



AGENDA ENFIELD TOWN COUNCIL REGULAR MEETING

Monday, February 7, 2022

**7:00 PM – Enfield Annex
Auditorium**

124 North Maple Street

<https://youtu.be/rswLDasYu9I>

- 1. PRAYER – Councilor Mike Ludwick**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL.**
- 4. FIRE EVACUATION ANNOUNCEMENT.**
- 5. MINUTES OF PRECEDING MEETINGS.**
 - Special Meeting – January 18, 2022
 - Regular Meeting – January 18, 2022
- 6. SPECIAL GUESTS.**
- 7. PUBLIC COMMUNICATIONS AND PETITIONS.**
- 8. COUNCILOR COMMUNICATIONS AND PETITIONS.**
- 9. TOWN MANAGER REPORT AND COMMUNICATIONS.**
- 10. TOWN ATTORNEY REPORT AND COMMUNICATIONS.**
- 11. REPORT OF SPECIAL COMMITTEES OF THE COUNCIL.**
- 12. OLD BUSINESS.**
 - A. Discussion/Resolution:** MOU with Fire Districts for Collection and Distribution of Taxes. (Tabled 11/16/2020)
- 13. NEW BUSINESS.**
 - A. Consent Agenda – Action.** None
 - B. Appointment(s)–Town Council Appointed.** None
 - C. Appointment(s) – Town Manager Appointed/Council Approved.** None
 - D. Appointment(s) - P & Z Commission Appointed- Council Approved.** None

14. ITEMS FOR DISCUSSION.

A. ****Consent Agenda – Review.**

1. **Discussion/Resolution:** Resolution Accepting Donation from Home Depot.
2. **Discussion/Resolution:** Resolution Adopting the new Deputy Director-Capital Project and Administration Job Description.

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

1. **North Central District Health Department Board of Directors Enfield Representatives-** The Term of Office of Gregory Stoke (R) Expires 06/30/2021. Replacement Will be Brandon Jewel (D) Until 06/30/2024.
2. **Inland Wetlands and Watercourses Agency –** The Term of Office of Jane Smith, (U) Expired 06/30/2020. Replacement Will be Nancy Martin (D) Until 06/30/2024.
3. **Inland Wetlands and Watercourses Agency –** A Vacancy Exists Due to the Resignation of Robert Chagnon (R). Replacement Will be Anne Collins (R) Until 06/30/2023.
4. **Inland Wetlands and Watercourses Agency – Alternate -** A Vacancy exists Due to the Resignation of Marcy Taliceo (D). Replacement Will be Sean Deane (I) be Until 06/30/2023.

C. **Appointment(s) – Town Manager Appointed/Council Approved. None**

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

1. **Capitol Region Council of Governments Regional Planning Commission Enfield Residents – Regular Member-** A Vacancy Exists due to the Expiration of Virginia Higley (D). Replacement Will be Frank Alaimo (R) Until 12/31/2022.
2. **Capitol Region Council of Governments Regional Planning Commission Enfield Residents – Alternate Member-** A Vacancy Exists due to the Expiration of Frank Alaimo (R). Replacement Will be John Petronella (D) Until 12/31/2022.

E. **Discussion/Resolution:** Resolution to Approve Tax Assessment Agreement for 113 North Maple Street.

F. **Discussion/Resolution:** Resolution to Adopt the Wage Adjustments for the Positions in the Following Departments: Public Works, Finance, Human Resources and Town Attorney Office.

G. **Discussion/Resolution:** Request for Transfer of Funds for Wage Adjustments \$11,074.

H. **Discussion/Resolution:** Request for Transfer of Funds for Public Works to Close Out the Alcorn Remodel. \$14,090.72.

I. **Discussion/Resolution:** Request for Transfer of Funds from General Fund for the Transfer Station Project \$79,000.

J. Discussion/Resolution: Request for Transfer of Funds from Town Infrastructure Sinking Fund for the Transfer Station Project \$300,000.

K. Discussion/Resolution: Resolution Waiving the Bid Requirements for the Design of the Municipal Parking Lot Expansion at the Enfield Express.

15. MISCELLANEOUS.

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

17. COUNCILOR COMMUNICATIONS.

18. ADJOURNMENT.

*** REMOVE FROM AGENDA**

**** WOULD LIKE TO BE CONSIDERED FOR REAPPOINTMENT**

ENFIELD TOWN COUNCIL
MINUTES OF A SPECIAL MEETING
TUESDAY, JANUARY 18, 2022

A Special Meeting of the Enfield Town Council was called to order by Chairman Cressotti on Tuesday, January 18, 2022. The meeting was called to order at 6:00pm.

ROLL-CALL- Present were Councilors Cekala, Cressotti, Finger, Hopkins, Ludwick, Mangini, Pyznar and Unghire. Councilor Despard arrived at 6:15 pm. Councilors Bosco and Santanella were absent. Also present were Town Manager, Ellen Zoppo-Sassu; Town Attorney, James Tallberg; and Town Clerk, Sheila Bailey.

MOTION #6076 by Councilor Finger seconded by Councilor Mangini to go into Executive Session to discuss Real Estate Negotiations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #6076** adopted, 8-0-0.

EXECUTIVE SESSION

The Executive Session of the Enfield Town Council was called to order by Chairman Cressotti at 6:01pm.

ROLL-CALL- Present were Councilors Cekala, Cressotti, Finger, Hopkins, Ludwick, Mangini, Pyznar and Unghire. Councilor Despard arrived at 6:15 pm. Councilors Bosco and Santanella were absent. Also present were Town Manager, Ellen Zoppo-Sassu; Town Attorney, James Tallberg; and Town Clerk, Sheila Bailey.

Chairman Cressotti reconvened the Special Meeting at 6:30pm and stated during Executive Session the Council discussed Real Estate Negotiations with no action or votes being taken.

REGISTRAR OF VOTERS - REDISTRICTING

Present for this item were Lewis Fiore, Democratic Registrar of Voters and Thomas Kienzler, Republican Registrar of Voters.

Mr. Fiore read the following into the record: Since redistricting is making the news, we wanted to provide you with an update and an outline of the needed implementation steps. I should also mention that I have personally been involved with this task twice (in 1982, 2002), so I have been through this gauntlet before.

Every 10 years, per the US Constitution, State Constitution and our Town Charter, the various voting districts need to be re-balanced (redistricted) per population based on the census data.

As of this past fall, the State Assembly received the official census data and has completed its work on redistricting all the State Senate and State Assembly Districts. There was no change to Enfield as it pertains to the 7th Senatorial District. There was a minor change as it pertains to

Enfield for the 58th and 59th State Assembly Districts. Five or six streets that were partially in the 59th District have now been completely moved to the 58th District. The State has provided us with those changes that by State Statute, Tom Kienzler and I, as Registrars of Voters, have to make in the State Voter Registration system by mid-March 2022. This is so that they take effect for the upcoming Party Convention Delegate selection process and for the elections in August and November of 2022.

As it pertains to the five federal congressional districts in the state: various plans have been submitted to the Connecticut State Supreme Court, who have assigned a special Master to recommend a redistricting plan that will then be accepted by the State Supreme Court. The final completion date for that action is around February 18th. At that time, we will know if Enfield remains in the 2nd Congressional District. If we are moved out of the 2nd Congressional District, the Registrars will have to implement that change and every registered voter in Enfield (approx. 26,000) will have to be notified.

As it pertains to the Town: assuming you want the ROVs to take the lead on this task as in the past, then our goal is to begin the work of creating a redistricting plan of the four Town Council Districts in late January 2022 to be submitted to you by mid-May. By federal statute, to the best of our ability, we need to balance out the districts by overall population (not by registered voters). This is a difficult task as the census data is provided to us in 'census blocks' not by streets and some of those blocks are split between different Council Districts.

All municipal redistricting changes must be approved by the Town Council, I believe, via a public hearing and a resolution. In addition, during the upcoming November 2022 election, the Enfield residents must vote and hopefully approve the Municipal Redistricting Plan as a referendum question which is a requirement under our Town Charter. If passed, these changes will then be in effect for the November 2023 Municipal Election and for all future elections after that, until 2033.

Now the bad news. First, we will need a Town Council Member Liaison assigned to us so that the Council and the Town Manager will be kept in the loop on the proposed changes (thus no surprises come May). Second, we will need a town staff member with knowledge of loading data into the town's GIS system and for assisting us with producing the reports and maps. Thirdly, we will not budget for the postage and printing of the Municipal change notifications at this time (proposed 2022/2023 budget) as we have no idea how much it will cost. It depends on the amount of changes. Thus, a late budget increase request prior to your May budget approval meeting might be submitted from us.

