to DEEP and the Army Corps of Engineers. He went on to note that they need a rail operator to maintain the line, but that does not preclude other things that the Town wants to do in the vicinity or in the rights of way. He stated DOT is the property holder, but the Service Transportation Board defines whether a railroad can or cannot be abandoned. He noted as long as it is not abandoned, it is considered an active railroad, so any time a business wants to start using it, they could.

ADJOURNMENT

MOTION #5811 by Councilor Muller, seconded by Councilor Cekala to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5811** adopted 9-0-0, and the meeting stood adjourned at 6:59 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, JUNE 7, 2021**

A Regular Meeting of the Enfield Town Council was called to order by Chairman Ludwick on Monday, June 7, 2021. The meeting was called to order at 7:34 p.m.

PRAYER – The prayer was given by Councilor Bosco.

PLEDGE OF ALLEGIANCE – The Pledge of Allegiance was recited.

ROLL-CALL – Present were Councilors Bosco, Cekala, Hemmeler, Ludwick, Mangini, Muller, Riley, Sferrazza and Unghire. Councilors Cressotti and Szewczak were absent. Also present were Town Manager, Christopher Bromson; Assistant Town Manager, Kasia Purciello; Town Clerk, Sheila Bailey; Town Attorney, James Tallberg; Director of Public Works, Donald Nunes; Facilities Manager, Mark Gahr; Director of Social Services, Cindy Guerreri

FIRE EVACUATION ANNOUNCEMENT

Chairman Ludwick made the fire evacuation announcement.

MINUTES OF PRECEDING MEETINGS

MOTION #5812 by Councilor Muller, seconded by Councilor Mangini to accept the minutes of the May 17, 2021 Special Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5812** adopted. 8-0-1, with Councilor Cekala abstaining.

MOTION #5813 by Councilor Muller, seconded by Councilor Riley to accept the minutes of the May 17, 2021 Regular Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5813** adopted 8-0-1, with Councilor Cekala abstaining.

SPECIAL GUESTS

Mr. Bromson stated Mr. Nunes will do a presentation on the upcoming referendums for the fall, which will encompass roads, roofs, and recreation. He noted staff wants to provide an overview of the timeframe since deadlines are critical to have it successfully on the ballot in November.

Mr. Nunes stated the referendums are centered on infrastructure and leisure activities for the town. He stated they are proposing a \$30 million dollar road program. He noted they started with a road condition survey in 2018, and this methodology includes roads on the complaint list, which they

have maintained over the last five years. He stated they included roads with a PCI of 60 or lower, and a large portion of this is to continue the preventive road maintenance program on arterials and collectors. He noted they considered the most cost-effective design alternatives starting with reclamation first instead of digging up roads and doing more aggressive treatments. He stated they consider the Complete Streets Policy, which the Town Council passed several years ago, and they are looking at alternative designs based on their MS4 permit requirements where they will probably not be curbing areas this year, and they're reducing road widths to help them be in compliance with MS4. He noted they are also working with public utilities, including their own sanitary sewer system.

Mr. Nunes explained the road illustrations which he provided, and he noted at this time they have 49 street segments and one section of sidewalk on Abbey Road.

Mr. Nunes then spoke about the roof referendum which is a \$13.7 million dollar program. He stated they compiled a town-wide roofing survey, they used the Building Department data to verify roof ages, and they did site investigations with Town staff and a roofing expert. He noted the list was prioritized on overall condition. He stated without a referendum there are multiple CIP projects at pre-referendum levels.

He stated with the \$13.7 million dollar investment, approximately \$5.8 million dollars will be reimbursed by the State, and they will be replacing approximately 406,000 square feet of roof over Town and Board of Education properties over five years. He noted this will position the Town to also invest for future roof replacements as well. He stated the largest projects would be Parkman, the Public Safety Complex, Stowe, Alcorn, Crandall, Enfield Street, and the Annex.

Mr. Bromson spoke about the recreation referendum. He noted the Council previously funded a Higgins Park behind Town Hall, which will include a walking trail with training stations. He noted there will be an indoor, 9,000 square foot court for basketball, volleyball, pickleball and a climbing wall, along with a stage area. He stated behind Town Hall there will be a state-of-the-art playscape as well as an outdoor basketball court. He noted LaFayette Park will also have a basketball court and new playscape. He stated there will also be a new outdoor basketball court at Alcorn where this is also a playscape. He noted there will also be a splashpad at Parkman School, which they hope will be done in August.

Mr. Nunes then spoke about other recreation goals. He noted Higgins Park is projected to be the central hub for active and passive recreation, which will include a band shell, pool and splashpad. He stated the recreation referendum recognizes the need for more recreational opportunities in Enfield. He noted the Lamagna swimming pool would be replaced with a state-of-the-art zero entry, 25-meter pool, separate splash pad and bathrooms at Higgins Park. He added splashpads are proposed at three other locations throughout Enfield. He stated the lion's share is the swimming pool, which will be about \$4.25 million dollars. He noted the three splashpads amount to about \$125,000. He noted the parking and the bandshell makes up the \$5.25 million dollar referendum.

Mr. Bromson stated it will be exciting to have a 25-meter pool, splashpad and bathrooms behind Town Hall.

Mr. Bromson stated the Town Council leased, with an option to buy, the Enfield Express building near Town Hall. He noted this will allow them to triple the parking behind Town Hall.

Chairman Ludwick stated there will be a detailed presentation of all three referendums at the next meeting.

Mr. Bromson stated there is a constant demand for fields in Enfield in all of the sporting events. He noted last year there wasn't any demand because they were not able to play. He stated this year everything is open, and there is now a demand for fields. He noted unfortunately, they have a larger demand than they have for availability and supply of fields.

He stated his belief they need a Field Subcommittee of the Council, so they can look at the inventory and have an equitable distribution of the fields. He noted the Town is looking to expand and have a field complex system for the Town of Enfield that would allow them to expand in all the different sporting events. He stated they have an area in mind, so that will be pursued. He noted they will also look at the non-profit status of the policy and the insurance provisions.

Mr. Gahr spoke about the two soccer organizations. He noted there are two fields at Mark Twain, and those fields are not in the best shape, and they do not have irrigation. He stated all Enfield fields are run from April, and often March, all the way to the third week of November. He noted they can't grow grass in November and December, so some fields need attention. He stated the Soccer Association has the Mark Twain field complex.

Mr. Nunes stated Mark Twain is used seven days a week from April through November and is dedicated to the Enfield Soccer Association and the same holds true for the two fields at Nathan Hale.

He stated from June through August one field at Enfield High School is striped differently for soccer, and they also give them access to the turf field with those fields dedicated to the Soccer Association. Mr. Gahr used an illustration to show those fields that become available for Board of Education teams in the fall. Mr. Nunes stated they need a transition time for converting fields.

Mr. Nunes referred to an illustration of the Shaker Recreation Facility. He noted through working with the Town Manager and both associations, it was decided the Enfield Soccer Association would have the 11/11 field on Mondays and Fridays only to help with their field allotments, and the Enfield Soccer Club has this field Tuesday through Thursday and on Saturdays and Sundays, along with all their other fields.

He stated in Hazardville, both fields are dedicated to the Enfield Soccer Club from April through November, seven days per week.

Councilor Cekala clarified two fields, two days per week at Shaker for ESA and the Enfield Soccer Club gets the rest of the fields. She questioned the total number of fields. Mr. Gahr stated it changes all the time with the events they have. He stated his belief there are four or five at Shaker.

Chairman Ludwick stated his understanding they lost a decent sized field with JFK fields being offline. Mr. Gahr indicated that's correct.

Mr. Bromson stated there have been meetings, and it's his understanding one group is not satisfied. He stated because the Town has a first-come/first-serve fields policy, there's no provision in the policy to knock people out and take it away on a non-voluntary basis. He noted he does not have that authority, so he wants the Town Council to look at the policy because he feels going forward it needs to be revised. He believes there really has to be a field advisory policy to look at all the fields for all the sports, and in a more equitable manner, distribute them for use during the season. He stated it is difficult to do that now because the season is underway, and people get very frustrated. He noted he wants it known they are working on this, and they are trying to find more fields and locations to have a complex.

PUBLIC COMMUNICATIONS & PETITIONS

Jeffrey Rousseau, 12 Bellawood Drive

Stated he's the President of the Enfield Soccer Association. He feels he made a good faith effort in order to obtain needed field space for his organization, and he believes the Town has been unwilling to find solutions in the last year, and the Town has been unable to accommodate their actual needs. As concerns first come/first serve, he put in his request on January 1st at 4:34 a.m. He stated if someone got in ahead of him, he will have to FOI those records regarding that.

Mr. Rousseau stated meeting requests haven't been acknowledged, and he offered his own solutions, but he has been ignored. He noted they have teams that don't have fields to practice on right now. He stated smaller fields with kids stumbling over each other takes away from the experience these children deserve. He noted it is hard to find an actual blade of grass on the Nathan Hale fields because they are all dirt and weeds. He stated there is a lot of unused field space at the Shaker Field Complex. He noted there are seven soccer fields in that area, and they are the best soccer fields in town with real grass. He stated he has driven by these fields several times and saw only a couple fields in use, with the majority of fields not being used. He noted his observations have also been affirmed by many others. He noted he was not given an answer as to why the Enfield Soccer Association could not be given any space at Shaker. He questioned who is giving this order.

Mr. Rousseau stated recently after going up the chain and begging for more space, the Town gave his organization one of seven fields at the Shaker complex for only Mondays and Fridays.

Jeffrey Gentes, 37 Cottage Road

Questioned whether the appearance of the field at Beech Road is what the Town wants area towns to see. He noted this area is a dust bowl.

Mr. Gentes stated he is a coach in the UA Girls' Team, and he is one of the teams that has been looking for space. He noted they are on a quarter of the Mark Twain field for the first part of the year, and then they got onto Fermi in a space not lined or well maintained.

He stated as a resident of Shaker Pines, he can attest to the fact that the Shaker fields are simply not being used anywhere near their availability or capacity.

Mr. Bromson stated under his report, he will have Mr. Nunes and Mr. Gahr to address the issue of the non-use of Shaker. He pointed out the only person that can overrule Mr. Nunes or Mr. Gahr is himself, and no one else in Town government has been involved.

Trish Larese, 128 Willard Drive

Stated her son has been part of Enfield Soccer for about ten years. She noted she used to be involved with ESC, but they decided to transfer over to ESA because ESC was not meeting their needs. She stated three-quarters of the ESC walked because they didn't do what they needed to do for the children. She stated ESA has done an amazing job and have provided a positive atmosphere. She noted ESA deserves the fields.

Paul Coffey, 16 Montano Road

Stated he's the Vice Chairman of the Loan Review Committee and he works with the Office of Community Development. He noted it's important for the Town of Enfield to recognize the whole Community Development staff for the work they do because they're very dedicated and diligent, and they secure a lot of federal and state funding for CDBG, which is used for some of the great programs the Town of Enfield runs, including the First Time Homebuyer Program and the Housing Rehab Program..

Mr. Coffey stated he is the former Treasurer of the Enfield Soccer Association, and he also handled the applications for both the field use and the exemptions for the field use, so he's very aware of the process in trying to secure the fields, and this has been very difficult for the last year. He noted it has been very trying to get the kids on playing surfaces. He stated the lack of fields and green space has obviously been an issue in the Town of Enfield for over 20 years. He noted it's great to see the referendums coming up, and he believes these are positive steps in the right direction, however, he feels the Department of Buildings & Grounds has not provided adequate quantity or quality of soccer fields for this organization. He stated the Mark Twain field is deplorable and needs to be fixed.

He stated he is not sure that DPW and Buildings & Grounds have the necessary resources to adequately provide fields for ESA. He stated his understanding the JFK fields being offline does not help. He stated his belief there are other areas that can be looked at. He noted they will need some fields for the fall. He stated there are fields available at Shaker because that facility is not being fully utilized. He noted for the fall season, the ESA would like a reasonable allocation of the fields.

Mr. Coffey stated per the Town's website, it states, "Quality of life includes enhancing recreational opportunities", and he feels that has not been done. He noted for the 520 Enfield households that belong to the ESA, this recreational opportunity is not being enhanced by any means. He noted these 520 families contribute to the Town about \$3.1 million dollars in property taxes, motor vehicles, and sewer use fees. He pointed out that is significant, and all they are looking for is a field to play soccer on.

Timothy Griskus, 46 Varno Lane

Stated he is the Registrar for the Enfield Soccer Association, so he has first-hand knowledge of their numbers, he often gets emails, and he probably does more work for this non-profit than he does for his normal job. He noted the Enfield Soccer Club feels they own Shaker Field, and they are promoting it as the Enfield Soccer Club's Shaker Field Complex. He noted the other hashtag of the ESC is "one town/one club". He questioned why would that be promoted to the townspeople. He noted the feeling of the Enfield Soccer Association is that the more kids playing soccer, the better. He pointed out Enfield has 40,000 residents, and ESA had almost 700 kids signed up at ESA in less than a year. He questioned what that says about the type of services these kids have been provided previously. He noted ESA has all the boys' competitive teams. He stated they were with ESC, but they came to ESA. He stated he gets constant emails thanking ESA for their quick reply. He noted he does not have a problem with the ESC, but the problem is that ESA does not believe they're getting proper or adequate space for the numbers of kids that they have.

Mr. Griskus stated as he drives by the Shaker Complex, there is no one playing on weeknights. He noted he does not believe the ESC is aware that the ESA was given the 11/11 field. He noted they practiced there tonight, and one of the ESC board members asked him what they were doing there, and he noted he told him they have an email from Donald Nunes allocating this field on Mondays and Fridays. He stated this board member told him they had an event there tonight, and he responded there is plenty of other field space. He noted the ESC was not aware that the ESA was given that field space.

He stated ESA is requesting the Town put ESA kids on the Shaker fields since they are the best fields in town. He noted ESA wants to be given their fair share.

Mr. Griskus pointed out ESA is working with the middle and high school coaches to feed high school programs, and ESC never did that.

Marie Pyznar, 25 Roy Street

Voiced her support for the referendum. She stated the importance of maintaining school buildings and roofs. She noted the most important asset is to maintain education.

Ms. Pyznar spoke about the importance of enhancing recreation. She encouraged people to understand what the referendums will do for Enfield.

Dave Moreau, 57 Spruceland Road

Stated his children play soccer, and he feels all they are asking for is a fair share for the kids because this is all about the kids. He noted he did coach for ESC as well, and he has nothing bad to say. He stated field space should be equal. He noted he would not call Mark Twain a soccer field. He agreed that is not a good look for out of town teams to see because it looks like a dust bowl. He stated he has also heard Nathan Hale's field is basically unusable.

Mr. Moreau stated he lives near the Shaker Complex, and he can attest to the fact that he doesn't see many teams on those fields. He noted if Fermi becomes available, that would be key because

those are beautiful fields, and they give a good impression of Enfield if other teams are coming from out of town.

Stacy Volk, 69 Willard Drive

Stated she is the parent of an ESA player, who formally played for ESC. She noted she is also a team manager, and it is her perspective that ESA is not getting a fair share of what they need. She stated they started their season at Mark Twain, and there were six teams trying to share one field. She noted they went over to the Annex, and they love that field, but that is also being taken away from them. She questioned where they can play on the weekends.

Jeffrey Rousseau, 12 Bellawood Drive

Stated for the fall, the Town gave ESA one soccer field at the Shaker Complex for Mondays and Fridays only, which amounts to about 5% of the whole complex. He noted in the fall, there will be less time to play because it will be getting dark earlier, and that will not be enough time to play. He stated they need about 50% of the Shaker fields to accommodate all 700 kids. He noted at this time what they have for the field allotment is enough for about 350 kids, and they are growing and have more programs and teams coming. He stated they've done free programs, they've recruited sponsors, and they are getting more kids playing soccer in Enfield than ever before. He stated he doesn't know who is doing the homework, or where the numbers are coming from, but a lot of ESA members feel it is a slap in the face. He noted it is a symbolic gesture to give them 5% on Monday through Friday. He pointed out the one day of the week that teams take off is Fridays. He noted they went to their one field at Shaker this past Friday, and they were the only team there with six fields empty. He stated his impression the Town would be allocating fields based on actual needs. He noted ESA has approximately triple the amount than the other soccer club, and yet they have less space. He questioned why they have less space.

Mr. Rousseau stated there is definitely not an equitable allotment and distribution of fields. He noted he will continue to advocate for the kids and their Enfield families.

Timothy Griskus, 46 Varno Lane

Stated the entire time, since they started this organization, they have taken the high road. He noted they could have shared all the reasoning why they left ESC. He noted his first hashtag on all of their posts is that it is always about the kids. He stated he will never disparage the other club, and he has never said a bad word about the other club. He noted ESA is continually beat down on social media by another club that is not happy that there is another organization in town. He stated he is aware of other towns that have three or four non-profit clubs, and they work together. He pointed out they have sent kids to ESC when they don't have a program for them.

Mr. Griskus stated ESA has a free program for kids that are three to five years old. He noted those kids get a tee shirt, they play soccer on Saturday mornings, and this is a good chance for parents that don't have a lot of money to come out to see if their child enjoys soccer.

COUNCILOR COMMUNICATIONS & PETITIONS

Councilor Bosco stated the staff works hard to keep fields in as good condition as possible. He noted fields are used so much that they really don't have time to rejuvenate. As concerns the comments about having equal use of fields, he noted they will be looking at this at the next DPW subcommittee meeting. He noted for that meeting, he would like to know why the other organization isn't using fields.

He stated the Town Farm Road bike path needs some sealing of cracks.

Councilor Bosco stated his understanding the Town is having trouble finding drivers for Dial-A-Ride, and someone shared an idea that perhaps the Town should look at posting this job on ZipRecruiter.

Councilor Hemmeler agreed sports is the best thing for kids, and she noted she wasn't aware of the field shortage. She stated her belief they'll figure something out.

She noted the Veterans Council expressed appreciation to the Town staff for all their support, even though the Memorial Day Parade didn't happen.

Councilor Hemmeler stated she and Councilor Muller attended the Blue Line Training at the Police Department. She noted it is very valuable training and well worth the money spent on this training.

She stated the first Farmer's Market was a lot of fun and a great activity for families.

Councilor Hemmeler stated because the Memorial Day Parade was cancelled, she asked the Fourth of July Celebration Committee if there could be a Fourth of July Parade, and they responded yes. She noted the details for the parade are being worked out.

Councilor Muller stated the Fourth of July Parade will be Saturday, July 3rd.

He stated Friday night, several Council members attended the Toast of the Town fundraising event for ERFC. He noted it was a good time with excellent food at Twin Hills Country Club. He noted it was great to see Chris Drezek emcee the event.

Councilor Mangini stated she experienced the Blue Line Training, and it was very educational, and it showed how quick police officers must respond in life and death situations.

She noted Councilor Cressotti is not present this evening because his team is at a championship game.

Councilor Mangini stated it is very important that a community works together and brings clubs together. She noted she would like to see that communication, and she would like to see the Town do what can be done. She noted there should not be adversarial positions between the clubs. She stated the adults need to work together to make this right for the kids.

Councilor Mangini stated the Enfield Food Shelf is having a vaccine clinic tomorrow from 2:00 p.m. to 5:00 p.m. at their facility and all are welcome.

She stated the ERFC was a phenomenal event. She congratulated the ERFC. She explained ERFC depends on this fundraising to help offset the costs or in some cases pay for some children who are unable to attend summer camp or get after school services.

Councilor Riley stated she would like the email sent to the Town Council from the Enfield Soccer Association be included in the public record.

She stated her impression that both soccer clubs have the same amount of fields, but it appears one club isn't getting the same quality of fields. She noted she would like to see the fields split evenly with half of the Shaker fields given to each club and half of the Mark Twain fields given to each club, rather than one club having the majority of the fields at the Shaker Complex.

Councilor Riley stated she was at the Blue Line Training, and she expressed her appreciation for this experience. She stated her belief the Enfield Police Department is doing a phenomenal job.

She stated the First Readers ceremony was on May 24th at Asnuntuck, and it was awesome. She noted they certified 291 new first readers, and 161 people drove their cars through Asnuntuck to pick up their certificates. She thanked everyone who attended.

Councilor Riley stated she received an email from the Enfield Culture and Arts Commission asking if she would like to receive a grant for \$500 for books for the children involved with the First Readers Program. She expressed her appreciation to the Enfield Culture and Arts Commission for this grant.

Councilor Unghire acknowledged how important sports are, and she is hoping by giving this topic future light, they can reschedule things and be fair to everyone.

She congratulated all the First Readers, and she commended Councilor Riley for all her hard work with this event.

Councilor Unghire stated she attended the Adult Education graduation, and there were 18 graduates this year. She congratulated those graduates.

She noted she also attended the Blue Line Training, and she found it very eye opening. She stated she also toured the police department. She noted Enfield has a great Police Department.

Councilor Unghire stated she also attended the ERFC banquet, and she congratulated Claire Hall for all of her years of giving to the Town of Enfield.

Councilor Cekala thanked everyone for their comments. She noted she is a sports parent and spends a lot of time on the fields with her children. She stated her belief most people on the Council did not have any idea that there was more than one soccer association or club until the last week or two. She stated now that the Council knows this, they will try to do what they can. She

noted while the Council does what it can, she encouraged people to keep the lines of communication open with the other association to see what can be done internally. She stated she does not envy the job of Buildings & Grounds because they have so many fields to do, high school sports, not having the middle school, and they have to deal with Covid and deal with unauthorized out-of-town people coming in and using Enfield's fields. She noted everyone has to understand that there are a lot of working parts. She stated her belief the Council, including Town staff, wants the clubs to have an equitable share.

MOTION #5814 by Councilor Muller, seconded by Councilor Mangini to suspend the rules to address under Miscellaneous Items A1 to A5, B1-B2, E, F, G, H, I, J, K, and L.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5814** adopted 9-0-0.

Chairman Ludwick stated he and Councilors Hemmeler, Muller and Mangini attended a Memorial Day ceremony, even though there was not a Memorial Day Parade. He noted the Veterans Council does a great job in Enfield honoring veterans. He expressed his appreciation to a singer, the musicians, and music directors who volunteered to perform at this ceremony.

TOWN MANAGER REPORT & COMMUNICATIONS

Mr. Bromson stated the Farmers Market opened yesterday, and they had reservations from almost 100 vendors, crafts and produce. He noted they have free music and ice cream.

He stated for the Fourth of July, they will have the Farmers Market on July 3rd from 10:00 to 1:00 with the Parade starting at 11:00, and it will culminate at the Town Green. He noted they are also trying to plan a proclamation by the Council to those who stepped up and offered vaccination clinics to residents in town and all the volunteers who staffed that every day through the pandemic.

Mr. Bromson thanked speakers this evening for their civility and cordiality because it is important to be able to talk about these issues. He noted children present should be impressed by what parents said, and that is what government should be.

He noted when he learned of these competing interests, he asked Public Works what the issue is. He stated he asked Mr. Nunes and Mr. Gahr last week to meet with the groups to see if there was some division. He noted they will look at a solution. He noted they did have a problem with the fields because Enfield was not charging outside groups or for-profit groups to use Enfield fields, therefore, they implemented a policy for non-profits and local. He stated they will look at this because he's not sure that is occurring. He noted they are looking at other fields for soccer for the next budget season. He stated this Council is committed to sports in Enfield. He noted they put in three-quarters of a million dollars for a new softball field for Brainard Park because they are displacing a field behind Town Hall. He stated they are upgrading Powder Hollow for men's and youth baseball at \$750,000. He noted \$750,000 was also allocated for a new turf track field at the high school, therefore, there has been a commitment by this Council for sports. He noted soccer voices have been heard, and if there is a lot bigger need, the Town will put in for more fields.

Mr. Bromson stated he has been working with the Superintendent of Schools in the hope of using some of the Covid money to get kids out of the house and playing sports and using that money for fields. He noted there is a drainage issue at the high school, which will cost about \$500,000 to fix. He noted this Council has had a commitment and will continue to do that moving forward.

He invited Mr. Nunes and Mr. Gahr to come forward to address this issue.

Mr. Nunes referred to the communication between ESA and ESC and stated when he was working with Mr. Ketchale concerning available fields, he missed a line in the email where he requested confirmation that ESA accepted the two fields at Shaker. He noted he did not respond back to Mr. Ketchale, and he took responsibility for that.

He stated he asked Mr. Ketchale for his schedule, and he submitted Monday through Friday and what fields he was using. He noted he asked Mr. Ketchale if coaches have their own executive freedom to cancel a practice, and he said their coaches can cancel without Mr. Ketchale knowing. He stated he does not know how often the fields are used because they don't have the resources to be field police, and they are going by ESC's word that this is their schedule.

As concerns field conditions, the difference between Mark Twain, Nathan Hale, EHS, the Annex and the Shaker Complex is irrigation. He noted there is no irrigation on Twain or Hale. He noted without water, they cannot grow grass.

Mr. Bromson stated he understands now that they are basing it upon representation, therefore, they will dig a little deeper to find out the actual use of these fields to see if there is availability currently at the fields, and if there is, they will share it equitably.

Chairman Ludwick stated he has heard good things about the Farmers Market, and Mr. Bromson stated they had a vendor waiting list.

TOWN ATTORNEY REPORT & COMMUNICATIONS

Attorney Tallberg stated he had no report this evening.

REPORT OF SPECIAL COMMITTEES OF THE COUNCIL

Councilor Muller stated the JFK project is moving along, and there will be a future presentation by the Committee.

OLD BUSINESS

Item A remained on the table.

NEW BUSINESS

There were no New Business items.

ITEMS FOR DISCUSSION

All items have been moved to Miscellaneous.

MISCELLANEOUS

MOTION #5815 by Councilor Muller, seconded by Councilor Mangini to accept the Consent Agenda.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5815** adopted 8-0-8-0-0, with Councilor Bosco absent at the vote.

- Copies of resolutions appended -

NOMINATION #5816 by Councilor Hemmeler to appoint Emily Clifford (I) to the Enfield Culture and Arts Committee for a term which expires 5/31/2023.

MOTION #5817 by Councilor Muller, seconded by Councilor Sferrazza to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5817** adopted 9-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Emily Clifford appointed to the Enfield Culture and Arts Committee by an 9-0-0 vote.

NOMINATION #5818 by Councilor Mangini to reappoint Virginia Higley (D) to the Inland Wetlands and Watercourse Agency for a term which expires 6/30/25.

MOTION #5819 by Councilor Cekala, seconded by Councilor Sferrazza to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5819** adopted 9-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Virginia Higley reappointed to the Inland Wetlands and Watercourse Agency by a 9-0-0 vote.

RESOLUTION #5820 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:	Neighborhood Services		
	Other Professional Services	22040460-533900	\$25,000
FROM:	Neighborhood Services		
	Salaries	22040460-511000	\$25,000

CERTIFICATION: I hereby certify that the above-stated funds are available as of June 7, 2021.

/s/ John Wilcox, Director of Finance

Mr. Bromson stated they have not had a strategic plan since 2012, so Ms. Guerreri came up with money within her budget in Professional Development to fund \$25,000 for a consultant to work with the new Grants Manager and provide a strategic plan going forward. He thanked Ms. Guerreri for her forward thinking.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5820** adopted 9-0-0.

RESOLUTION #5821 by Councilor Muller, seconded by Councilor Mangini.

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		
	Appropriated Fund Balance	10040000-499000	\$523,480

CERTIFICATION: I hereby certify that the above-stated funds are available as of June 2, 2021.