If the referendum required by our Charter in November does not pass, it has to be re-done again and that has never happened. I put a word out, if there is any way to word the referendum question in a way that makes it crystal clear that it is by state law and there are no dollars involved. It needs to be simple for the voting public to understand. It has to happen; the Charter says it has to be approved at referendum. We don't want to have to go back to a second referendum. We are one of the few towns that actually have to have voters pass this type of administrative change by a referendum question. In most towns it is done by an ordinance or the Council, First Selectman or Mayor.

Councilor Ludwick commented that he likes that we are one of the few towns that has to vote on redistricting by referendum. Redistricting is so political now, so he is glad it must be a referendum.

When it comes to the budget what are we looking at?

Mr. Fiore stated that we have enough money to cover the federal and state changes.

Councilor Ludwick asked whether we could know the five streets discussed?

Mr. Fiore said it is Avon Street, Avon Street Extension, Edwards Street, Beverly Street, the top half of Old Farms and north side of Middle Road.

Mr. Kienzler said the goal is to move as few people as possible to accomplish the balance.

Councilor Mangini wanted to know when the Registrars will be ready to disseminate the information regarding the changes to the public, the Council, and the town?

Mr. Fiore stated that the goal is to be able to present the recommendation to the Council at the first meeting in June or last meeting in May, depending on when the budget implementation meeting is going to be.

Mr. Kienzler said the Council Liaison will keep the remaining Council members informed and updated.

Councilor Hopkins asked if there was an easy way for residents to determine which district they fall in, perhaps by street names?

Mr. Kienzler responded that residents can go online and enter their address and it will give them the voting district.

JOHN F. KENNEDY MIDDLE SCHOOL UPDATE

As you are aware, the town temporarily moved the JFK polling location over to the Senior Center approximately 2 years ago because of the construction at that site. We have been notified by the Chairman of the JFK Building Committee that we should be able to move back to JFK in August of 2022 (this summer). Thus, we are notifying you that this is our intention at this time. We will be meeting with the Board of Education and their staff and then with Building & Grounds to discuss this task sometime in February.

Mr. Fiore stated that they are just waiting for a Town Council Liaison to be assigned to them.

Councilor Cekala asked that when the Registrars meet with the BOE about JFK, could they talk to them about going back to the front of Enfield Street?

Chairman Cressotti also added that the back of Enfield Street parking lot and walkway is treacherous. He also appointed Councilor Ludwick and Councilor Mangini as the two Council Liaisons.

ADJOURNMENT

MOTION #6077 by Councilor Mangini, seconded by Councilor Hopkins to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #6077** adopted 9-0-0, and the meeting stood adjourned at 6:50pm.

Respectfully submitted,

Sheila M. Bailey
Town Clerk
Clerk of the Council

Tina Demers
Secretary to the Council

**ENFIELD TOWN COUNCIL
MINUTES OF A REGULAR MEETING
TUESDAY, JANUARY 18, 2022**

A Regular Meeting of the Enfield Town Council was called to order by Chairman Cressotti on Tuesday, January 18, 2022. The meeting was called to order at 7:00pm.

Chairman Cressotti stated that we are following Executive Order 14A requiring masks for all meetings held in municipal buildings. We want to make sure everyone stays safe and well during these difficult times. Please follow all protocols necessary as numbers are coming down. We are asking all committees to follow these guidelines as well. Our goal is to make sure our Board of Education and Town Council are able to discuss their business free of distractions. We are here to conduct business and not to entertain the mask discussion.

We don't want to issue warnings or tickets to anyone that is non-compliant. The town is significantly impacted with several sick employees who are seriously ill and some hospitalized. Our commitment is to do everything possible to safeguard our community and our municipal workforce.

PRAYER- The prayer was given by Councilor Hopkins.

PLEDGE OF ALLEGIANCE- The Pledge of Allegiance was recited.

ROLL-CALL- Present were Councilors Cekala, Cressotti, Despard, Finger, Hopkins, Ludwick, Mangini, Pyznar and Unghire. Councilors Bosco and Santanella were absent. Also present were Acting Town Manager, Ellen Zoppo-Sassu; Town Attorney, James Tallberg; Director of Economic Development Services, Laurie Whitten; Public Works Director, Donald Nunes; Assistant Public Works Director, Ken Boulette; and Town Clerk, Sheila Bailey.

FIRE EVACUATION ANNOUNCEMENT- Chairman Cressotti made the fire evacuation announcement.

MINUTES OF PRECEDING MEETINGS

MOTION #6078 by Councilor Cekala, seconded by Councilor Hopkins to accept the minutes of the January 3, 2022, Special Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the chair declared **MOTION #6078** adopted 8-0-1 with Councilor Mangini abstaining.

MOTION #6079 by Councilor Cekala, seconded by Councilor Finger to accept the minutes of the January 3, 2022, Regular Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the chair declared **MOTION #6079** adopted 8-0-1 with Councilor Mangini abstaining.

SPECIAL GUESTS- None.

PUBLIC COMMUNICATIONS

Peter Jonaitis, 3 Farmstead Circle

He came before the Council tonight to speak about mandatory mask wearing in public buildings and at public meetings. He understands that the decision is up to the Town Manager. He stated that it is his contention that we have 3 options when it comes to wearing masks at our public meetings. Option one, which is already implemented, is that masks must be worn at public meetings and in public buildings. Option two would be to have those who want to wear masks sit on one side of the chambers and the ones who don't want to wear masks sit on the other side. Option three would be to have the Town Manager go back to the way things were regarding wearing masks or not wearing masks after 5pm. He stated that this Council can tell the Acting Town Manager to revert to options one or two.

For those of you that attend the Board of Education (BOE) and Town Council meetings, at the last BOE meeting there were five patrol cars in the parking lot. One officer in the chamber, one outside the chamber and one officer downstairs politely explaining to the 25+ people the consequences if anyone went into the chamber without a mask on or refused to keep their mask on. The bottom line was you would be issued a ticket for \$100 fine, and if you still refused to put on a mask, they would cuff you and arrest you and take you to the police station. He asked the Council if this is the price you want Enfield people to pay to speak at a meeting. We can go to restaurants, stores, casinos, bars, and large gatherings, etc., but we can't enter these chambers to speak at a public meeting without a mask on. Please get rid of this mask mandate.

Dale Butrymowicz, 11 Winter Way

He stated that he came tonight to speak on something that will become a voting matter in February; the tax abatement decision for the 113 North Maple Street property. This is a 500,000 square foot warehouse, a \$50 million dollar project, no estimate of how many full-time jobs created and no estimate for payroll. Enfield plans to give them a 50% tax reduction abatement over a 10-year period on an assessed value of \$35 million dollars, which 50% of that will be subject to the abatement. That's \$6 million over 10 years. There has been no analysis done on the economic benefits to the town, no analysis for the cost to the town, and yet we seem to be okay with this. Abatement should be tied to economic benefits, incentives to create a positive impact on the community and the residents should see some benefits. How has this gone on so long with no awareness of the residents of the town? This is not a done deal; it is still a proposal. We need to better understand how this will benefit Enfield. I would ask you to look long and hard at what the benefit to Enfield is that would qualify for this level of tax abatement. It will be a bad deal if you approve it.

Bob Tkacz, 815 Woodgate Circle

Stated that he thinks there should be plexiglass barriers because of everyone speaking without masks.

He remarked that similar sized towns to Enfield have over 4,000 businesses. Enfield has just over 2,000. What are we doing wrong and where are the other 2,000 businesses we should have? This affects the mill rate which affects the number of people moving in. The school population has been declining. Something must be done to revitalize Enfield. All these other towns give incentives to get

businesses in there. We have the highest unemployment rate compared to these other towns. We need to do something to build Enfield back up.

COUNCILOR COMMUNICATIONS

Councilor Mangini thanked Councilor Hopkins for a very powerful prayer honoring Dr. King. She thinks he got the message across that we, as a people, need to continue to grow and strive to do his work. I want to thank our Acting Town Manager and her executive decision to mandate the masks. She understands many people don't like wearing the mask, but the intent is to protect people.

Councilor Hopkins spent about eight hours doing a ride along with our police department last Friday. He stated the number one killer of police officers in the past two years has been COVID 19 and complications related to the virus. He wants to encourage the public to take this seriously, if not for yourself but for the public servants out there serving the town like Enfield PD.