/s/ John Wilcox, Director of Finance

Mr. Bromson stated this is a crucial and vital resolution about quality of life. He noted they recently moved a substation into the Enfield Express at 800 Enfield Street because they wanted a presence downtown, but also into Thompsonville. He stated they realized they needed committed resources and a constant presence in the substation day and night to address Thompsonville and to make sure they had officers going there and actually meeting the business and the residents and becoming part of the fabric, and that can't be done if they rotate officers through. He stated the Council previously appropriated monies so they could start doing four-hour shifts, and police have been going into the community. He noted he has had calls from businesses impressed that officers have introduced themselves. He stated this resident officer program will allow them to hire four officers to specifically staff the substation.

He noted one thing identified, given the size of the JFK Middle School, was the need for an additional committed SRO at that school, therefore, they hired another police officer, which brings the police force from 95 sworn officers to 100.

Chairman Ludwick stated this is keeping their promise to the Board of Education that they would do this. He noted this Council deserves a lot of credit for acting quickly and proactively.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5821** adopted 9-0-0.

RESOLUTION #5822 by Councilor Mangini, seconded by Councilor Muller.

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.

Chairman Ludwick stated the Council is waiving the bid, so the kids can have something to look forward to this summer.

Mr. Bromson thanked Mr. Nunes and Mr. Wilcox for acting upon this, so they could order this and hopefully get it in by the end of July or early August. He noted if they had not acted, they would have missed out on this season.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5822** adopted 9-0-0.

RESOLUTION #5823 by Councilor Muller, seconded by Councilor Riley.

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.

Mr. Bromson stated Enfield will be the recipient of federal money under the COVID relief—the CARES and also the American Rescue Plan. He noted Mr. Wilcox is recommending this be placed clearly in a separate fund, so they know where the money is and how much is there. He stated they are still going to seminars and learning from the State and Federal government as to how they will be able to spend that money. He noted it will be in the millions of dollars, but it will be highly regulated, and they may have to make application for particular projects under the program. He noted this keeps things very transparent.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5823** adopted 9-0-0.

RESOLUTION #5824 by Councilor Muller, seconded by Councilor Riley.

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

Mr. Bromson stated they need to have these members in place, so they can assess how to expend the funds from TIF and make recommendations to the Council going forward.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5824** adopted 9-0-0.

RESOLUTION #5825 by Councilor Muller, seconded by Councilor Riley.

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.

Ms. Guerreri stated the program that was originally funded ended in December of 2020, and the Town has been waiting to hear from the State on the application that was made last May. She noted in the interim, they continue to serve anyone that comes through their doors, is referred to her department, and/or walking out in the woods, along the river, talking with people in

encampments and offering assistance and service. She noted nothing has changed concerning that service delivery and it will not change. She explained what does change is that they don't have the responsibility to serve outside of Enfield and some close-by neighbors. She noted in the original grant it was often spent with the Greater Hartford CAN Network, so it really took away time to be able to serve Enfield people. She explained the other part of that grant was provided to a non-profit organization for direct service, therefore, they're not losing the direct service, but rather they're losing the responsibility to administer the grant. She noted this is actually a win-win for the Town, so they can focus more on the needs that are being presented.

Chairman Ludwick and Mr. Bromson commended Ms. Guerreri and Social Services staff for the fantastic work they do.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5825** adopted 9-0-0.

RESOLUTION #5826 by Councilor Muller, seconded by Councilor Riley.

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.

Mr. Bromson stated the Council put in a lot of additional funding to have additional gardens and expand the program.

Ms. Purciello stated this year they are up to 200 community gardens. She noted at this time they have four gardens that are completely full – Chapel Street, Thompsonville, Alcorn, and the Library. She noted they are still working on Green Manor and LaFayette. She stated they are still working on getting some fencing and sheds. She explained the purpose of this resolution is to designate a fund for all the community gardens throughout the town and not just one specific garden. She noted there is no closing date for when a person can reserve a garden.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5826** adopted 9-0-0.

RESOLUTION #5827 by Councilor Muller, seconded by Councilor Mangini.

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, BE IT 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, 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.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5827** adopted 9-0-0.

PUBLIC COMMUNICATIONS

There were no comments from the public.

COUNCILOR COMMUNICATIONS

Councilor Unghire stated the Commission on Aging just printed some informational cards, which contain important phone numbers for seniors, and these cards will be available at numerous places in town.

ADJOURNMENT

MOTION #5828 by Councilor Muller, seconded by Councilor Riley to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5828** adopted 9-0-0, and the meeting stood adjourned at 9:40 p.m.

Respectfully submitted,

Sheila M. Bailey
Town Clerk
Clerk of the Council

Jeannette Lamontagne
Secretary to the Council

Consent Agenda Item 1
Appended to the minutes of the
June 7, 2021 Regular Town
Council meeting. See page 12

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

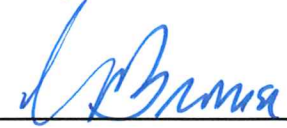
Other Supplies and Materials	22040470 561900	\$1,000
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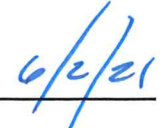
FROM: Family Resource Center

Miscellaneous Contributions/Donations	22044470 417050	\$1,000
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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

Consent Agenda Item 2
Appended to the minutes of the
June 7, 2021 Regular Town
Council meeting. See page 12

**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

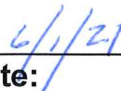
FROM: INFORMATION TECHNOLOGY FUND

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



Date:

APPROVED BY: 

Christopher Bromson, Town Manager



Date:

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

Consent Agenda Item 4
Appended to the minutes of the
June 7, 2021 Regular Town
Council meeting. See page 12

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

Consent Agenda Item 5
Appended to the minutes of the
June 7, 2021 Regular Town
Council meeting. See page 12

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

TO: Enfield Town Council

FROM: Christopher W. Bromson, Town Manager

DATE: June 21, 2021

RE: Projects & Activities Report (PAR)

CC: Town Direct Reports

The following is a summary of activities and their progress over the last three weeks.

TOWN MANAGER:

Referendum 2021: There will be a presentation on Monday, June 21st, on the upcoming referendum: ROADS, Roofs, Recreation, and Regional Public Safety Complex. The presentation will be available for viewing next week under the Town Manager's website - <https://www.enfield-ct.gov/443/Town-Manager>. For additional information on the referendum, please visit the Town Clerk's page.

Farmer's Market: Please join us on the Enfield Town Green for the Enfield Regional Farmer's Market every Sunday from 10 AM to 1 PM! There will be vendors selling fresh produce, delicious sweets, and handmade craft items. Follow the market on Facebook and Instagram @EnfieldRegionalFarmersMarket for updates! Free ice cream available weekly!

Building Consolidation: The Building Consolidation plan continues to be implemented. The Department of Social Services and Youth Services will be moving into Alcorn by the end of the Summer. The Town Manager continues to meet biweekly with staff to monitor the progress of the plan.

Enfield Police Substation: The Enfield Police Department has opened a police substation at the Enfield Express, 800 Enfield Street. At the June 7th Town Council meeting, the Council passed a resolution hiring five new police officers. Four of these new officers will be Community Police Officers (CPOs) for the Thompsonville substation exclusively. These officers will become embedded in the community and get to know residents and local businesses. This Community Police Officer program will shift the focus of handling random calls in the area to solving community problems, allowing residents and business owners a greater voice in setting local priorities and enhancing the quality of life in the neighborhood. Walk-ins or appointments are not accepted at this location. In case of emergency, please call 911. The main number for police inquiries is 763-6400.



TOWN OF ENFIELD

LIBRARY SERVICES:

Library

We are excited to announce our extensive lineup of programs for Summer Reading this year. Details can be found at <https://www.enfieldpubliclibrary.org/upcoming-programs?category=Children>

Recreation

Seasonal staff training will be held this month in preparation for summer programming starting on Monday, June 28. This summer, Recreation is welcoming 6 new lifeguards and 3 new camp counselors to our summer staffing team. The division is still accepting employment applications for select summer temporary/seasonal positions. Apply online at www.enfield-ct.gov/hr.

Registration for summer programming is now underway. Program offerings include Camp Tons-O-Fun Summer Care, Progressive Swim Lessons, field hockey, track and field, cross country, volleyball, multi-sport camps, babysitter training, chess club, adult yoga classes and more. Registration can be done online, by mail or in person at the Recreation office.

In conjunction with Public Works, the Angelo Lamagna Activity Center outdoor pool will open to the public in late June. The pool will open be daily June 28 – August 20, 12:00 – 5:00 PM for open swim. Daily fees apply and pool passes are available for purchase at the Recreation office.

All Recreation related information can be found on the Recreation homepage.
Visit www.enfield-ct.gov/recreation for complete details.

Senior Center

The Senior Center re-opened on Monday, June 7. We averaged 175 participants in the first few days.

Evening hours will begin on Wednesday, July 7. On Mondays, Wednesdays and Thursdays the Center will be open until 8:00pm. We are in the process of hiring a night Program Assistant who will work those evenings from 3:00-8:00pm. The Center will be open for classes, meetings, and the Fitness Center.

Through a generous donation from the Friends of the Senior Center, Building and Grounds is renovating the Gazebo. They are moving right along, completing the roof and cupola. It is really shaping up and we look forward to using it this summer for outdoor concerts.

TOWN CLERK:

Licensing for the 2021-2022 dog licensing season began on June 1, 2021. We have licensed approximately 1500 dogs to date. Licenses can be obtained in person at the Town Clerk's office, through the mail or drop box, as well as through the drive-thru at Enfield Express during the month of June.



TOWN OF ENFIELD

Deputy Town Clerk, Kenzy Lee, successfully completed the third of five classes needed to obtain the designation of Certified Connecticut Town Clerk.

Records Management: Scanoptics picked up the third shipment of Maps/Drawings from the Engineering and Building Departments for all Town owned properties. The company will scan the submitted materials and return them to the Town. This will continue the third phase of the project which was funded by the Public Records Administrator's grant program. This project will save time and resources for both the Building Department, Engineering Department and Records Management, eliminating the time spent locating and copying the paper plans and preserving the original plans from damage when copies need to be made.

POLICE:

New Hire(s) Swearing In: On May 17, 2021, Officer Kelsie Pace was sworn in as a police officer within the Enfield Police Department. Officer Pace is a 2020 graduate of the University of New Haven with a Bachelor of Science Degree in Criminal Justice. She began her police certification training with the New Britain Police Department Training Academy on May 21, 2021. On June 3, 2021, Officer Amanda Sarrasin was sworn in as a police officer within the Enfield Police Department. Officer Sarrasin is a 2013 graduate of the Bay Path University with a Bachelor of Science Degree in Forensic Science. She began her police certification training with the Connecticut POST (Meriden) Training Academy on June 4, 2021.

Blue Line Trailer Training: In May 2021 the first component of Enfield Police Officers completed their 2021 Blue Line Trailer Training. This training was also witnessed by certain members of the Enfield Town Council who expressed a desire to familiarize themselves with this training paradigm. This training will continue in July 2021.

Community Police Officer Selection Process: On June 1, 2021, the application submission window closed for interested officers to submit for consideration as Thompsonville Community Police Officers. Seven (7) high quality candidates have submitted for consideration and this selection process is ongoing.

Enfield Farmer's Market: On June 6, 2021, the Enfield Police Department staffed a booth at the Enfield Farmer's Market, including three drone demonstrations, the operation of a crime prevention table, and the presence and tours of the department's command post vehicle.

DEVELOPMENT SERVICES:

Time has been spent working with the new Community Gardens consultant to ensure gardeners have supplies and plants. Staff has been direct calling previous gardeners to see if they are interested in a bed this year.

In efforts to reduce postage expenses (certified mailings), staff has discussed alternative methods of code enforcement. For instance, sending a "Perhaps you were unaware" letter or calling a possible violator before going directly to a notice of violation. This softer approach seems to be successful in reaching compliance, with less expenses.



TOWN OF ENFIELD

Reviewing possible parking options for the Hazardville Institute.

DEVELOPMENT SERVICES – BUILDING SERVICES:

About \$666,544 in revenue for the month with 142 Building permits, 59 electrical permits, 71 HVAC permits, and 31 plumbing permits 10 Photovoltaic permits, 2 Fire suppression permits, 4 Code Enforcement Complaints for a total of 315 permits for the month. (About \$40.4 million in construction value).

99 Printshop reroof \$241,000

39 Hazard Avenue Electrical and building for the fit-out(s) \$619,000

25 Hazard Avenue HVAC for AAA \$166,000

10 Hazard Avenue HVAC for Burlington \$210,000

585 Hazard Avenue \$77,000 reroof.

90 Elm Street \$350,000 for the Popeye's building construction value.

7 Elm Street \$63,000 worth of HVAC work and \$85,000 for electrical.

136 Elm Electrical \$35,000

10&11 Rivercliff 2 new homes \$400,000

472 Taylor Shaker Heights 3 new homes \$575,000

562 Enfield Street Dunkin remodel \$190,000

180 Moody Road \$1,000,000 worth of racking upgrades

155 Raffia JFK \$342,000 in electrical work.

113 Maple Street \$33,620,653 for new building (Agri-Mark)

100 Printshop Lego \$262,000 worth of remodeling.

About 118 inspections performed in approximately 20 working days.

DEVELOPMENT SERVICES - PLANNING

PENDING/APPROVED COMMISSION APPLICATIONS

11 Pearl Street – A new owner of the former Thompsonville Fire House has proposed to reuse the building for mixed-use. This proposal is consistent with the goals of the Transit-Oriented Development regulations for Thompsonville. The proposal includes opening a seasonal tap room with a pizza oven and indoor/outdoor seating on the first floor of the building. Two of the garage bays will remain for residential use and parking. The second floor will be a residential unit. The long-term proposal for the building will also include a green roof and ensuring the building is energy neutral utilizing solar, wind and hydro power. This project required a variance from the Zoning Board of Appeals, which was approved on May 24, 2021, as well as a Special Permit from the Planning & Zoning Commission which was approved on June 10, 2021.

54 Hazard Avenue – A new fencing club (with swords) is proposed to be located in Stop & Shop Plaza. They received a Special Permit approval from the Planning & Zoning Commission on June 10, 2021.



TOWN OF ENFIELD

559 Hazard Avenue – The former Food Bag and associated gas station has been purchased and the new owners have applied for façade improvements in order to re-brand the property. The application was approved on May 27, 2021 by the Planning & Zoning Commission.