Councilor Ludwick requested an answer to his previous email to the manager and leadership with the question of why the police are at the BOE meeting instead of patrolling, especially if we are down police due to COVID. The public has the right to know why.

Councilor Despard made note that on February 7 the Council will be acting on the tax abatement issue for 113 North Maple Street. He thinks the public interest has been wonderful so far and hopes it continues.

Chairman Cressotti remarked that he is appreciative of everyone who has been very respectful and abiding by the mask policy.

He also stated that Councilor Hopkins mentioned Martin Luther King and gave a very nice prayer. Martin Luther King was a fighter for racial justice and equality. He stood to make a difference for every race and his word spoke for every nationality to feel no segregation. He was a peaceful man and he spoke with a voice, not violence. Martin Luther King Day is a day of service. On behalf of the Town of Enfield, he wished to thank our residents that serve and volunteer in this community and live with that spirit.

January 4th, he, Councilor Santanella, Councilor Pyznar and Councilor Unghire spent a lot of time distributing test kits. It was very rewarding to pass out 5,000 kits to our residents. We are going to continue to work with state and local health officials to deploy additional resources for testing, vaccinations, and boosters.

This week Chairman Cressotti and the Town Manager went to a Connecticut Conference of Municipalities virtual meeting to learn about the potential opportunities for infrastructure and investments. There are some important things on the horizon at the state level in terms of workers compensation for firefighters, group home non-profit exemptions, and COVID 19 workers compensation.

Being mindful of the cold weather, he wanted to reiterate that we have the safe harbor warming center and additional warming sites in town. The Senior Center, Public Library and Pearl Street Library. St. Patrick's church is open 7 days a week, 9:00pm until 7:00am, so the homeless or anyone that needs shelter can go there. It is open now until March 31.

TOWN MANAGER REPORT AND COMMUNICATIONS

Acting Town Manager Ellen Zoppo-Sassu stated that last week the federal government did issue the final rules for the American Rescue Plan Act. There now is an opportunity for us to go back and revisit that wish list that was created. They have decided to allow towns to take a \$10 million dollar blanket reduction of revenue loss and apply it to any projects without any strings attached. Tied to this is the beginning of the budget process.

She has been working with the Finance Department and will be issuing some parameters and guidelines and would like to reinstitute accomplishments and goal setting in the budget documents. With the budget being accessible online to the public, we really need to include the narrative of the departments and their strategic planning individually, and how those feeds into our new Plan of Conservation and Development as well as other initiatives.

We are seeing a decline in COVID cases for our front-facing employees. We do have three new cases in this building this week. The majority of those affected in the Police Department are coming out of their five-day isolation with only a couple new cases. The majority of our early childhood daycare workers which were hit hard over the last week or so, are returning to work as well. Ensuring that we have an adequate workforce continues to be a priority which has contributed to the mask policy. This is an extremely contagious variant. It is my responsibility to make sure that anyone who enters this building is not spreading the variant and those who enter are protected. Mask wearing is unpalatable for most people, but then I think of the tragedies, some local, and some loss of life, especially with some unvaccinated, including a young parent of two Enfield students. Those are the stories I don't like to hear. I will stand with my mask policy until the Governor makes a recommendation in February.

The police were here last week at the request of the BOE. There are several people who are uncomfortable at those meetings due to the level and tenor at those meetings. People who are serving in elected and appointed positions should be able to do so in a safe and orderly manner. Tonight, they are here on a regular walkthrough patrol.

Assistant Town, Manager Kasia Purciello is returning to work on Monday.

We were just shy of 500 people who took advantage of the vaccine clinics. We will continue to hold those clinics throughout February, they will be at the Senior Center from 1-5pm. The one for next Friday the 28th is confirmed, the one for the week after is waiting for approval from the Department of Public Health. They do pediatric doses, first and second shots and boosters.

In this week's Hartford Business Journal, the center spread is an article about the new Enfield train platform and how it could revitalize the town district. Additionally, there is an online article about one of the factory distribution centers that is being proposed.

Chairman Cressotti added that there is also another article about Enfield on Business West.

Councilor Finger asked Ms. Zoppo-Sassu if, before discussing the distribution of the ARA money, Councilors could receive the seniority list of all the departments that are involved, from DPW, which includes dispatch, custodians, librarians and DPW itself. Also, the police department, their officers and union, EMS, their officers, and union. The teams that handle the buses that go around town, they had to work through all this. We need to sit down and figure out how this American Rescue Act money can be distributed properly to these people.

TOWN ATTORNEY REPORT AND COMMUNICATIONS

Attorney James Tallberg stated there is no public report from the Town Attorney tonight.

REPORT OF SPECIAL COMMITTEES

Councilor Mangini noted that the Fourth of July Committee has been meeting. They are going to put on a fantastic organizational event for us that we have not had in two years.

Councilor Unghire gave an update of the JFK Building Committee. The red wing is complete, and the students and teachers are all in their classrooms. All the computer areas are complete. Some of the interior rooms have beautiful skylights. The material process area is all complete. The Science and Robotics area is in the old auditorium. The old kitchen is now the Guidance Department. The boiler room is 98% complete. We are still ahead of schedule. There is going to be leftover money which will be used to irrigate the fields and put some lights up at the basketball court and acquire a couple storage of sheds.

Councilor Cekala added that they are working on getting another reimbursement request into the state for a chunk of money.

Councilor Hopkins serves as the liaison for the North Central District Health Department and stated that they are working hard to find money to do some repairs to their building. Additionally, he and Councilor Unghire sat with the Blight Committee. Some requests were received and one of those is the subject of a resolution tonight.

He reminded everyone that there are many openings for town boards and commissions. The list of available positions and the portal to apply is available on the town website.

Councilor Cekala met with Joint Facilities Committee this week. She and Councilors Pyznar and Despard are members. The bids for Eli Whitney and Hazardville Memorial are out and are due the Regular Meeting

28th. Pre-bid walk-through was today. Since the roof referendum has passed, the Committee has started talking about timing and if there is some reprioritization needed on those roofs. The transfer station bid came in a little high, so they had some discussion about trying to solve that problem in order for it to be done in a timely manner and up to the specs that everyone wants.

Chairman Cressotti mentioned that it is tax season, and the Senior Center will be doing 36 appointments per day with the help of volunteers from AARP. They will start taking appointments January 20, 2022. Appointments will run from 2/7/22 to 4/18/22. If you need tax assistance, call for an appointment.

He and Councilor Pyznar attended a meeting of the Commission on Aging. Kudos to Chairman Dave Goyette; he really informs everybody of every latest thing. They also have the minor home repair for seniors headed up by Tim Slade. His workshop is over at the Annex and his work will resume in March. We need to look into Mr. Slade getting access to the building outside of business hours, so he does not need to contact a custodian. The senior living program has Grandparents Raising Grandchildren, the Choices Program, and the Nursing Home Project. He wishes to thank Jennifer Switalski, our Elderly Care Coordinator, as she is leaving Enfield for a new position with the State of CT.

OLD BUSINESS

Item A will remain tabled.

MOTION #6080 by Councilor Mangini, seconded by Councilor Finger to remove Item B *Resolution Adopting the Revised Solid Waste Ordinance* from the table.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #6080** adopted 9-0-0.

RESOLUTION # 6081 by Councilor Mangini, seconded by Councilor Finger.

WHEREAS, the volume of Municipal Solid Waste produced in the Town of Enfield and the cost of disposal have been increasing at a significant rate; and

WHEREAS, the rate of recycling as a percentage of total waste has been declining; and

WHEREAS, the Enfield Department of Public Works has drafted a revised Municipal Solid Waste Ordinance which is intended to control costs and increase recycling; and

WHEREAS, the ordinance has been reviewed and revised with the input of the Public Works Subcommittee of the Town Council; and

WHEREAS, at a public hearing conducted on August 2, 2021, the residents of the Town of Enfield have had the opportunity to ask questions of Town staff and make comments to the Town Council regarding the proposed ordinance.

BE IT RESOLVED, the Enfield Town Council hereby approve and adopt the attached Municipal Solid Waste Ordinance, effective February 28, 2022, to allow for public education and implementation.

Ms. Zoppo-Sassu indicated that we do have representatives here from Public Works to answer specific questions. There is a solid waste crisis in the State of CT and across the country. We as community are now paying for the disposal of recycled materials, solid waste materials and yard waste materials. The more blue barrels we can get out there as opposed to the gray, the better.

Donald Nunes, Director of DPW, explained that under the revised ordinance, single-family homes will be allowed a maximum of three barrels. The first barrel is no cost to dump, the second barrel will be \$85 per year, and the third barrel will be \$85 per year. We pay \$81.50 per ton and the average person throws away 1.06 tons per year and that would be \$85. If you want to purchase a second barrel, it costs \$60 at DPW.

Single-family homes are allowed up to four barrels for recycling. Recycling is at \$11.04 per ton to dispose of, so every pound we can take out of the \$81.50 per ton is a benefit.

For yard waste, single-family homes, not including the spring clean-up or the fall leaf collections, will be allowed up to 4 barrels. The first two are free and the third and fourth will be \$45 a year. Two, three and four-family homes will have a max of two barrels per unit. The first is free and the second is \$85 per year. Recycling barrels are four max per unit. You can have four yard waste tipper barrels max per property. The first and second are free and third and fourth are \$45 per year. Commercial and multi-family over five units have a max of three tipper barrels per property. The first is free and the second and third are \$85 per year. Commercial and multi-family units over five are not eligible for yard waste.

There are some minor changes involved with the transfer station. There will be an annual commercial business permit with a primary address in Enfield that will cost \$120 per year. Brush and tree debris will be 7 cents a pound after the fifth visit.

Councilor Mangini stated that she is confused with the gray barrel. If a single-family homeowner already owns two gray barrels, will there be an additional charge if they put both barrels out to be emptied?

Donald Nunes stated that with the roll-out there will be red numbered tags that will go on the handle of the barrel. Each resident gets one free to bring out. If they want to put out a second one, it will cost \$85. If the driver pulls up and one gray tipper has a red tag and one does not, the driver will only empty the one that has the red tag because the one without the red tag means it is not paid for.

Councilor Mangini disagreed with this part. She bought two tippers years ago. She currently uses only one, but in the event she wanted to use two, she would have to pay \$85?

Donald Nunes responded yes if you put it out year-round. There will be special occasions that Ken can talk about.

Ken Boullette explained that there are six major holidays like Christmas, New Year's, and Memorial Day, etc. where you might have a party or barbeque and you will be able to put out the additional two barrels free of charge with no red tag on them.

Councilor Mangini asked that on a normal week, she will be charged \$85?

Donald Nunes confirmed that we will empty the first one free of charge, but if you put the second one out without the red tag, we will leave it. \$85 is for the year not per barrel dumped.

Councilor Mangini remarked that she is thankful for the clarification because she didn't realize the \$85 was for the whole year. She still doesn't think we should be charged.

Councilor Unghire stated that if you factor in 52 weeks in a year it costs \$1.63 a week.

Councilor Finger clarified that Mr. Nunes and Mr. Boullette will tell you that the town gets a lot of people who put 50-pound bags of cement in these tippers as well as microwaves and mini refrigerators and every little thing that they can put in there. This all costs the town money to throw away. If you use one tipper now, you will be using one all year. This will affect the people that try to abuse the policy and don't know how to recycle properly. Education to the public is important.

Councilor Ludwick asked if it is effective next year. The state is looking for a destination for bulky trash. If it is \$85 per ton now, it will be over \$100 per ton. The town is not doing this to get more for the second barrel. Right now, we are paying \$83 a ton, but within a year or two it's going to be \$100 or more per ton to dispose of it.

Mr. Nunes explained that right now we are at \$81.50 until June 30, 2022. We go to \$83 from July 1, 2022 until June 30, 2023. We will be going out to bid in Jan/Feb of 2023 to see how it goes from there. Our neighbors are paying anywhere from \$95-\$120 per ton right now.

Councilor Ludwick asked if he is correct in saying that within a year or two, we will not be able to dispose of it within the general area and the cost to transport is going to go up.

Mr. Nunes stated there is no current facility in CT. There are no more landfill facilities. MIRA has 51 host communities, and Hartford is no longer burning as of July 2022. They will then use that as a

transfer station. Those 51 communities can still use it as a transfer station until 2027 but the prices are going to go up. They are already shipping to Ohio and the Mid-West.

Councilor Ludwick remarked that we are trying to get ahead of what we know is already coming and it's going to be a significant cost for us to dispose of trash within a short amount of time. This will impact everyone's budget and then taxes. So, we are saying recycle more. Councilor Bosco has been working on this for years.

Councilor Ludwick asked that since there are different sizes of gray barrels, is everything going to be \$85 or based on the size of the barrel?

Deputy Director of DPW, Ken Boullette responded that realistically, we would like to go to all 96-gallon barrels. We have not yet discussed whether it will be a different fee for different sizes. There is an issue with production on barrels. We placed an order for yard waste barrels in August and we have not received them yet.

Councilor Ludwick stated he supports being a little more creative with the smaller sized gray barrels. Are you charging for the new blue barrels, and brown barrels?

Mr. Nunes answered that you can have up to four free blue barrels, but you must prove that you are recycling well enough to get more blue barrels because they do cost us money. You can have up to four brown barrels. The first two are free to empty and the third and fourth are \$45 each to empty.

Councilor Ludwick stated that the town doesn't want to have to charge for the second gray barrel but unless you want to pay \$145 to discard bulky waste, that is the reality we must face. Realistically when we go to bid, where is the closest discharge going to be? It is going to affect the cost, and will we be able to get anyone in New England?

Donald Nunes answered that USA is on Mullen Road and we bring it to Babylon.

Councilor Finger wanted clarification that the brown tippers are not free, just the cost to empty the first two is free, right? He also reminded everyone that there is cardboard recycling at the Transfer Station.

Councilor Mangini stated that she is going to support the resolution but is opposed to the \$85.

Councilor Hopkins stated that we are one of the few towns that has a municipal waste service and thinks it is an incredible benefit to our town. It is much cheaper than using a private service. We want to protect our local waste collection service that everyone relies on.

Councilor Finger asked if the February 28th date is a good date for us to try and initialize all of this?

Mr. Boullette responded that it is going to be crazy busy to be honest. We have five rubbish runs right now that we pick up trash Monday through Thursday. The plan is to do one rubbish run so those four days we will be out tagging barrels either just before or just after they are picked up so we can get them while they are on the street still. One of his concerns is winter weather. but they will try and make it happen. It has been put off too long.

He further stated that if a resident or business wants to put out a second barrel, DPW will need a 30-day grace period. It may be April 1 before they enforce it hard.

Mr. Nunes clarified that if someone makes a mistake, they are not going to hammer them. It will be a case-by-case thing. If they have a frequent flyer or habitual abuser that is a different story. People should have their tipper barrels removed by 7:00 that night and not sitting out for days. I have great staff and we will be able to take care of things.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #6081** adopted 9-0-0.

MOTION #6082 by Councilor Mangini, seconded by Councilor Finger to take Item C, *Resolution to Adopt a Revised Bulky Waste Collection Fee Schedule* from the table.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **Motion #6082** adopted 9-0-0.

RESOLUTION #6083 by Councilor Mangini, seconded by Councilor Cekala.

WHEREAS, the costs for the disposal of bulk Municipal Solid Waste collected at the Town of Enfield Transfer Station and through the residential bulk pickup program have been increasing at a significant rate; and

WHEREAS, the Enfield Department of Public Works has drafted a revised Bulky Waste Fee Schedule which is intended to control the cost of bulky waste collection to the Town; and

WHEREAS, this schedule has been reviewed and revised with the input of the Public Works Subcommittee of the Town Council; and

WHEREAS, at a public hearing conducted on August 2, 2021, the residents of the Town of Enfield have had the opportunity to ask questions of Town staff and make comments to the Town Council regarding the proposed schedule.

BE IT RESOLVED, the Enfield Town Council hereby approve and adopt the attached Bulky Waste Fee Schedule.

MOTION #6084 by Councilor Finger, seconded by Councilor Cekala to amend the fees at the Bulky Waste Transfer Station to start January 25, 2022.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #6084** adopted 9-0-0.

Councilor Ludwick asked whether on page 2, the refrigeration units included air conditioners.

Mr. Nunes answered that it does.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #6083** adopted 9-0-0.

NEW BUSINESS

Consent Agenda-none.

Town Council Appointed-none.

Town Manager Appointed/Council Approved-none.

P & Z Commission Appointed/Council Approved-none.

NOMINATION #6085 by Councilor Mangini to appoint Stephanie MacGillivray (D) to the Enfield Culture and Arts Commission for a term which expires 5/31/23.