1551 King Street – The site and the building were improved. The New Day Church has proposed to add an outdoor patio area with fire pits for gathering.

86B Elm Street (Wendy's) – Wendy's recently purchased their property from the Enfield Square Mall owners. They are proposing landscaping improvements and the removal of the solarium on the building as well.

77 Town Farm Road – Two applications were filed for upgrades to the Enfield Transfer Station. The proposed upgrades involve improving the general flow and function of the transfer station. Accordingly, the Planning & Zoning Commission granted administrative approval. The Aquifer Protection Agency accepted the registration for the site at their May 27, 2021 meeting. No further approvals are required through the Planning & Zoning Department.

Proposed Text Amendments – Only one text amendment was proposed to the Enfield Zoning Regulations this month. The proposed amendment is to allow bedrooms to be located within the basements of homes in Enfield if the requirements of the Building Department and other zoning regulations are met.

Aquifer Protection Agency – Two facilities were registered by the Agency. Planning Staff has been working with the State of Connecticut DEEP on administering the Aquifer Protection Program correctly and efficiently.

Historic District Commission – Two applications were heard and approved by the Enfield Historic District Commission in May. The Commission continues to work with a consultant on updating the Historic District Commission handbook.

Zoning Board of Appeals – Two applications were heard before the Zoning Board of Appeals in the month of May. One being a variance application, which was approved. The other being an Appeal of an order from the Zoning Enforcement Officer, which was denied and appealed to Superior Court.

DEVELOPMENT SERVICES – ECONOMIC & COMMUNITY DEVELOPMENT:

2021 CT DECD Municipal Brownfield Grant Application (up to \$222,000): The OCD has received proposals from a total of 4 on-call consultants to complete the environmental investigations at the Strand Theater and Levitz Property on North River Street before redevelopment can take place on these properties. The consultant will provide the necessary hazardous building materials inspection, survey, sampling, analysis, reporting, site assessments, subsurface investigations, and remedial design services. The OCD is currently reviewing and scoring the proposals and will make a selection if the grant(s) are awarded which is scheduled to take place before the end of the month.



TOWN OF ENFIELD

2021 Community Development Block Grant (\$1,500,000): The OCD is in the process of submitting a 2021 CDBG Application for \$1,500,000 to assist the Enfield Housing Authority with the redevelopment of their Enfield Manor Elderly/Disabled Affordable Housing Complex. The overall project is to replace all existing structures containing 80 units of housing, with two new three-story buildings that will have 99 units in total. The CDBG Grant will be utilized to fund the site improvements (Streets, Sidewalks, Parking, Sewer, etc.) would be removed, replaced, and upgraded.

EMS:

In May 2021, EMS responded to 613 calls for service; mutual aid was needed for 44 responses and mutual aid was provided to surrounding communities 23 times.

On May 21st, 2021, Enfield EMS put on a "Stop the Bleed" training class for Department of Public Work's staff. This training teaches staff how to recognize and intervene to control life threatening bleeding, using pressure dressings and tourniquets.

INFORMATION TECHNOLOGY:

Department Announcements:

After 20 years of services, Desktop Engineer, Tom Dugan retired. Tom was instrumental in establishing the desktop images that supported Education, Public Safety and Municipal operations. If you had a computer – Tom designed IT. We are actively recruiting for a Desktop Engineer to ensure all computers are ready for our customers.

Enfield Television:

On top of doing their regularly scheduled recordings of Council, Board of Education, and Commission meetings, the E-TV crew has been involved with doing departmental productions such as the Library's Summer Reading Program. The E-TV crew can provide a professional production to promote departmental initiatives.

SOCIAL SERVICES:

Adult & Community Services

- **Elderly Services** – The Elderly Services Care Coordinator (ESCC) provided 85 units of service to Enfield residents. Services were offered in the office, in the community and by phone. The services included: information and assistance for basic needs, housing applications, energy assistance, mental health screening and referral, Medicare benefits counseling, and outreach to ongoing clients. An example of outreach included a coordinated meeting between Enfield Social Services, the State of CT, Enfield Police Department and Enfield Emergency Medical Services. Coordinated efforts between all parties involved improved quality of services to the client and ensured all the client's needs were met in a timely manner. The ESCC attended the National Council on Aging "Mental Health Awareness Day", "I'm Vaccinated: Now What?" Conference for the elderly around COVID-19 safety, and North Central Area on Aging review sessions for "2022 funding for Enfield Social



TOWN OF ENFIELD

Services CARES programming.” Word continues to spread on the services that Elderly Services Care Coordination can provide to Enfield residents including adult children caring for their elderly parents.

- **Case Worker** –processed 11 homeowner tax credit applications, processed 70 renter rebate applications. Responded to numerous phone calls and residents that walked in for information, appointments and helped with energy assistance paperwork.
- **Food & Nutrition/Mark Twain/ECDC** – continue to move from paperwork to utilization of technology for recipes and procedures. New kitchen staff has been onboarded and trained, doing well. After winning the Congregate Family Feud match on May 5, CRT has invited Mark Twain to defend their title against Newington Senior Center. Tentative date scheduled for June 25. On-boarding kitchen employees at the ECDC/Stowe and is now fully staffed.

Enfield Child Development Center

The Center is currently serving 164 children. We are finalizing enrollment for our school age summer program and solidifying curriculum and field trips.

As part of working on the social and emotional wellbeing of children we are partnering with Heather Benyak, with the FRC, to incorporate the Gizmo Guide. This curriculum is data-driven and evidenced informed to promote healthy coping strategies that are age-appropriate to our children. It was also developed to increase youth mental health literacy. Utilizing best practices, the Guide introduces mental health and wellness knowledge and skills to children at an early age with the hope that they may keep and apply what they learn for a lifetime to help them stay healthy and safe. We had run this program in previous years and are looking forward to having it again.

The infant/toddler rooms have been busy exploring all things spring. The children experienced caterpillars turning into butterflies then released them, planted a vegetable garden, and started outdoor water play experiences. Classrooms held their spring conferences highlighting all the milestones that have been achieved since September and finished up the in person Occupational Therapy lessons offered through the collaboration, we have with Bay Path University.

Preschool children and about 40 parents were able to enjoy their first field trip to Connor’s Park. They played on the playscape together, played basketball, played with the parachute, and picnicked together. Families and staff were excited to be able to be off site together.

Family Resource Centers

The Grandparents Raising Grandchildren Support Group resumed their in-person meeting on May 10 with eight grandparents and eight grandchildren in attendance.



TOWN OF ENFIELD

Music Therapist Renee Coro provided virtual music and movement sessions for 40 children attending special education classrooms at Henry Barnard School on May 24th. This was funded by our State Department of Education Family Resource Center Grant.

The FRC received a donation of \$1,000 from the local EIS Foundation which will provide Summer Wellness Bags for school-aged children attending Enfield Child Development Center.

The FRC applied for and will receive federal funding in the amount of \$125,140 which is coming through the Office of Early Childhood, to provide summer programming for children whose early childhood experiences were affected by the Covid-19 pandemic. A three-week Preschool and Kindergarten Readiness Camp will be held August 2-20, 2021 at the Stowe Early Learning Center. We will partner with the Enfield Public Schools, the Enfield Child Development Center and KITE (Key Initiatives to Early Education) to provide three weeks of enriching and educational activities to help children prepare for Kindergarten and Preschool in the fall.

Transportation

Magic Carpet hours have been decreased. Weekly schedules are being posted on the website, Facebook and posted on the buses. Dial-A-Ride has had to change its schedule to only allow doctor visits on Mondays and Fridays to keep up with the demand of the riders.

The 2021 state grant application has just been released and will be due in August. This grant annually has provided funds for Accessible Vehicle for the Dial-A-Ride program and the Capital Grant provides the funding for The Magic Carpet fixed bus route.

Youth & Family Services

- **The Youth Center** continued to provide afterschool activities to youth ages 8 – 18 throughout the year expanding enrollment as COVID restrictions allowed. The Youth Center ended with a total of 85 members for FY21. Surveys were conducted with youth members. 91% of the youth surveyed have been members for more than 3 years, with 64% of them attending daily. The top activities the youth reported as participating in were open gym time/basketball, video gaming with friends; field trips; arts and crafts; and cooking club. The youth reported being open during COVID helped them stay connected to friends, decreased loneliness, not having to go sit at mom's work, helped with my stress, and having a fun place to hang out. Programs/Activities the youth would like to see offered in the future included soccer, baseball, LGBTQ Club, walking club, more sports, and more video game tournaments.
- **Youth Mental Health and Wellness**
 - Youth Involvement/School Climate: Completed three credit recovery programs for JFK and EHS students. Over 500 students with learning loss due to COVID fully recovered credits to move to next grade or graduate in collaboration with social work services from Youth Services.



TOWN OF ENFIELD

- EHS with Youth Services and the Junior Class distributed student wellness bags to all EHS students with a mental health resource guide, healthy snacks and options for self-care
- Data Reports: There were 23 suicide risk assessments completed since February 2021
- EMPS – Mobile Crisis Reports for Enfield: calls are down 50-60% from last year. Parents are making 50% of the calls during COVID. Pediatrician referral have increased. Some are going directly to the ER and there currently is a 5 – 15 day wait for inpatient beds for children and adolescents.
- DCF Data for Enfield: There has been an increase in referrals for Educational Neglect. Second referral type was Physical Neglect.
- EPD Data for Youth: 139 Protective Custody Referrals; 0 Suicide Deaths; 3 Handle with Care Notices.
- Crisis Response Team: 5 responses for personal family situations and untimely events and one large response due to a fire displacing 7 families
- Training & Resource Development: Social Workers completed a Bereavement Clinician Training for death by suicide survivors; Social Workers attended the National Conference for Behavioral Health; all secondary health teachers will be trained in QPR to provide training to all 9th grade students and a refresher to 11th grade students.

PUBLIC WORKS:

Engineering:

Alcorn School Basketball Court:

Alcorn School basketball court RFP award letter has been sent to the low proposer, on May 4, 2021, by Finance. We are awaiting response from the contractor.

Lafayette Park Basketball Court Replacement:

Lafayette Park basketball court replacement RFP award letter has been sent to the low proposer on May 4, 2021. The contractor has submitted bonds and insurance, which are under review.

Brainerd Park Softball Proposed Field:

Engineering Staff made award recommendation, on April 26, 2021, for design consultant on a design scope for the proposed softball field at Brainerd Park.

Powder Hollow Baseball Field Improvements:

Engineering Staff made award recommendation, on April 26, 2021, for the proposed improvements to the baseball field at Powder Hollow.

ROAD 2021 Thompsonville Southwest:

The north section of Spring Street and Cross Street, boxout, sidewalks, curbing and pavement work are underway, concurrently with sanitary sewer and drainage work on Pease Street.



TOWN OF ENFIELD

ROAD 2021 River Washington:

Contract manual is under review in the Finance Dept. Anticipate RFP advertisement in June.

Crack Seal 2021:

Engineering Staff has developed a crack seal program for this year, based on pavement inventory data and field inspection and worked with the State's Vendor in Place contractor on scope of streets we can fit within the allotted funding. The work is prepared for the account funding on July first to give the State's Vendor in Place contractor a PO with an anticipated start of work in August.

Orlando Drive Culvert:

Acquiring State environmental permits and working to acquire the necessary easements. Contract manual is under review by the Finance Dept.

Freshwater Dam Improvements:

Acquiring State environmental permits and working to acquire the necessary easements. Contract manual is under review by Engineering.

DPW Administration:

Chimney Repair Central Library:

Bidding specifications have been issued to contractors and a pre-bid site tour will be held on June 17, 2021. Shortly concluding the tour, bids are due back and DPW Administration will select a contractor to execute the chimney repair.

Senior Center Roofing Repair:

Bidding specifications have been issued to contractors and a pre-bid site tour will be held on June 17, 2021. Shortly concluding the tour, bids are due back and DPW Administration will select a contractor to execute the roof repair.

Alcorn Boilers:

West State Mechanical has begun the demolition of the Alcorn Boilers. They started June 7th and will be moving to Stowe Early Learning Center next.

Facilities Consolidation:

Mattern Construction has been issued a PO for the fire suppression alterations at the Alcorn School for the Youth and Social Services remodel.

Buildings & Grounds:

Senior Center:

The gazebo has had the wood shingles stripped and new shingles installed.

ADC:

Cleaning out the remaining items and salvaging materials prior to the demolition of the facility.



TOWN OF ENFIELD

100 High Street:

Rebuilding the handicap ramp and replacing the hatchway.

Highway:

Town wide street sweeping completed.

Catch basin cleaning completed north end of town.

RRM:

Hazardous Waste Day: June 19th 8:00 am – 1:00 pm

Paper Shredding Event: June 26th 9:00 am – 1:00 pm

WPC:

WPC Facility Upgrade Status:

Nickerson has completed work on stabilizing the discharge piping on the WAS, Primary, and Rotary Press pumps. We will be scheduling in the next few weeks an internal performance test to ensure the work is completed and functional. We are currently working with the manufacturer of the Odor Control System to repair a section of broken pipe within the tower covered under warranty.

WPC Status:

Since Mays PAR report we have treated approximately 150 million gallons of wastewater. An average of 4.9 million gallons per day with no permit violations. RH White has completed filling in the gaps left between the walls in the main stairwell.

Grape Brook Status Update:

DPC engineering is looking into adding a Vertical Auger Monster to deal with the issues that we are having with disposable wipes clogging the pumps on a weekly basis. The manufacture is scheduled for a site visit on Friday the 4th.

Collection System:

Our work continues to reduce collection system hot spots as the sewer lining project at King street was completed on May 28th.

Note: Collection system hot spots are areas within the collection system that have a mechanical deficiency, such as a broken pipe, that requires weekly inspections and cleanings to prevent sewer backups.