MOTION #6086 by Councilor Finger, seconded by Councilor Hopkins to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #6086** adopted 9-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Stephanie MacGillivray appointed to the Enfield Culture and Arts Commission.

RESOLUTION #6087 by Councilor Cekala, seconded by Councilor Mangini.

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

TO: Grant Funded Projects Jag Grant Fiscal Year 2021-2022

Vehicles	31108882-573200	\$34,000
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FROM: Grant Funded Projects Revenue Fiscal Year 2021-2022

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JAG Grant Revenue

31104000-460986

\$34,000

CERTIFICATION: I hereby certify that the above stated funds are available as of January 10, 2022.

/s/ John Wilcox, Director of Finance

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #6087** adopted 9-0-0.

RESOLUTION #6088 by Councilor Mangini, seconded by Councilor Hopkins.

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

TO: EMS

Vehicles	25222000-573200	\$59,792
Other Equipment	25222000-573900	\$11,862

FROM: EMS Revenue

Miscellaneous Federal Revenue	25240000-413980	\$71,654
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CERTIFICATION: I hereby certify that the above stated funds are available as of January 7, 2022.

/s/ John Wilcox, Director of Finance

Erin Riggott, Director of EMS, explained that back in November, we applied to the federal government through the Department of Health and Human Services for Phase 4 COVID relief funding. In December we were awarded \$71,654. Those funds must be used by December 31, 2022. They must be specifically used to prevent, prepare, or respond to the Corona Virus. Our intent when applying for Phase 4 COVID funding was to purchase a paramedic response vehicle and a mechanical CPR device. The vehicle will replace a 2010 vehicle we currently own.

Councilor Cekala said great job for getting the funding for the new vehicle.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #6088** adopted 9-0-0.

RESOLUTION #6089 by Councilor Mangini, seconded by Councilor Finger.

WHEREAS, the Enfield Town Council adopted the Town of Enfield Tax Increment Financing (TIF) Policy on June 3, 2019; and

WHEREAS, the TIF Advisory Committee is recommending that certain modifications be made to the TIF Policy in order to have the ability to incentivize future investments being made within the Thompsonville District; and

WHEREAS, a public hearing was held on January 18, 2022, regarding the proposed modifications.

BE IT RESOLVED, the Town of Enfield Town Council hereby modifies the TIF Policy.

Councilor Hopkins asked if there is a tool that can really be put to good use in attracting businesses, businesses that work well alongside our local homeowners and residents living here. I think it is vital to building a town where people like to live. We need to grow our grand list, so we are not raising taxes.

Chairman Cressotti remarked that the TIF Policy was designed and was intended to encourage industrial, commercial, and retail mixed-use development and increase employment opportunities.

Ms. Zoppo-Sassu thinks these are good changes to the Enfield Tax Increment Financing Districts as they are designated. It is not a grant; it's not an incentive; it's a mechanism linked specifically to how these investors are going to improve the properties.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #6089** adopted 9-0-0.

RESOLUTION #6090 by Councilor Mangini, seconded by Councilor Unghire.

WHEREAS, the property owner of 57 Marion Place was cited for Property Maintenance violations between (1) April 13, 2021, to June 30, 2021, and (2) August 4, 2020, to August 19, 2020; and

WHEREAS, violation (1) was for collapsing, substantially damaged, or dilapidated exterior features which may include but are not limited to stairs, ramps, porches, handrails, railings, fences, hatchways, chimneys, metal smokestacks, attic vents or floors, and (2) was for persistent garbage, refuse or trash on the property; and

WHEREAS, the property owner did not contest liability for the violations before a duly appointed hearing officer; and

WHEREAS, pursuant to section 14-183 of the Enfield Town Code, property maintenance liens securing the fines were recorded in the Town's land records; and

WHEREAS, Quicken Loans, LLC, now known as Rocket Mortgage, LLC, commenced a mortgage foreclosure proceeding on or about June 17, 2021; and

WHEREAS, the Superior Court has set March 26, 2022, as the foreclosure sale date; and

WHEREAS, the property was vacated in April 2021, and the mortgage holder was able to validate vacancy and enter and secure the property on April 12, 2021; and

WHEREAS, the violations were remediated, and the property has been blight-free since October 29, 2021; and

WHEREAS, Rocket Mortgage has requested that the fines be reduced to \$13,200, based on the time it was able to enter the property through October 29, 2021; and

WHEREAS, the Blight Review Committee has reviewed the request and recommends the fines and liens be reduced by \$35,550 to \$13,200.

BE IT RESOLVED, that the Enfield Town Council does authorize the reduction of the property maintenance liens on 57 Marion Place and authorizes that the amounts set forth in Attachment A be accepted in lieu of the full payment of those liens.

Councilor Hopkins stated that he and Councilor Unghire are on the Blight Review Committee, and this is an application they received. The lender is asking for the reduction to just the portion of time they had ownership. I think we should honor the application and request.

Upon a **ROLL-CALL** vote being taken, the chair declared **RESOLUTION #6090** adopted 9-0-0.

RESOLUTION #6091 by Councilor Mangini, seconded by Councilor Despard.

WHEREAS, the Department of Public Works drafted a Solid Waste and Recycling Policy that intended to control the Town's costs for bulky waste collection; and

WHEREAS, the Town Council's Public Works Sub-Committee reviewed the revised Policy and recommended additional revisions thereto.

BE IT RESOLVED, the Enfield Town Council hereby approve and adopt the attached Solid Waste and Recycling Policy.

Mr. Nunes explained having a policy change is easier than having an ordinance change. An ordinance would have to go through Council and another public hearing.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #6091** adopted 9-0-0.

MISCELLANEOUS -none.

PUBLIC COMMUNICATIONS – none.

COUNCILOR COMMUNICATIONS -none.

ADJOURNMENT

MOTION #6092 by Councilor Mangini, seconded by Councilor Despard to adjourn.

Upon a SHOW-OF-HANDS vote being taken, the chair declared **MOTION #6092** adopted 9-0-0 and the meeting stood adjourned at 8:34pm.

Respectfully submitted,

Sheila M. Bailey
Town Clerk
Clerk of the Council

Tina Demers
Secretary to the Council

SOLID WASTE AND RECYCLING ORDINANCE

I. Declaration of Policy

- A. The Town of Enfield is authorized by Conn. Gen. Stat. §§ 7-148(c)(4)(H), 22a-220 and 22a-220a to license refuse collectors, regulate and make provisions for the safe and sanitary disposal of all acceptable solid waste, as defined herein, generated within its boundaries and to collect a fee for that service.
- B. The Town Council has determined that the public health, safety, and welfare of the citizens of the Town will be best served by the adoption of this ordinance.
- C. This chapter is also adopted pursuant to Conn. Gen. Stat. §7-148(c)(7)(H)(xv) and is considered a blight ordinance.

II. Definitions

The following words, terms, and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Bulky waste means waste resulting directly from demolition activities other than clean fill and includes wood (tied and bundled, no longer than six feet in length); furniture, metal, and appliances (excluding: refrigerators, air conditioners, dehumidifiers, and all electronics); carpets and linoleum; mattresses and box springs.

Collector means any person, firm, or corporation that is engaged in the business of regularly collecting solid waste from residential, business, commercial or other establishments. Collector does not include: (1) Any person who transports solid waste that is incidentally generated during professional or commercial activities unrelated to the collection of solid waste, such as residential property repairs, provided such solid waste is self-generated by such person's professional or commercial activities and such solid waste is transported to an authorized recycling facility, a permitted recycling facility, or a permitted solid waste facility, and (2) any person who transports used materials for the purpose of delivering such materials to a charitable organization that distributes reused household items or to a retail facility that sells reused household items.

Common gathering venue means any area or building located in the Town or portion thereof, that is open to the public, including but not limited to, any (1) building that provides facilities or shelter for public assembly; (2) inn, hotel, motel, sports arena, supermarket, transportation terminal, retail store, restaurant or other commercial establishment that provides services or retails merchandise; or (3) museum, hospital, auditorium, movie theater or university building.

Condominium unit, a single-family residential unit that is part of a condominium or planned residential development.

Curbside placement means a location on the roadway pavement against the curb; on roadway pavement adjacent to the edge the grass; or against a snowbank during the winter months; or in a location designated by the Director based on safety or collection efficiency. The tipper barrel must be oriented as indicated by manufacture's marking on the tipper barrel with no obstruction within three feet in any direction.

Customer means a resident or commercial entity and any other establishment or institution, including without limitation any landlord, and any association or company managing a condominium.

DEEP means the Department of Energy and Environmental Protection or its successor agency.

Director means the Director of Public Works of the Town or his or her designated agent.

Disposal charge means the amount to be charged for each ton of solid waste delivered to the SWF as established by the procedures authorized in the municipal service agreement.

DPW means the Department of Public Works of the Town.

Fine means monetary penalty for violations of this ordinance.

Fixed site container means an enclosed container for refuse generated by commercial establishments or residential complexes with greater than six units, with a capacity of either four, six, or eight cubic yards, with an attached lid that allows for a 270-degree swing to the rear of the container, of a design for automated transfer of the refuse from the container into the refuse collection vehicle.

Generator means any person or entity that creates solid waste or recyclables.

Hazardous waste means any waste material which may pose a present or potential hazard to human health or the environment when improperly disposed of, treated, stored, transported, or otherwise managed, including:

1. hazardous waste identified in accordance with Section 3001 of the Federal Resource Conservation and Recovery Act of 1976 (42 USC 6901 et seq.);
2. hazardous waste identified by DEEP regulations;
3. polychlorinated biphenyls (PCBs) in concentrations greater than 50 parts per million, but does not mean byproduct material, source material or special nuclear material, as defined in Conn. Gen. Stat. § 22a-151; and
4. tires.

Materials Recycling Facility (MRF) is a specialized plant that receives, separates, and prepares recyclable materials for marketing to end-user manufacturers.

Multi-family homes are residential homes with at least two, but no more than four, units/apartments. Multi-family homes with five or more units/apartments are considered

commercial properties for purposes of this ordinance. Single family homes with accessory apartments are excluded from this definition.

Municipal Solid Waste (MSW) means solid waste from residential, commercial, and industrial sources, excluding solid waste consisting of significant quantities of hazardous waste, land-clearing debris, demolition debris, biomedical waste, sewage sludge and scrap metal.

Plastic bag means any bag made of plastic, purchased for the disposal of household waste and not plastic single-use shopping bags.

Policy means a course or principle of action adopted or proposed by a government, party, business, or individual.

Recyclables means discarded material which may be reclaimed, such as cardboard, batteries, glass, metal, plastics, newspapers, office paper, crankcase oil, brush and leaves, grass clippings and any other material designated as such by regulation adopted by the DEEP or by local regulation or ordinance.

Regulations means rules developed by the Director to carry out the terms of this chapter, which rules shall have the same binding effect on generators and collectors as this chapter.

Residential waste means solid waste, recyclables, and yard waste generated by persons living in residences containing not greater than six dwelling units, but excluding hospitals, motels, hotels, or other facilities with communal living quarters.

Scrap metal means used or discarded items which consist predominantly of ferrous metals, aluminum, brass, copper, lead, chromium, tin, nickel, or alloys thereof, including white goods.

Solid waste, also known as municipal waste, means unwanted or discarded solid, semisolid or contained gaseous material, including, but not limited to, demolition debris, material burned or otherwise processed at a resources recovery facility or incinerator, material processed at a recycling facility and sludges or other residue from a water pollution abatement facility, water supply treatment plant or air pollution control facility, excluding:

1. Hazardous waste
2. Semi-solid or liquid materials which are collected and treated in a sewerage system.

Solid Waste Facility (SWF) any solid waste disposal area, volume reduction plant, transfer station, wood burning facility, or biomedical waste treatment facility.

Tipper barrel means a container for refuse of not less than 35 nor more than 96-gallon capacity, with an attached lid that allows for a 270-degree swing to the rear of the container, compatible for automated or semi-automated transfer of the refuse from the

container into the refuse collection vehicle. Gray tipper barrels are for solid waste. Blue tipper barrels are for recyclables. Brown tipper barrels are for yard waste.

Town means the Town of Enfield.

Town's Transfer Station means the Town owned transfer station facility on Town Farm Road.

Transfer station means any location or structure, whether located on land or water, where more than ten cubic yards of solid waste, generated elsewhere, may be stored for transfer or transferred from transportation units and placed in other transportation units for movement to another location, whether or not such waste is stored at the location prior to transfer.

Waste stream means material that has been placed at curbside or at any designated collection or pick-up site or designated disposal site.

Written warning means a warning issued in writing and on a form specified by the Director or his or her designee to first time violators of this article.

Yard waste means grass, grass clippings, bushes, shrubs, clippings from bushes and shrubs, and vegetative debris. *Yard waste* excludes branches greater than three inches in diameter and/or three feet in length, logs, stumps, stones, rocks, dirt, and waste from construction, renovation, or demolition.

III. Registration of Collectors of Solid Waste Generated in the Town

A. Any collector hauling solid waste and/or recyclables generated by residential, business, commercial or other establishments shall register and apply for a permit annually as directed by the Director and shall disclose: (1) The name and address of the collector and the owner of such collection company; (2) the name of any other municipality in which such collector hauls such solid waste, including recyclables; (3) whether the hauling done by such collector is residential, commercial or other; (4) the types of waste hauled; (5) the anticipated location of any disposal facilities or end users receiving recyclable solid waste; and (6) any additional information that such Director requires to enhance the health and safety of the residents of the Town. No person may act as a collector in the Town without maintaining an active permit issued pursuant hereto, and no person may drive a solid waste collection vehicle to collect solid waste in the Town without demonstrating that such person has a valid license issued by the State of Connecticut to drive such vehicle. It shall be a condition of such registration and permit that any such collector agrees to comply with all provisions of this ordinance and Chapter 446d of the Connecticut General Statutes applicable to collectors, and all other requirements set forth in the application for such permit, which agreement to comply shall be contained in all annual registrations and permit applications.

B. Any such collector shall report to the Director (1) the types of solid waste, including recyclables, as listed in Conn. Gen. Stat. §22a-208e(c), as it may be amended from time

to time, generated within the borders of the Town and collected by such collector, (2) the name, location and contact information for the first destination where such solid waste, including recyclables, was delivered by the collector during the previous fiscal year, and (3) the types and actual or estimated amounts of such solid waste, including recyclables, directly delivered to (a) an out-of-state destination, (b) an end user or manufacturer in Connecticut, or (c) any other location in Connecticut not maintaining an active permit as a solid waste facility issued by the Connecticut Department of Energy and Environmental Protection. Such reports shall be submitted to the Director annually, on or before June 30th, and shall provide the information specified in this subdivision for the prior fiscal year of the State of Connecticut. Such reports shall be on a form prescribed by the Connecticut Commissioner of Energy and Environmental Protection and any other information needed by the Director.

C. The collector shall annually pay a registration fee set by the Council. The Council may (1) authorize the imposition of an increase of the fee to an amount twice the disclosed fee if the registration and permit application of the collector is not filed timely in accordance with subsection B above, and (2) provide for a proration of the registration fee for a new collector applying for a registration and permit for new collection service to be begun after December 31st in any fiscal year.

D. The Director shall administer the licensing and registration of any refuse collector engaged in collecting and transporting solid waste and recyclables within the Town. No license shall be issued until the refuse collector provides proof of adequate liability insurance which shall include an obligation on the part of the carrier to notify the Town if coverage is terminated.

IV. Designation of Location for Disposal of Acceptable Solid Waste and Processing of Recyclables

A. Acceptable solid waste generated within the boundaries of the Town by residential, business, commercial or other establishments may be disposed at any DEEP approved solid waste facility (SWF).

B. Curb-side collected items designated for recycling by Connecticut statute, regulation and the Statewide Solid Waste Management Plan (including without limitation the 2016 Comprehensive Materials Management Strategy), all as may be amended or updated from time to time, generated within the boundaries of the Town by residential, business, commercial or other establishments may be taken for processing or sale elsewhere to any DEEP approved Materials Recycling Facility (MRF).

V. Recycling

A. Residential Recycling. Each person who generates solid waste from residential property shall separate recycling from other solid waste.

B. Non-residential Recycling. Every person who generates solid waste and recyclables from property other than residential property shall make provision for and

cause the separation of recyclables from other solid waste using one or more tipper barrels for designated items that are separate from tipper barrels for other solid waste.

C. Failure to Recycle. Any collector who has reason to believe that a person from whom he collects solid waste has commingled recyclable items with such solid waste in violation of said subsections A. or B. shall promptly notify the Director of the alleged violation. Upon the request of the Director, a collector shall provide a written warning, by tag or other means, to any person suspected by the collector or the Director of violating separation requirements. A collector shall also assist the Director to identify any person responsible for creating loads containing significant quantities of recyclable items mixed with solid waste or yard waste which are delivered to a resource's recovery facility or solid waste facility by the collector and detected by the owner or operator of such facility.