Collection system maintenance for May 2021:

48 manhole inspections

10,190 feet TV Camera

21,950 feet sewer cleaning



TOWN OF ENFIELD

June 21, 2021

Honorable Members
Enfield Town Council
Enfield, Connecticut

Subject: Request for Transfer of Funds for Development Services for Code Enforcement Postage \$2000

Councilors:

Highlights:

- Postage from 2 divisions were being pulled from one account which caused a shortage.
- The lack of legal notices published due to COVID there is additional funds in advertising.
- This will cover any new costs with the postage account for the remainder of the fiscal year.

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,

Laurie Whitten
Director of Development 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: Code Enforcement

Postage	10606900-553500	\$ 2,000
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FROM: Inlands Wetlands and Watercourses

Advertising	10190963-554000	\$ 2,000
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CERTIFICATION: I hereby certify that the above-stated funds are available as of June 21, 2021.



John Wilcox, Director of Finance

6/14/21

Date:

APPROVED BY: 

Christopher Bromson, Town Manager

6/15/21

Date:



TOWN OF ENFIELD

June 21, 2021

Honorable Members
Enfield Town Council
Enfield, Connecticut

Subject: Resolution Authorizing the Town Manager to Sign an Application for and Enter into an Agreement with the LEGO Community FUND US for the Family Resource Center Annual Grant.

Highlights:

- The Family Resource Center at Stowe is once again invited to apply to the LEGO Community Fund US for funding in the amount of \$100,000, for the time period September 1, 2021-August 31, 2022.
- The FRC has received funding from LEGO since 2012, the inception of this second Family Resource Center in Enfield.
- The main goals of the grant are to enhance the Family Resource Center as a community hub for creative play and learning, expand high-quality playful learning opportunities and resources for young children, and engage and support parents as their child's first teacher.

Budget Impact:

There is no impact to the budget.

Recommendation:

That the Enfield Town Council approve the attached resolution.

Respectfully Submitted,

Cynthia Guerri
Director of Social Services

Attachments:

1. Resolution.

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

**Resolution Authorizing the Town Manager to Sign an Application for and Enter
Into an Agreement with the LEGO Community Fund US for the Annual Family
Resource Center Grant**

WHEREAS, LEGO Community Fund US has invited the Family Resource Center to make application for annual funding in the amount of \$100,000 for period September 1,2021 through August 31,2022; and

WHEREAS, the FRC has received funding from LEGO since 2012 to enhance the Family Resource Center as a community hub for creative play and learning, expand high-quality playful learning opportunities and resources for young children, and engage and support parents as their child's first teacher.

NOW THEREFORE BE IT RESOLVED, that the Town Manager, Christopher W. Bromson, is authorized to sign and submit the grant application and agreement, subject to review and approval by the Town Attorney, in the name and on behalf of the Town of Enfield with the LEGO Community FUND US and to affix the Corporate Seal.

Submitted: June 11, 2021
Submitted by: Cynthia Guerreri, Director of Social Services

McCarthy, Debra

From: noreply@civicplus.com
Sent: Wednesday, June 9, 2021 4:52 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	6/9/2021
First and Last Name	Robert Hendrickson
Address	23 Harvest rd
City	Enfield
State	Ct
Zip	06082
Phone Number	8606989331
Second Phone:	8603726018
Email	rhendrickson26@cox.net
Occupation	Retail Sales
Occupation Phone Number	<i>Field not completed.</i>
Party Affiliation	Repulican
Registered Voter	Yes
Name of the Board You Wish to Apply For:	Inland Wetlands and Watercourses Agency
Appointment	Reappointment
Please outline your qualifications and how you feel you would contribute to the committee or commission:	I have been a resident of Enfield for fifteen years. I have been a member on the IWWA for two years and have taken the state IWWA online course and passed. I have not missed a meeting in the two years that I have been a member.

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 server:

IWWA member for two years

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

15

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

Yes

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

McCarthy, Debra

From: noreply@civicplus.com
Sent: Tuesday, June 8, 2021 4:42 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	6/15/2021
First and Last Name	Marie Pyznar
Address	25 Roy St
City	Enfield
State	CT
Zip	06082
Phone Number	8607296608
Second Phone:	8607413432
Email	mpyznar@sbcglobal.net
Occupation	Retired
Occupation Phone Number	<i>Field not completed.</i>
Party Affiliation	Republican
Registered Voter	Yes
Name of the Board You Wish to Apply For:	Inland Wetlands and Watercourses Agency
Appointment	Reappointment
Please outline your qualifications and how you feel you would contribute to the committee or commission:	During my last 4 years as a commissioner on Wetlands I have educated myself on the knowledge needed advice my fellow commissioners correctly.

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 server:

Joint Facilities, Economic Development

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

Approximately 20 meetings, we meet once a month and did have several cancelled.

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

June 21, 2021

Honorable Members
Enfield Town Council
Enfield, Connecticut

Subject: Request for Transfer of Funds for the Family Resource Center \$125,140

Highlights:

- The Family Resource Center has been awarded non-competitive funding in the amount of \$125,140, to provide summer learning opportunities for preschoolers who have been adversely affected by the pandemic.
- The funding source is American Rescue Plan dollars awarded to the CT Office of Early Childhood.
- The funding will allow for the Family Resource Center to partner with the Enfield Public Schools, Enfield Child Development Center, and KITE (Key Initiatives to Early Education) to provide a three-week summer Kindergarten and Preschool Readiness Camp in August at the Stowe Early Learning Center to approximately 80 children.
- Funds will provide for staffing, program materials, and bus transportation to the program.

Budget Impact:

There is no impact to the budget.

Recommendation:

That the Enfield 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: COVID-19 Fund - Family Resource Center

Salaries	24540470 511000	\$ 7,717
Stipend	24540470 516000	\$ 2,300
Social Security	24540470 522000	\$ 621
Medicare	24540470 522100	\$ 145
Parent Activities	24540470 532500	\$ 7,500
Other Professional Services	24540470 533900	\$50,487
Student Transportation	24540470 551000	\$26,840
Postage	24540470 553500	\$ 1,000
Travel	24540470 558000	\$ 500
Instructional Supplies	24540470 561100	\$17,030
Office Supplies	24540470 561200	\$ 1,000
Other Supplies/Materials	24540470 561900	\$ 5,000
Food	24540470 563000	\$ 5,000

FROM: COVID-19 Fund - Family Resource Center

FRC OEC Summer Funding Grant	24544470 413699	\$125,140
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CERTIFICATION: I hereby certify that the above-stated funds are available as of June 21, 2021


John Wilcox, Director of Finance

APPROVED BY:  Town Manager

Date: 6/15/21



TOWN OF ENFIELD

June 11, 2021

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Request for Transfer of Funds to Development Services \$18,274

Highlights:

- Due to the Covid -19 restrictions and executive orders, the Development Services departments have spent less money on legal advertising, travel and training.
- By pooling the surplus funds from the different departments, we can utilize the funds to purchase much needed items such as upgrades for work stations, new plan review software, chairs, updated filing systems, and more.

Budget Impact:

There is no budget impact.

Recommendation:

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

Respectfully Submitted,

Laurie Whitten
Director of Development Services

Attachments:

1. Resolutions

**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: Development Services

Technological Services	10600100/533400	\$2000
Office Supplies	10600100/561200	\$1774
Furniture & Fixtures	10600100/573300	\$8500
Technology Equipment	10600100/573400	\$6000

FROM: Building

Other Professional Dev	10606800/533900	\$1089
Printing & Reproduction	10606800/555000	\$1000

Community Development

Professional Development	10606600/532200	\$1175
Advertising	10606600/554000	\$1400

Planning Department

Copying & Reproduction	10606100/555100	\$3732
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Historic District Commission

Advertising	10190960/554000	\$1810
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Inland Wetlands & Waterway

Advertising	10190963/554000	\$934
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Planning & Zoning Commission

Advertising	10190961/554000	\$5432
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Zoning Board of Appeals

Advertising	10190962/554000	\$1660
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Agriculture/Conservation Commission

Professional Development	10190964/532200	\$474
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CERTIFICATION: I hereby certify that the above-stated funds are available as of June 21, 2021.

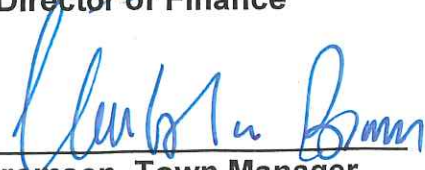


John Wilcox, Director of Finance

6/17/21

Date:

APPROVED BY:



Christopher Bromson, Town Manager

6/17/21

Date:



TOWN OF ENFIELD

June 8, 2021

Honorable Members
Enfield Town Council
Enfield, Connecticut

Subject: Request for Transfer of Funds for Public Works - \$57,500./
Councilors:

Highlights:

- The Town of Enfield has experienced a significant increase in the volume of Municipal Solid Waste, both on the collection routes and at the Transfer Station, during the COVID-19 crisis.
- The Resource and Refuse Management (RRM) projects a deficit of approximately \$77,750.00 in this the Disposal Services account.
- To reduce this deficit, Public Works has identified \$57,500.00 in RRM personnel accounts which is available to transfer to the Disposal Services account with the Council's approval. Public Works respectfully requests a transfer of \$57,500.00 as indicated on the resolution.

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
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: RRM Operating Funds

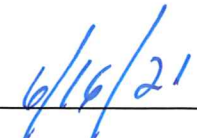
Disposal Services	10300390-542100	\$57,500
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FROM: RRM Operating Funds

Salaries	10300390-511000	\$25,000
Salaries – Temp/Seasonal	10300390-513000	\$2,800
Shift	10300390-515100	\$17,900
Social Security (FICA)	10300390-522000	\$9,800
Medicare	10300390-522100	\$2,000

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


John Wilcox, Director of Finance

APPROVED BY:  Town Manager Date: 



TOWN OF ENFIELD

June 14, 2021

Honorable Members
Enfield Town Council
Enfield, Connecticut

Subject: Request to Adjust Social Services Contributions to Boards, Commissions and Agencies.

Councilors:

Highlights:

- The Town of Enfield has contributed to various social services boards, commissions and agencies for many years.
- The proposed budget for FY22 was prepared assuming these contributions would not change from the FY21 budget.
- Subsequently, the Social Services Subcommittee met to review the funding requests of the various boards, commissions and agencies and to make recommendations on the amounts to fund.
- This transfer will adjust the budget to those recommendations.

Budget Impact:

There will be no impact on the town budget.

Recommendation:

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

Respectfully Submitted,

A handwritten signature in blue ink, which appears to read "John A. Wilcox", is positioned above the printed name and title.

John A. Wilcox
Director of Finance

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: Social Services Boards and Commissions

Network Against Domestic Abuse	22049492-589000	\$ 4,061
Amplify, Inc	22049496-589000	\$ 2,135
Educational Resources for Children	22049498-589000	\$ 150
Community Health Center	22049507-589000	\$14,000
Community Health Resources	22049508-589000	\$20,000
Enfield People for People	22049509-589000	\$10,000

FROM: Social Services Boards and Commissions

Enfield Food Shelf	22049501-589000	\$ 6,829
Unallocated Boards	22049504-589000	\$38,567
Enfield Home Front	22049506-589000	\$ 4,950

CERTIFICATION: I hereby certify that the above-stated funds are available as of June 2, 2021.



John A. Wilcox, Director of Finance

6/14/21

Date:

APPROVED BY: 

6/15/21



TOWN OF ENFIELD

May 28, 2021

Honorable Members
Enfield Town Council
Enfield, Connecticut

Subject: Resolution Amending the Senior Center Manager and Recreations Manager Job Descriptions

Councilors:

Highlights:

- The Town Manager proposes to amend the "Senior Center Manager" and "Recreation Manager" job descriptions.
- The purpose of these changes is to reflect the added responsibilities to these job descriptions due to the elimination of the Deputy Director of Recreation job description.
- These amended job descriptions will take effect on July 1, 2021 and it is cost neutral to the Town of Enfield since the Town Council planned and adopted these changes in the FY 2021-2022 budget.
- These are union positions and both parties agree with the changes.

Budget Impact:

NONE

Recommendation:

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

Respectfully Submitted,

Steven Bielenda
Director of Human Resolutions

Attachments:

1. Senior Center Manager and Recreations Manager Resolution
2. Senior Center Manager Job Description
3. Recreations Manager Job Description

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

**Resolution Adopting the Amended Senior Center Manager and Recreation
Manager Job Descriptions**

Resolved, that in accordance with Chapter VII Section II of the Town Charter the
Enfield Town Council does hereby adopt the amended job descriptions for
the Senior Center Manager and Recreation Manager.

Date Submitted: May 28, 2021
Submitted by: Steve Bielenda, Human Resources Director

**TOWN OF ENFIELD
JOB DESCRIPTION**

**SENIOR CENTER
SENIOR CENTER MANAGER**

GENERAL STATEMENT OF DUTIES: Responsible position which directs and oversees all programs and personnel at the Senior Center to provide services, activities, contractors, and referrals to the community's senior citizens. **Responsible administrative and operational position which directs and oversees all programs, services, personnel, and contractors in the Senior Center. The position is responsible for developing and managing the operating budget.**

SUPERVISION RECEIVED: Works under the supervision of the Deputy Director of Recreation Services or their designee. The Senior Center Manager exercises independent judgement and discretion with respect to carrying out daily job duties but is expected to consult with and receive direction from their supervisors in planning, developing and executing significant projects and in making strategic decisions related to operations. **Reports directly to the Director of Department of Libraries.**

SUPERVISION EXERCISED: Directs **Supervises all Senior Center** staff members, **instructors**, and volunteers of the Senior Citizens Center.