D. Recycling Receptacles at Common Gathering Venues. The owner of a common gathering venue at which recyclables are generated shall, in addition to providing for the collection of solid waste, provide recycling receptacles for the collection of any designated recyclable items generated at such venue. Nothing in this section shall be construed to require an owner or operator of such venue, or the Town, to provide such recycling receptacles whenever such receptacles are provided by another person pursuant to contract. Such recycling receptacles shall be as accessible to the public and at the same locations as trash receptacles, that is, there must be one recycling receptacle accompanying each trash receptacle.

E. Collector Contracts with Business Customers. Each contract between a collector and a customer for the collection of solid waste shall make provision for the collection of designated recyclable items, either by providing for the collection of designated recyclable items by the same collector who is party to the solid waste contract or by including an identification by the customer of the collector with whom such contract exists. The provisions of this section shall not be construed to require a customer to contract exclusively with one collector for the collection of both designated recyclable items and other solid waste. Each collector shall provide each customer with clear written or pictorial instructions on how to separate designated recyclable items in accordance with the provisions of subsection VI B. above.

F. Collectors Required to Offer Recycling Collection. Each collector who offers curbside or on-site collection of solid waste generated by residential properties in the Town shall offer curbside or on-site collection of designated recyclable items to each of such collector's customers and such curbside or backyard collection of designated recyclable items shall be included in the collector's charge for solid waste collection. The provisions of this subsection shall not be construed to prohibit any collector from determining and adjusting its fees for combined curbside collection services.

G. Recombining of Segregated Items. No person shall combine previously segregated designated recyclable items with other solid waste.

H. Removal of recyclable materials.

1. No person shall remove recyclable materials, including but not limited to scrap metal, newspapers, unbroken glass, bottles, cans, tires, and other collectibles from the designated disposal site without authorization from the Director.
2. Once recyclable materials are placed at curbside or other designated area, it shall be a violation of this chapter for any person or entity, other than those authorized under this chapter, to collect or remove recyclable materials from said area.
3. At the option of the Director or his or her designee, violators of subsection 1. or 2. of this section may be required to make restitution to the Town for any materials illegally removed.
4. Nothing in this chapter shall limit the right of anyone to dispose of his own recyclables in any other lawful manner, provided that such materials have not been set out on the curb or placed in any designated collection or disposal site.
5. Any nonprofit organization within the Town may request authorization from the Director to collect recyclables.

VI. **Operational and Implementation**

A. DPW Collection of Municipal Solid Waste and Recyclables.

1. DPW will collect Municipal Solid Waste and Recyclables generated at single family homes; multi-family homes with four or fewer residential units; Town-owned buildings, including schools; condominiums and planned residential developments that have collection agreements with the Town of Enfield; and religious, commercial, or industrial properties that receive DPW collection at the time of adoption of this ordinance, provided that these properties enter into a collection agreement with the Town of Enfield.
2. Municipal Solid Waste and Recyclables must be deposited into tipper barrels per the provisions set forth below, or into a fixed site container.
3. Municipal Solid Waste, recyclables, leaves, and yard waste must each be kept separate and cannot be commingled.
 - a. Municipal Solid Waste. One 96-gallon grey tipper barrel will be collected per week at no charge. Refuse bags or other items outside the tipper barrels will not be collected.
 - i. A maximum of up to two additional 96-gallon grey tipper barrels, per single family residence, may be purchased at a fee to be established

by the Director. No more than a total of three grey tipper barrels per single family residence shall be collected per week.

- ii. A maximum of up to one additional 96-gallon grey tipper barrel, per unit in a multi-family home, may be purchased at a fee to be established by the Director. No more than a total of two grey tipper barrels per unit in a multi-family home shall be collected per week.
 - iii. Tipper barrel tags shall be purchased annually at a fee to be established by the Director for those residences with additional grey tipper barrels. The cost for an additional tipper barrel excludes the cost of the tag.
- b. Recyclables. One 96-gallon blue tipper barrel will be collected on an alternating week basis at no charge. Subject to approval by the Director, a maximum of up to three additional 96-gallon blue tipper barrels, per single-family residence or per unit in a multi-family home, will be available, at no additional charge. No more than a total of four blue tipper barrels per single-family residence or per unit in a multi-family home shall be collected.
- c. Yard Waste. Up to two 96-gallon brown tipper barrels will be collected per week at no charge. A maximum of up to two additional 96-gallon brown tipper barrels may be purchased for a fee to be established by the Director. Tipper barrel tags shall be purchased annually at a fee to be determined by the Director for those residences with a third or fourth brown tipper barrel. No more than a total of four 96-gallon brown tipper barrels will be collected per week at single family homes and multi-family homes. The cost for an additional tipper barrel excludes the cost of the tag. Yard Waste collection shall be seasonal on a schedule to be determined by the Director. Residential yard waste brought to the Town's Transfer Station must be weighed. Commercial property is not eligible for yard waste collection.
- d. Spring Clean-Up. On dates to be determined by the Director, the four brown tipper barrel collection limit, referenced above, shall not apply. There will be no fee required for collection of any additional brown tipper barrels. In addition to the 96-gallon brown tipper barrels, one grey tipper barrel, with a red tag may be used for yard waste.
- e. Leaf Waste. The Director will establish the leaf waste collection schedule, usually in the fourth quarter of the calendar year. During scheduled leaf collection up to 40 (forty) bio-degradable leaf bags and unlimited 96-gallon brown tipper barrels will be collected per collection day. Condominiums, planned residential developments and senior residential developments are excluded from this collection. During leaf collection season residents may bring their leaf waste to the Town's Transfer Station without weighing.

4. *Bulky Waste* collection is by appointment only, at a fee determined by the Director, and is limited to residences and Town-owned buildings, including schools. Condominiums and businesses are excluded from such collection.
5. *Oil and battery* collections are specially scheduled events, the date and location of which shall be publicized.
6. Christmas trees will be collected at the discretion of the Director of Public Works.
7. The contents of all tipper barrels must be completely contained inside the barrel with the lid securely closed. Tipper barrels not so secured will not be collected. Tipper barrels that contain items other than that for which they are intended will not be collected. All tipper barrels, and their lids, must be maintained in good working order.

B. Not Collected.

1. Refrigerators, air conditioners, and dehumidifiers are not collected at curbside and may be brought to the Town's Transfer Station. The fee per item will be determined by the Director and is subject to change.
2. Hazardous wastes, paints, pesticides, oil, or their by-products are not collected. The Director may schedule Household Hazardous Waste Days for proper disposal.
3. Electronics, including but not limited to TVs, computers, monitors, printers, and microwaves are not collected. These items may be brought to the Town's Transfer Station during normal operating hours. There is no charge upon proof of residency.
4. Logs are not collected and branches greater than three inches in diameter and/or three feet in length. These items may be brought to the transfer station during normal operating hours.
5. Other than at designated collection times, yard waste, leaves, grass, or brush are not collected and must be brought to the Town's Transfer Station.
6. Construction and demolition material are not collected curbside. These items must be brought to the Town's Transfer Station.
7. Asbestos, shingles, tile, sheet rock, concrete, windows with glass, glass, vehicle parts are not collected.
8. Textiles, including but not limited to, clothing, stuffed animals, handbags, and shoes, may be recycled at 40 Moody Road or the Town's Transfer Station.

C. Curbside Placement of Tipper Barrels

1. Tipper barrels shall not be placed at curbside sooner than two hours prior to sunset on the day preceding a scheduled collection. Tipper barrels shall be placed at the edge of the roadway with orientation to facilitate automated collection as directed on the tipper barrel. All solid waste placed for collection must be contained within a tipper barrel.
2. Tipper barrels must be placed at the edge of the roadway no later than 6:00 a.m. the day of collection.
3. Tipper barrels must be removed from the edge of the roadway no later than 7:00 p.m. the day of collection. Tipper barrels must be stored behind the front building line of the principal residential structure on the property.
4. Tipper barrels must have three feet of clearance in any direction from other tipper barrels, walls, fences, vehicles, and any other structures that can be damaged by the claw and the arm of the automated collections vehicles.