ESSENTIAL JOB FUNCTIONS: Oversees, plans, and coordinates programs; **prepares and** manages and assists in the preparation of the Senior Center budget, including the development of programs that will meet budgeted revenue projections; handles issues that arise with users of **the** Senior Center; schedules activities and staff; coordinates programming with representative from Division of Libraries and Division of Recreation; participates in the hiring and evaluation of instructors; recruits, trains and supervises volunteers; **responsible for recruiting, hiring, training, orientation, scheduling, supervising and evaluating Senior Center staff, instructors, and volunteers; disciplines staff and volunteers as needed; makes presentations to various community groups; maintains reviews and approves Senior Center payroll; oversees use of building; coordinates with community organizations, including but not limited to Meals on Wheels and CRT to help provide services to the town's senior citizens; oversees marketing of Senior Center programs; approves requisitions; supervises revenue collection; responsible for policy recommendations and revisions in consultation with Director of Library Services; writes a weekly column for newspapers and assists in the preparation of monthly newsletters; may write and manage grants as opportunities arise; expected to stay apprised of developments in the field by participating in relevant conferences and professional organizations; works with local Health Department to maintain license; maintains ServSafe certification; provides written updates to Director of Libraries as required. Regular and punctual attendance.**

OTHER JOB FUNCTIONS: **Coordinates program registration; maintains program records, employee files and timesheets, accident and incident reports; oversees the content management of division webpage and social media accounts; prepares and/or reviews contracts for outside contractors; maintains certificates of insurance; evaluates programs and prepares financial program reports; coordinates and manages program accommodations for individuals with disabilities in accordance with the ADA; makes presentations to various community groups; oversees equipment inventory and purchasing; assists the general public; assists in the development of division goals; makes recommendations for new programs. Performs related work as required.**

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this job.

While performing the duties of this job, the employee is frequently required to sit, **stand**, talk, hear **and walk**. The employee is occasionally required to use hands to finger, handle, feel or operate objects, tools, or controls, **walk**, and reach with hands and arms. Hand-eye coordination is necessary to operate computers and various office equipment.

The employee must occasionally lift and/or move up to 20 pounds. Specific vision abilities required by this job include close vision, **distance vision, color vision, peripheral vision, depth perception** and the ability to adjust focus.

WORK ENVIRONMENT: The work characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individual with disabilities to perform the essential functions of the job.

Must be able to perform highly complex and varied tasks requiring independent knowledge. Must be able to concentrate on fine detail with some interruption. Must be able to remember task/assignment given to self and others over long periods of time. Must be able to perform highly complex and varied tasks requiring independent knowledge, its application to a variety of situations as well as exercise independent judgement.

The noise level in the work environment is usually quiet to moderate.

MINIMUM QUALIFICATIONS:

KNOWLEDGE, SKILL AND ABILITY: Strong customer service and interpersonal skills required. Considerable knowledge of the capacity of older persons for participation in Senior Center activities; knowledge of a variety of activities what can be available to senior citizens; considerable knowledge of community organization and resources for the older person; ability to effectively supervise and lead staff, volunteers and contractors; ability to operate computers, relevant software and update Senior Center webpages; skill in leading staff, volunteers and contractors; ability to write and speak effectively; ability to coordinate efforts of individuals and groups in achieving an effective program; ability to work with community agencies; ability to work and communicate with a wide range of people.

EXPERIENCE AND TRAINING: Bachelor's degree in a related field plus four (4) years of experience working with seniors or other related experience; ~~any equivalent combination of education and experience.~~ of which two (2) years are in a supervisory position or any equivalent combination of training and experience which provide the demonstrated ability to perform the duties of the position. Red Cross First Aid and CPR/AED certification or ability to obtain within 12 months. ServSafe certification or ability to obtain within 12 months. The ability to maintain certifications. Must possess a valid driver's license.

This job description is not, nor is it intended to be a complete statement of all duties, functions and responsibilities that comprise this position.

APPROVED: Pending

**TOWN OF ENFIELD
JOB DESCRIPTION**

**RECREATION SERVICES
RECREATION MANAGER**

GENERAL STATEMENT OF DUTIES: Responsible administrative and operational position which directs and oversees all programs, personnel, and contractors in the Recreation Division. The position is responsible for developing and managing the operating budget.

SUPERVISION RECEIVED: Works under the supervision of the Director of Library Services Deputy Director of Recreation Services or their designee. The Recreation Manager exercises independent judgement and discretion with respect to carrying out daily job duties but is expected to consult with and receive direction from their supervisors in planning, developing and executing significant projects and in making strategic decisions related to operations.

SUPERVISION EXERCISED: Provides supervision to Supervises all recreation program staff, instructors, volunteers and office staff.

ESSENTIAL JOB FUNCTIONS: Oversees, plans, and coordinates programs; prepares manages and assists in the preparation of the Recreation Division budget, including the development of programs that will meet budgeted revenue projections; handles issue that arise with Recreation program users; coordinates programming with representative from Division of Libraries and Sr. Center; handles recruiting, hiring, training, orientation, scheduling, supervising and evaluating Recreation staff and volunteers; disciplines staff and volunteers as needed; oversees marketing of Recreation programs; maintains reviews and approves Recreation payroll; approves requisitions; supervises revenue collection, responsible for policy recommendations and revisions in consultation with Director of Library Services; may write and manage grants as opportunities arise; expected to stay apprised of developments in the field by participating in relevant conferences and professional organizations; regular and punctual attendance.

OTHER JOB FUNCTIONS: Coordinates program registration; maintains program records, employee files and timesheets, accident and incident reports; oversees the content management of division webpage and social media accounts; prepares and/or reviews contracts for outside contractors; maintains certificates of insurance; evaluates programs and prepares financial program reports; coordinates the use of town and school facilities with principals, custodians and the facilities manager; manages paperwork and medication intake related to participant medication administration for camp programs; coordinates and manages program accommodations for individuals with disabilities in accordance with the ADA; oversees equipment inventory and purchasing; assists the general public; assists in the development of division goals; makes recommendations for new programs; performs related work as required.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this job.

While performing the duties of this job, the employee is frequently required to sit, stand, talk, hear and walk. The employee is frequently required to use hands to finger, handle, feel or operate objects, tools or controls; and reach with hands and arms. The employee is frequently required to climb or balance, stoop, kneel, crouch, or crawl. Hand-eye coordination is necessary to operate computers and various office equipment.

The employee must occasionally lift and/or move up to 20 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.

WORK ENVIRONMENT: The work characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individual with disabilities to perform the essential functions of the job.

While performing the duties of this job, the employee occasionally works in outside weather conditions. The employee is occasionally exposed to wet and/or humid conditions, toxic or caustic chemicals.

The noise level in the work environment is usually quiet while in the office or moderately loud when in the field.

MINIMUM QUALIFICATIONS:

KNOWLEDGE, SKILL AND ABILITY: Thorough knowledge of the purpose and goals of public recreation, extensive knowledge of recreation activity areas involving sports, games, outdoor recreation, dance, music, art, drama, special events and aquatics; knowledge of facilities and equipment and the handling and operation for the same; ability in supervision, personnel management and evaluation; ability to instruct and lead groups; skill in communications and public relations; ability to establish and maintain effective working relationships with superiors, subordinates and the public.

EXPERIENCE AND TRAINING: Bachelor's degree in Recreation or a related field plus four (4) years of experience in recreation program leadership of which two (2) years are in a supervisory position or any equivalent combination of training and experience which provide the demonstrated ability to perform the duties of the position. Red Cross First Aid and CPR/AED certification or ability to obtain within 12 months. Epi-Pen and Medicine Administration, Mandated Reporter Certification and AFO or CPO Certification or ability to obtain within 12 months. The ability to maintain certifications. Must possess a valid driver's license.

This job description is not, nor is it intended to be a complete statement of all duties, functions and responsibilities that comprise this position.

Approved: Pending



TOWN OF ENFIELD

June 16, 2021

Honorable Member
Enfield Town Council
Enfield, Connecticut

Resolution Authorizing the Town Manager to Enter into a Purchase & Sale Agreement for the Acquisition of a Portion of 90 Alden Avenue

Councilors:

Highlights:

- Bellsite Development LLC owns the former St. Adalbert School property located at 90 Alden Avenue.
- the Enfield Town Council wishes to purchase a 36,900± square foot parcel of land located in the southeastern portion of the above-referenced property, including the former St. Adalbert School gymnasium.
- the owner's representative has offered to make various renovations and improvements to the gymnasium.
- the above-referenced land and gymnasium will be incorporated into the proposed Higgins Park.
- the cost for the purchase of the land has been discussed and negotiated by appropriate Town officials, subject to the Town Council's approval.
- the cost and scope of the renovations and improvements to the gymnasium have not been finalized, but rather remain the subject of ongoing discussions and negotiations between the owner's representatives and Town officials.
- concurrent with the above-noted discussions and negotiations, Bellsite Development, LLC was proceeding with a property tax assessment appeal for the Grand Lists of 2019 and 2020.
- as part of an effort to reach a global resolution to all of the issues pertaining to 90 Alden Avenue, concurrent discussions and negotiations were held with regard to the purchase of the property, the various renovations and improvements to the gymnasium, and the pending property tax assessment appeal.
- a resolution to settle the above-noted property tax assessment appeal has been submitted to the Town Council for its consideration.

Budget Impact:

To be determined.

Recommendation:

If the Town Council wants to proceed with the above-referenced acquisition and renovations, it should approve the attached resolution.

Respectfully Submitted,
Office of the Town Attorney

Attachments:

1. Resolution.

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

**Resolution Authorizing the Town Manager to Enter into a
Purchase & Sale Agreement for the Acquisition of a Portion of 90 Alden Avenue**

- WHEREAS,** Bellsite Development, LLC owns the former St. Adalbert School property located at 90 Alden Avenue; and
- WHEREAS,** the Enfield Town Council wishes to purchase a 36,900± square foot parcel of land located in the southeastern portion of the above-referenced property, including the former St. Adalbert School gymnasium; and
- WHEREAS,** the owner's representative has offered to make various renovations and improvements to the gymnasium; and
- WHEREAS,** the above-referenced land and gymnasium will be incorporated into the proposed Higgins Park; and
- WHEREAS,** the cost for the purchase of the land has been discussed and negotiated by appropriate Town officials, subject to the Town Council's approval; and
- WHEREAS,** the cost and scope of the renovations and improvements to the gymnasium have not been finalized, but rather remain the subject of ongoing discussions and negotiations between the owner's representatives and Town officials; and
- WHEREAS,** concurrent with the above-noted discussions and negotiations, Bellsite Development, LLC was proceeding with a property tax assessment appeal for the Grand Lists of 2019 and 2020; and
- WHEREAS,** as part of an effort to reach a global resolution to all of the issues pertaining to 90 Alden Avenue, concurrent discussions and negotiations were held with regard to the purchase of the property, the various renovations and improvements to the gymnasium, and the pending property tax assessment appeal; and
- WHEREAS,** a resolution to settle the above-noted property tax assessment appeal has been submitted to the Town Council for its consideration.

NOW THEREFORE BE IT RESOLVED, that the Enfield Town Council does hereby authorize the Town Manager, or his designee, to negotiate the terms of the purchase and sale agreement, including, but not limited to, the purchase price of the property and the scope and costs of renovations and improvements to the former St. Adalbert School gymnasium.

BE IT FURTHER RESOLVED, the Town Manager, or his designee, is authorized to enter into a purchase and sale agreement and any other documents necessary for the purchase of the 36,900± square foot parcel of land located in the southeastern portion of the above-referenced property, including the former St. Adalbert School gymnasium, subject to the review and approval of the Town Attorney.

Prepared By: Town Attorney's Office
Date Prepared: June 16, 2021



TOWN OF ENFIELD

June 15, 2021

Honorable Members
Enfield Town Council
Enfield, Connecticut

Subject: **Resolution to Settle Pending Property Tax Appeal
Bellsite Development LLC v. Town of Enfield**

Councilors:

Highlights:

- Bellsite Development LLC (Bellsite) is the owner of the former St. Adalbert's School property at 90 Alden Avenue (property).
- The Grand Lists of 2016 and 2017 were based on the building's status as a vacant school with a fair market value of \$200,000.
- Bellsite converted the school building to a 20-unit apartment complex which was completed in mid-2018.
- The fair market value was increased to \$1,456,571 on the Grand Lists of 2018, 2019 and 2020.
- Bellsite filed an appeal as to the Town's valuation of the property on the Grand Lists of 2019 and 2020.
- Several discussions were held regarding the global resolution of this appeal and subsequent negotiations pertaining to the acquisition of the gymnasium at 90 Alden Avenue.
- It is recommended that the property's fair market value for the Grand Lists of 2019 and 2020 be reduced to \$1,140,903.

Budget Impact:

The proposed settlement will apply to the Grand Lists of 2019 and 2020 only. The overpayment made on the Grand List of 2019 (taxes paid on July 1, 2020 and January 1, 2021) will be refunded. The taxes due on the Grand List of 2020 (due on July 1, 2021 and January 1, 2022) will be adjusted accordingly.

Recommendation:

It is recommended that the Town Council approve the attached resolution if it wishes to accept the proposed settlement.

Respectfully Submitted,

James N. Tallberg
Town Attorney

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

RESOLUTION TO SETTLE PENDING PROPERTY TAX APPEAL

RESOLVED, that the Enfield Town Council does hereby authorize the Town Attorney, James N. Tallberg, or his designee, to settle the outstanding tax assessment appeal in the following action:

BELLSITE DEVELOPMENT LLC v. TOWN OF ENFIELD, Docket Number HHB-CV-20-6060339-S, the fair market value of the property known as 90 Alden Avenue to be \$1,140,903 for the Grand Lists of October 1, 2019 and October 1, 2020.

Prepared by: Office to the Town Attorney

Date Prepared: June 15, 2021

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

**Resolution Cancelling Selected Regular Meetings
in July and August of 2021**

RESOLVED, that the Enfield Town Council does hereby cancel the Regular Meetings of the Council scheduled for July 19, 2021 and August 16, 2021.

Prepared by: Town Manager's Office
Date: June 11, 2021



TOWN OF ENFIELD

June 21, 2021

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolution Authorizing the Town Manager to Submit an Application to the State of Connecticut for the 2021 Neighborhood Assistance Act.

Councilors:

Background

- 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.
- The Hazardville Institute Conservancy Society, Inc., Enfield Conservation Commission and Opera House Players, Inc. submitted an application for approval to the Enfield Town Council.
- Because the proposal was deemed acceptable to the Enfield Town Council within the guidelines for proposed programs under the "Neighborhood Assistance Act," we are requesting that the Enfield Town Manager be authorized to submit the application to the State department of Revenue.

Budget Impact:

None

Recommendation:

For Council to approve the attached resolution.

Respectfully Submitted,

Kasia Purciello
Assistant Town Manager

Attachments:

1. Resolution

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

**2021 Connecticut Neighborhood Assistance Act (NAA)
Program Proposal**

WHEREAS, a public hearing was held on June 21, 2021 to allow interested citizens an opportunity to express their opinion regarding which programs shall be included on the Town of Enfield's application under the provisions of the "Neighborhood Assistance Act"; and

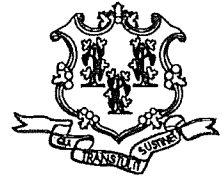
WHEREAS, three proposals were submitted by the Hazardville Institute Conservancy Society, Inc., the Opera House Players, Inc., and the Enfield Conservation Commission; and

WHEREAS, the following proposals are acceptable to the Enfield Town Council within the guidelines for proposed programs under the "Neighborhood Assistance Act":

NOW, THEREFORE, BE IT RESOLVED THAT:

- 1.** The Town of Enfield's 2021 proposed program applications be submitted to the State of Connecticut Department of Revenue under the provision of the "Neighborhood Assistance Act" and shall consist of the proposals identified in the preceding paragraph.
- 2.** The Enfield Town Manager is hereby authorized to submit these applications to the State Department of Revenue, and to approve any donations received as a result of this application.

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



Municipality: Enfield

Form NAA-01

2021 Connecticut Neighborhood Assistance Act (NAA) Program Proposal

This form **must** be completed and submitted to your municipality for approval. All items **must** be completed with as much detail as possible. If additional space is needed, attach additional sheets. Please type or print clearly. See attached instructions before completing. **Do not submit this form directly to the Department of Revenue Services.**

Part I — General Information

Name of tax exempt organization/municipal agency: _____
Town of Enfield - Conservation Commission

Address: 820 Enfield St, Enfield CT 06082

Federal Employer Identification Number: _____

Program title: Open Space Acquisition Fund

Name of contact person: Karen LaPlante

Telephone number: (860) 803-3438

Email address: karikaksl@aol.com

Total NAA funding requested (\$250 minimum, \$150,000 maximum): \$ 53,000.00

Is your organization required to file federal Form 990 or 990EZ, Return of Organization Exempt from Income Tax?

☐ Yes ☐ No

If **Yes**, attach a copy of the **first page** of your most recent return.

If **No**, attach a copy of your determination letter from the U.S. Treasury Department, Internal Revenue Service.

Part II — Program Information

Check the appropriate description of your program:

100% credit percentage

- ☐ Energy conservation; **or**
☐ Comprehensive college access loan forgiveness (see Conn. Gen. Stat. § 12-635(3)).

60% credit percentage

- ☐ Job training/education for unemployed persons aged 50 or over;
☐ Job training/education for persons with physical disabilities;
☐ Program serving low-income persons;
☐ Child care services;
☐ Establishment of a child day care facility;
☒ Open space acquisition fund; **or**
☐ Other (specify): _____

Description of program: _____

To assist the Town of Enfield in acquiring and preserving open space within the Town of Enfield.

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Need for program: _____

The town has not yet met the State goals of preserved open space and the Conservation Commission would like to use these funds to get closer to these goals.

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Neighborhood area to be served: _____

The whole town of Enfield, and visiting public.

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Plan to implement the program: _____

The Conservation Commission wishes to build the Open Space Acquisition fund to a point where we would be able to purchase open space with or without additional funding.

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Timetable:

Program start date: ongoing

Program completion date: June 30, 2022

The program completion date must not be more than two years from the program start date. A certified post-project review is due to the municipality overseeing implementation no later than three months after program completion date for all projects receiving \$25,000 or more in NAA funding.

Part III — Financial Information

Program Budget:

Complete in full. Expenditures must equal or exceed total funding.

Sources of Revenue:

NAA funds requested \$53,000.00

Other funding sources - itemized sources:

a) _____

b) _____

c) _____

d) _____

Total Funding: \$53,000.00

Proposed Program Expenditures:

Direct operating expenses - itemized description:

a) land purchases \$50,000.00

b) _____

c) _____

d) _____

Administrative expenses - itemized description:

a) solicitation of funds \$500.00

b) property appraisal(s) \$2,500.00

c) _____

d) _____

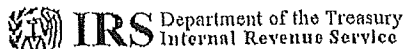
Total Proposed Expenditures: \$53,000.00

Part IV — Municipal Information

To be completed by the municipal agency overseeing implementation of the program

Name of municipal agency overseeing implementation of the program: _____ _____
Mailing address: _____ _____
Name of municipal liaison: _____
Telephone number: _____
Fax number: _____
Email address: _____

Post-Project Review Is a post-project review required for this proposal? ☐ Yes ☐ No If Yes, date post-project review due: _____ Date
--



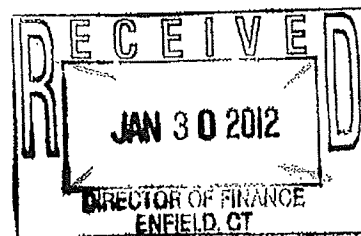
Department of the Treasury
Internal Revenue Service

P.O. Box 35045
Jacksonville FL 32202-0000

In reply refer to: 0754561057
Jan. 27, 2012 LTR 4076C 0
06-6001997 000000 00

00023674
BODC: TE

TOWN OF ENFIELD BOARD OF EDUCATION
% JOHN WILCOX
820 ENFIELD ST
ENFIELD CT 06082-2964



121221

Federal Identification Number: 06-6001997
Person to Contact: MS.HALL
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This responds to your request for information about your federal tax status. Our records do not specify your federal tax status. However, the following general information about the tax treatment of state and local governments and affiliated organizations may be of interest to you.

GOVERNMENTAL UNITS

Governmental units, such as States and their political subdivisions, are not generally subject to federal income tax. Political subdivisions of a State are entities with one or more of the sovereign powers of the State such as the power to tax. Typically they include counties or municipalities and their agencies or departments. Charitable contributions to governmental units are tax-deductible under section 170(c)(1) of the Internal Revenue Code if made for a public purpose.

ENTITIES MEETING THE REQUIREMENTS OF SECTION 115(1)

An entity that is not a governmental unit but that performs an essential government function may not be subject to federal income tax, pursuant to Code section 115(1). The income of such entities is excluded from the definition of gross income as long as the income (1) is derived from a public utility or the exercise of an essential government function, and (2) accrues to a State, a political subdivision of a State, or the District of Columbia. Contributions made to entities whose income is excluded income under section 115 may not be tax deductible to contributors.

TAX-EXEMPT CHARITABLE ORGANIZATIONS

An organization affiliated with a State, county, or municipal government may qualify for exemption from federal income tax under section 501(c)(3) of the Code, if (1) it is not an integral part of the government, and (2) it does not have governmental powers inconsistent with exemption (such as the power to tax or to exercise enforcement or regulatory powers). Note that entities may meet the requirements of both sections 501(c)(3) and 115 under certain circumstances. See Revenue Procedure 2003-12, 2003-1 C.B. 316.

0754561057
Jan. 27, 2012 LTR 4076C 0
06-6001997 000000 00
00023675

TOWN OF ENFIELD BOARD OF EDUCATION

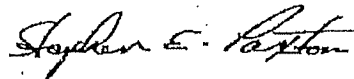
% JOHN WILCOX
820 ENFIELD ST.
ENFIELD CT 06082-2964

Most entities must file a Form 1023, Application for Recognition of Exemption Under Section 501(c)(3) of the Internal Revenue Code, to request a determination that the organization is exempt from federal income tax under 501(c)(3) of the Code and that charitable contributions are tax deductible to contributors under section 170(c)(2). In addition, private foundations and other persons sometimes want assurance that their grants or contributions are made to a governmental unit or a public charity. Generally, grantors and contributors may rely on the status of governmental units based on State or local law. Form 1023 and Publication 4220, Applying for 501(c)(3) Tax-Exempt Status, are available online at www.irs.gov/eo.

We hope this general information will be of assistance to you. This letter, however, does not determine that you have any particular tax status. If you are unsure of your status as a governmental unit or state institution whose income is excluded under section 115(1) you may seek a private letter ruling by following the procedures specified in Revenue Procedure 2007-1, 2007-1 I.R.B. 1 (updated annually).

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,



Stephen E. Paxton
Operations Manager, AM Operations 3



Municipality: Enfield

Form NAA-01

2021 Connecticut Neighborhood Assistance Act (NAA) Program Proposal

This form **must** be completed and submitted to your municipality for approval. All items **must** be completed with as much detail as possible. If additional space is needed, attach additional sheets. Please type or print clearly. See attached instructions before completing. **Do not submit this form directly to the Department of Revenue Services.**

Part I — General Information

Name of tax exempt organization/municipal agency: _____
The Opera House Players, Inc.

Address: 100 High Street, Enfield, CT 06082

Federal Employer Identification Number: 31-1727690

Program title: HVAC System replacement

Name of contact person: Harry Evageliou

Telephone number: (860) 742-5957

Email address: treasurer@operahouseplayers.org

Total NAA funding requested (\$250 minimum, \$150,000 maximum): \$ 150,000.00

Is your organization required to file federal Form 990 or 990EZ, Return of Organization Exempt from Income Tax?



Yes



No

If **Yes**, attach a copy of the **first page** of your most recent return.

If **No**, attach a copy of your determination letter from the U.S. Treasury Department, Internal Revenue Service.

Part II — Program Information

Check the appropriate description of your program:

100% credit percentage

- ☒ Energy conservation; **or**
☐ Comprehensive college access loan forgiveness (see Conn. Gen. Stat. § 12-635(3)).

60% credit percentage

- ☐ Job training/education for unemployed persons aged 50 or over;
☐ Job training/education for persons with physical disabilities;
☐ Program serving low-income persons;
☐ Child care services;
☐ Establishment of a child day care facility;
☐ Open space acquisition fund; **or**
☐ Other (specify): _____

Description of program: _____

Our building at 100 High Street, which was recently entered in the Historical Registry, is an over 100 year old church that is being converted to a theater that will accommodate our staging of musical theater productions which up to this time have been performed in other locations over the last 52 years. The current HVAC equipment and technology represent a patchwork of updates carried out over the years that have resulted in inadequate functioning and, most importantly, in a large amount of wasted energy resources. This waste has led to bad environmental stewardship and very costly utility costs.

Need for program: _____

Until the recent disruption caused by the pandemic, we were in the process of adapting our building to a performance venue with a limited scope, and shortly after that to initiate a major renovation that will be the ultimate facility. As soon as conditions are such that we'll be able to start having performances, we would like to begin the process of the interim renovation with the ultimate one spanning a period of about two years. Additionally, we are in the process of evaluation our option of purchasing the building from The Town of Enfield, a process that we expect to be completed by the end of 2021. Once we become owners of the building we plan to immediately embark on the HVAC replacement action.

Neighborhood area to be served: _____

Enfield and the entire North Central Connecticut region which also covers a sizable part of South Central Massachusetts.

Plan to implement the program: _____

Beginning in January 2022, after all the pandemic issues have been resolved, and we also become owners of the building.

Timetable:Program start date: 1/1/2022Program completion date: 4/30/2022

The program completion date must not be more than two years from the program start date. A certified post-project review is due to the municipality overseeing implementation no later than three months after program completion date for all projects receiving \$25,000 or more in NAA funding.

Part III — Financial Information**Program Budget:**

Complete in full. Expenditures must equal or exceed total funding.

Sources of Revenue:NAA funds requested \$150,000.00

Other funding sources - itemized sources:

a) Grants \$15,000.00b) Organization \$10,000.00

c) _____

d) _____

Total Funding: \$175,000.00**Proposed Program Expenditures:**

Direct operating expenses - itemized description:

a) Materials and Installation \$175,000.00

b) _____

c) _____

d) _____

Administrative expenses - itemized description:

a) Fundraising costs \$5,000.00b) Professional Project Audit \$3,000.00

c) _____

d) _____

Total Proposed Expenditures: \$183,000.00

Part IV — Municipal Information

To be completed by the municipal agency overseeing implementation of the program

Name of municipal agency overseeing implementation of the program: _____

Town of Enfield

Mailing address: _____

820 Enfield Street, Enfield, CT 06082

Name of municipal liaison: Maya Matthewss

Telephone number: (860) 253-6350

Fax number: (860) 253-6310

Email address: mmm3211@gmail.com

Post-Project Review

Is a post-project review required for this proposal?

☒ Yes

☐ No

If **Yes**, date post-project review due:

Date

Form **990-EZ**

Short Form

Return of Organization Exempt From Income Tax

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

OMB No. 1545-0047

2019Open to Public
InspectionDepartment of the Treasury
Internal Revenue Service

Do not enter social security numbers on this form, as it may be made public.

Go to www.irs.gov/Form990EZ for instructions and the latest information.**A** For the 2019 calendar year, or tax year beginning **09/01/19**, and ending **08/31/20**

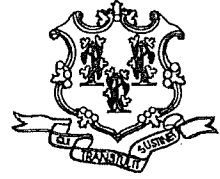
B Check if applicable:		C Name of organization		D Employer identification number	
☐ Address change		THE OPERA HOUSE PLAYERS INC		31-1727690	
☐ Name change		C/O HARRY EVAGELIOU		E Telephone number	
☐ Initial return		Number and street (or P.O. box, if mail is not delivered to street address)		860-742-5957	
☐ Final return/terminated		100 HIGH STREET		F Group Exemption Number	
☐ Amended return		City or town, state or province, country, and ZIP or foreign postal code			
☐ Application pending		ENFIELD CT 06082			
G Accounting Method: ☒ Cash ☐ Accrual Other (specify) _____		H Check ☒ if the organization is not required to attach Schedule B (Form 990, 990-EZ, or 990-PF).			
I Website: N/A					
J Tax-exempt status (check only one) — ☒ 501(c)(3) ☐ 501(c)() (Insert no.) ☐ 4947(a)(1) or ☐ 527					
K Form of organization: ☒ Corporation ☐ Trust ☐ Association ☐ Other _____					
L Add lines 5b, 6c, and 7b to line 9 to determine gross receipts. If gross receipts are \$200,000 or more, or if total assets (Part II, column (B)) are \$500,000 or more, file Form 990 instead of Form 990-EZ					
				Total \$ 120,506	

Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances (see the instructions for Part I)Check if the organization used Schedule O to respond to any question in this Part I ☒

Revenue	1	Contributions, gifts, grants, and similar amounts received	1	38,166
	2	Program service revenue including government fees and contracts	2	82,080
	3	Membership dues and assessments	3	
	4	Investment income	4	260
	5a	Gross amount from sale of assets other than inventory	5a	
	b	Less: cost or other basis and sales expenses	5b	
	c	Gain or (loss) from sale of assets other than inventory (subtract line 5b from line 5a)	5c	
	6	Gaming and fundraising events:		
	a	Gross income from gaming (attach Schedule G if greater than \$15,000)	6a	
b	Gross income from fundraising events (not including \$ _____ of contributions from fundraising events reported on line 1) (attach Schedule G if the sum of such gross income and contributions exceeds \$15,000)	6b		
c	Less: direct expenses from gaming and fundraising events	6c		
d	Net income or (loss) from gaming and fundraising events (add lines 6a and 6b and subtract line 6c)	6d		
7a	Gross sales of inventory, less returns and allowances	7a		
b	Less: cost of goods sold	7b		
c	Gross profit or (loss) from sales of inventory (subtract line 7b from line 7a)	7c		
8	Other revenue (describe in Schedule O)	8		
9	Total revenue. Add lines 1, 2, 3, 4, 5c, 6d, 7c, and 8	9	120,506	
Expenses	10	Grants and similar amounts paid (list in Schedule O)	10	
	11	Benefits paid to or for members	11	
	12	Salaries, other compensation, and employee benefits	12	
	13	Professional fees and other payments to independent contractors	13	375
	14	Occupancy, rent, utilities, and maintenance	14	29,860
	15	Printing, publications, postage, and shipping	15	
	16	Other expenses (describe in Schedule O)	16	81,791
17	Total expenses. Add lines 10 through 16	17	112,026	
Net Assets	18	Excess or (deficit) for the year (subtract line 17 from line 9)	18	8,480
	19	Net assets or fund balances at beginning of year (from line 27, column (A)) (must agree with end-of-year figure reported on prior year's return)	19	89,441
	20	Other changes in net assets or fund balances (explain in Schedule O)	20	
	21	Net assets or fund balances at end of year. Combine lines 18 through 20	21	97,921

For Paperwork Reduction Act Notice, see the separate Instructions.

Form 990-EZ (2019)



Municipality: Enfield

Form NAA-01

2021 Connecticut Neighborhood Assistance Act (NAA) Program Proposal

This form **must** be completed and submitted to your municipality for approval. All items **must** be completed with as much detail as possible. If additional space is needed, attach additional sheets. Please type or print clearly. See attached instructions before completing. **Do not submit this form directly to the Department of Revenue Services.**

Part I — General Information

Name of tax exempt organization/municipal agency: _____
Hazardville Institute Conservancy Society Inc.

Address: P. O. Box 406, Enfield, CT 06083-0406

Federal Employer Identification Number: 06-162097

Program title: Energy Efficient Heating System Improvements

Name of contact person: Bill Lee

Telephone number: (860) 966-2033

Email address: enfieldparade@cox.net

Total NAA funding requested (\$250 minimum, \$150,000 maximum): \$ 68,000.00

Is your organization required to file federal Form 990 or 990EZ, Return of Organization Exempt from Income Tax?



Yes



No

If **Yes**, attach a copy of the **first page** of your most recent return.

If **No**, attach a copy of your determination letter from the U.S. Treasury Department, Internal Revenue Service.

Part II — Program Information

Check the appropriate description of your program:

100% credit percentage

- ☒ Energy conservation; **or**
☐ Comprehensive college access loan forgiveness (see Conn. Gen. Stat. § 12-635(3)).

60% credit percentage

- ☐ Job training/education for unemployed persons aged 50 or over;
☐ Job training/education for persons with physical disabilities;
☐ Program serving low-income persons;
☐ Child care services;
☐ Establishment of a child day care facility;
☐ Open space acquisition fund; **or**
☐ Other (specify): _____

Description of program: _____

As a continuing effort for the adaptive reuse of the historical Hazardville Institute building in Enfield, the Conservancy plans to upgrade the structure's heating and cooling system with new HVAC system, air handler, central air condensers, historically sensitive hydronic radiators, and plumbing. Additionally the building which is a contributing resource to the National Register District of Hazardville will need historically sensitive energy efficient storm window treatment.

Need for program: _____

The development of the Institute building, which will include public meeting space, permanent historical displays and accessible civic space must be completed in a manner which minimizes ongoing expenses, and is architecturally consistent with the structure's late 19th century Italianate design. We continue to utilize the Secretary of the Interior's standards for historic rehabilitation to guide the plans for restoration.

Neighborhood area to be served: _____

Enfield and North Central Connecticut region.

Plan to implement the program: _____

Phase 7 work is ongoing and NAA funds received will be used promptly towards those projects listed above.

Timetable:Program start date: ongoingProgram completion date: June 30, 2023

The program completion date must not be more than two years from the program start date. A certified post-project review is due to the municipality overseeing implementation no later than three months after program completion date for all projects receiving \$25,000 or more in NAA funding.

Part III — Financial Information**Program Budget:**

Complete in full. Expenditures must equal or exceed total funding.

Sources of Revenue:NAA funds requested \$68,000.00

Other funding sources - itemized sources:

a) Organization funding \$5,000.00

b) _____

c) _____

d) _____

Total Funding: \$73,000.00**Proposed Program Expenditures:**

Direct operating expenses - itemized description:

a) material and labor \$70,000.00

b) _____

c) _____

d) _____

Administrative expenses - itemized description:

a) soliciting of funds and post program review \$3,000.00

b) _____

c) _____

d) _____

Total Proposed Expenditures: \$73,000.00

Part IV — Municipal Information

To be completed by the municipal agency overseeing implementation of the program

Name of municipal agency overseeing implementation of the program: _____

Mailing address: _____

Name of municipal liaison: _____

Telephone number: _____

Fax number: _____

Email address: _____

Post-Project Review

Is a post-project review required for this proposal?

☐ Yes

☐ No

If **Yes**, date post-project review due:

Date

990

Return of Organization Exempt From Income Tax

OMB No. 1545-0047

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

2020

Open to Public Inspection

Department of the Treasury
Internal Revenue Service

Do not enter social security numbers on this form as it may be made public.

Go to www.irs.gov/Form990 for instructions and the latest information.

A For the 2020 calendar year, or tax year beginning

and ending

B Check if applicable:

- ☐ Address change
☐ Name change
☐ Initial return
☐ Final return/terminated
☐ Amended return
☐ Application pending

C Name of organization

HAZARDVILLE INSTITUTE CONSERVANCY SOCIETY, INC.

Doing business as

Number and street (or P.O. box if mail is not delivered to street address) Room/suite
P.O. BOX 406City or town, state or province, country, and ZIP or foreign postal code
ENFIELD, CT 06083F Name and address of principal officer: LLOYD HALL
SAME AS C ABOVE

D Employer identification number

-*0974

E Telephone number

860-749-6594

G Gross receipts \$

16,503.

H(a) Is this a group return

for subordinates? ☐ Yes ☒ NoH(b) Are all subordinates included? ☐ Yes ☐ No

If "No," attach a list. See instructions

H(c) Group exemption number

I Tax-exempt status: ☒ 501(c)(3) ☐ 501(c) () (insert no.) ☐ 4947(a)(1) or ☐ 527

J Website: N/A

K Form of organization: ☒ Corporation ☐ Trust ☐ Association ☐ Other

L Year of formation: 1979 M State of legal domicile: CT

Part I Summary

Activities & Governance	1	Briefly describe the organization's mission or most significant activities: PROVIDE ASSISTANCE IN THE MAINTENANCE, RESTORATION & PRESERVATION OF THE HAZARDVILLE INSTITUTE		
	2	Check this box ☐ if the organization discontinued its operations or disposed of more than 25% of its net assets.		
	3	Number of voting members of the governing body (Part VI, line 1a)	3	11
	4	Number of independent voting members of the governing body (Part VI, line 1b)	4	11
	5	Total number of individuals employed in calendar year 2020 (Part V, line 2a)	5	0
	6	Total number of volunteers (estimate if necessary)	6	0
	7	a	Total unrelated business revenue from Part VIII, column (C), line 12	7a
b		Net unrelated business taxable income from Form 990-T, Part I, line 11	7b	0.
Revenue	8	Contributions and grants (Part VIII, line 1h)	Prior Year 3,256.	Current Year 14,361.
	9	Program service revenue (Part VIII, line 2g)	0.	0.
	10	Investment income (Part VIII, column (A), lines 3, 4, and 7d)	209.	224.
	11	Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	110.	1,874.
	12	Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)	3,575.	16,459.
Expenses	13	Grants and similar amounts paid (Part IX, column (A), lines 1-3)	0.	0.
	14	Benefits paid to or for members (Part IX, column (A), line 4)	0.	0.
	15	Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)	0.	0.
	16a	Professional fundraising fees (Part IX, column (A), line 11e)	0.	0.
	b	Total fundraising expenses (Part IX, column (D), line 25)	0.	
	17	Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)	808.	948.
	18	Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)	808.	948.
	19	Revenue less expenses. Subtract line 18 from line 12	2,767.	15,511.
Net Assets or Fund Balances	20	Total assets (Part X, line 16)	Beginning of Current Year 801,913.	End of Year 819,972.
	21	Total liabilities (Part X, line 26)	0.	0.
	22	Net assets or fund balances. Subtract line 21 from line 20	801,913.	819,972.

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here	Signature of officer		Date	
	LLOYD HALL, TREASURER			
Paid Preparer Use Only	Print/Type preparer's name	Preparer's signature	Date	Check ☐ if self-employed PTIN
	LUCIEN P. BOLDUC		05/14/21	P00094524
Firm's name	Firm's address		Firm's EIN	
	MERCIAK & BOLDUC, LLC 585 HAZARD AVENUE ENFIELD, CT 06082-4241		**-***9677	
			Phone no. 860-763-2351	

May the IRS discuss this return with the preparer shown above? See instructions

☒ Yes ☐ No

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

Resolution Setting a Public Hearing for the Proposed Reconstruction and Repair of Various Town Roads and Roadside Elements

WHEREAS, certain roads within the Town of Enfield are in need of maintenance, repair, or reconstruction; and

WHEREAS, the Enfield Town Council wishes to provide funding for this maintenance, repair, or reconstruction; and

WHEREAS, the Enfield Town Council wishes to seek input on this project from the public.

NOW, THEREFORE BE IT RESOLVED, that the Enfield Town Council does hereby schedule a Public Hearing to be held on July 6, 2021 at 5:45 p.m. in the Enfield Town Hall Council Chambers, 820 Enfield Street, Enfield, Connecticut in order to allow public comment on the proposed "Reconstruction and Repair of Various Town Roads and Roadside Elements."

Date Prepared: June 15, 2021
Prepared by: Town Manager's Office

ENFIELD TOWN COUNCIL

RESOLUTION NO. ____

Resolution Setting a Public Hearing for the Proposed Recreation Enhancements to Higgins Park and Other Town Locations

WHEREAS, the Town Council would like to provide enhanced recreational opportunities for town residents at Higgins Park and at other town locations; and

WHEREAS, the Enfield Town Council wishes to provide funding for these recreational enhancements; and

WHEREAS, the Town Council would like the public's input on the project,

NOW, THEREFORE BE IT RESOLVED, that the Enfield Town Council does hereby schedule a Public Hearing to be held on July 6, 2021 at 6:15 p.m. in the Enfield Town Hall Council Chambers, 820 Enfield Street, Enfield, Connecticut in order to allow public comment on the proposed "Recreation Enhancements to Higgins Park and Other Town Locations."

Date Prepared: June 15, 2021
Prepared by: Town Manager's Office

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

**Resolution Setting a Public Hearing for the Proposed Roof Replacement on
Various Town and School Buildings**

WHEREAS, the roofs on certain town and school buildings are 20 years old or more and need to be replaced; and

WHEREAS, the Enfield Town Council wishes to provide funding for the replacement of these roofs; and

WHEREAS, the Town Council would like the public's input on the project.

NOW, THEREFORE BE IT RESOLVED, that the Enfield Town Council does hereby schedule a Public Hearing to be held on July 6, 2021 at 6:30 p.m. in the Enfield Town Hall Council Chambers, 820 Enfield Street, Enfield, Connecticut in order to allow public comment on the proposed "Roof Replacement on Various Town and School Buildings."

Date Prepared: June 15, 2021
Prepared by: Town Manager's Office

ENFIELD TOWN COUNCIL

RESOLUTION NO. ____

**Resolution Setting a Public Hearing for the
Public Safety Complex Addition**

WHEREAS, the Town has acquired property adjacent to the Enfield Public Safety Complex; and

WHEREAS, the Enfield Town Council wishes to construct an addition to the existing complex to house the Enfield Emergency Medical Services, upgrade the Enfield Police Department, and allow space for a regional state-of-the-art training center; and

WHEREAS, the Enfield Town Council wishes to provide funding for this addition; and

WHEREAS, the Town Council would like the public's input on the project.

NOW, THEREFORE BE IT RESOLVED, that the Enfield Town Council does hereby schedule a Public Hearing to be held on July 6, 2021 at 6:45 p.m. in the Enfield Town Hall Council Chambers, 820 Enfield Street, Enfield, Connecticut in order to allow public comment on the proposed "Public Safety Complex Addition."

Date Prepared: June 15, 2021
Prepared by: Town Manager's Office