VII. Enforcement

A. Any person, including without limitation any collector, found to have knowingly disposed of unacceptable solid waste or prohibited materials; knowingly disposed of items designated for recycling; or, violated any of the provisions of the requirements of this ordinance, shall be subject to the following fines:

1. Nonresidential and multi-family residential property. The initial violation of this article shall be documented by the issuance of a written warning. Each violation subsequent to a written warning shall be documented by the issuance of a citation and punishable by a fine. The first subsequent violation shall be punishable by a fine of \$100. The next subsequent violation shall be punishable by a fine of \$250. Each subsequent violation shall be punishable by a fine of \$500. Fines shall be in addition to any other penalty that may be imposed by law. Each violation constitutes a separate and distinct offense. If fines are not timely paid, liens may be filed on the property.
2. Civil penalties for collectors. A collector that knowingly mixes recyclables with solid waste may be issued a citation imposing civil penalties in an amount between \$1,000 and \$5,000.
3. Single-family residential property. The initial violation of this article shall be documented by a written warning for the first offense. The first subsequent violation after the written warning shall be punishable by a fine of \$50, the next subsequent violation shall be punishable by a fine of \$100, the next subsequent violation shall

be punishable by a fine of \$150, the next subsequent violation shall be punishable by a fine of \$250. All subsequent violations shall be punishable by a fine of \$500. Unpaid fines shall result in liens upon the property.

4. Hazardous waste violation. Any person who violates the terms of this chapter or any regulation intended to implement this chapter involving hazardous waste shall be issued a citation, and DPW may impose a fine of not more than \$500 for each offense, in addition to any other penalty that may be imposed by law. Violators shall also be responsible for the costs incurred in mitigation, remediation, and/or the proper disposal of such hazardous waste.
- B. Any police officer or other person authorized by the Town Manager may issue a citation to any person who commits a violation of any section of the Solid Waste and Recycling Ordinance.
- C. Any person fined or whose permit has been or may be revoked or suspended pursuant to this Section may request and shall be granted a hearing on the matter, provided that such request must be made, after notice to such person, and the hearing shall be conducted, in accordance with the provisions of Conn. Gen. Stat. §7-152c.
- D. Climbing over railings or into containers at the Town's Transfer Station is strictly prohibited. Any individual found to violate permitted practices at the Town's Transfer Station may be subject to a suspension of privileges. Customers who do fail to pay Town's Transfer Station fees will fully be prosecuted.

VIII. Revocation or Suspension of License or Registration

Generally. Failure to comply with the provisions of this article shall be grounds for revocation or suspension of any license or registration issued under its provisions.

- A. Notice required. Revocation or suspension shall become effective five calendar days after written notice is mailed by the Director unless a lesser time is indicated in the notice.
- B. Person available to receive notice. Licensees must provide the Director with the name and address of a person who will always be available, in person or by designee, to receive notice either by mail or in-hand delivery. Lack of availability on the part of such person shall be deemed a waiver of required notice.
- C. Request for review. Upon receipt of a notice of suspension or revocation, the licensee may file a written request for review. Such request must be filed with the town clerk within five days of receipt of the notice. Failure to file within such time shall waive the licensee's right to review, making the suspension or revocation final and binding upon the refuse collector.

- D. Timely filing. If such request is filed within five days of receipt of notice, such request shall stay the revocation or suspension, excepting such cases where a stay would present substantial harm to the health, safety, and welfare of the public.
- E. Special appeals board, hearing. The Town Council may appoint a special appeals board consisting of four electors of the Town, one licensed refuse collector, and a member of the Town Council to serve as a nonvoting liaison member. The board shall, within 15 days of the request for hearing, hear and decide the matter. The decision of the board shall be final and binding upon the refuse collector.
- F. Loss of permission to use SWF. The Director shall have the right to request that the SWF or MRF deny any refuse collector admission to the SWF when in his opinion such collector has violated this article or the regulations.

Town of Enfield

Bulky Waste Transfer Station – Fees

Fees – Effective January ²⁵~~15~~, 2022

Annual Permit.....	\$10.00 per vehicle
Annual Commercial Business with Primary Address in Enfield Permit	\$120.00 per vehicle
Disposal Rate (bulky non-yard waste)	\$0.10 per pound of material
Disposal Rate -Yard Waste (Leaves & Grass) Leaves are to be placed in Brown Kraft bags or in loose form only. No Plastic Bags	\$0.00 per pound of material
Disposal Rate - Brush & Tree Debris (no longer than 6 feet in length and 12 inches in diameter), NO STUMPS.	\$0.07 pound of material after fifth (5 th) visit
Disposal Rate (metal) Metal must be weighed separately	\$0.00 per pound of material
Disposal of Refrigeration Units	\$20 each unit
Curbside Residential Bulky	\$150 each truck load
*Out of Town Commercial One Day Vehicle Permit	\$25.00 per vehicle
*Out of Town Contractor must provide building permit for building material or yard waste form	

Attachment A

57 Marion Place

Parcel # 074000010045 Map 111 Lot 0181

Lien Amount to be waived \$35,550.00 Town to be paid \$13,200.00

SOLID WASTE AND RECYCLING POLICY

A. *Tipper Barrels Policy/Cost*

1. Director of Public Works will establish fee(s) for tipper barrels to include cost of the barrel.
2. If a grey or brown tipper barrel is purchased from the Town and it is within its warranty period, the Town will repair or replace it at no charge to the resident, provided that the damage is the result of normal wear and tear. For tipper barrels outside of the warranty period, the Town may replace wheels, lids, and bars, provided such parts are still available. If no such parts are available, a new tipper barrel must be purchased by the property owner. Blue tipper barrels that have been damaged will be replaced by the Town free of charge. Barrels purchased from third parties will not be repaired or replaced.
3. All grey and brown tipper barrels purchased from the Town or from third parties shall require a tag issued annually by the Town's Department of Public Works (DPW).
 - a. Residents will receive a tag for one grey tipper barrel at no charge. Residents may purchase up to two additional annual tags for grey tipper barrels at a fee to be determined by the Director of Public Works, subject to Town Council approval.
 - b. Residents will receive tags for up to two brown tipper barrels at no charge. Residents may purchase up to two additional annual tags for brown tipper barrels at a fee to be determined by the Director of Public Works, subject to Town Council approval.
 - c. Refuse and yard waste will be collected ONLY from tipper barrels with tags.
 - d. Notwithstanding the restrictions noted above:
 - i. Additional grey tipper barrels without tags will be collected during the week following New Year's Day, Independence Day, Thanksgiving and Christmas.
 - ii. Additional grey tipper barrels without tags will be collected during the week of Memorial Day and Labor Day.
 - iii. Yard waste will also be collected from brown tipper barrels without tags for the period of April 1st through April 30th, inclusive, and the period of October 15th through December 7th, inclusive.
 - e. Commercial property owners will receive a tag for one grey tipper barrel at no charge. Commercial property owners may purchase up to two additional annual tags for grey tipper barrels at a fee to be determined by the Director of Public Works, subject to Town Council approval. Commercial property is not eligible for yard waste collection.
4. Blue tipper barrels do not require a tag.
5. Condominium and PRD associations participating in Town collection are responsible for the initial cost and repair or replacement of any tipper barrel or

dumpster. For dumpsters that are deemed by the DPW to be no longer safe for collection, DPW will provide thirty-day (30) notice to the condominium or PRD association that such dumpster must be replaced at the Association's expense. If the dumpster is not replaced in the 30-day period, the Town will discontinue collection from unsafe dumpster.

B. *Curbside Placement of Tipper Barrels* [On DPW website and ordinance]

1. Tipper barrels shall not be placed at curbside or the edge of the roadway sooner than two hours prior to sunset on the day preceding a scheduled collection. Tipper barrels shall be placed upon the edge of the roadway with orientation to facilitate automated collection as noted on the tipper barrel. All solid waste placed for collection must be contained within a tipper barrel, with lid securely closed.
2. Tipper barrels must be placed at curbside or the edge of the roadway no later than 6:00 a.m. the day of collection in order to insure pick-up.
3. Tipper barrels must be removed from curbside or the edge of the roadway no later than 7:00 p.m. the day of collection.
4. Tipper barrels must have three feet of clearance in any direction from each other, walls, fences, vehicles, and any other structures that can be damaged by the claw and the arm of the automated collections vehicles.
5. The Director of Public Works or his designee may establish revised clearance distances for safety reasons, including, but not limited to, placement on cul-de-sacs and one-way streets.

C. Fee Schedule. The fees for barrels and tags will be posted on the Town's webpage.



TOWN OF ENFIELD

February 7, 2022

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolution Accepting Donation from the Home Depot

Councilors:

Highlights:

- The Home Depot wishes to donate a \$1,000.00 gift card to the Enfield Police Department, for the betterment of department operations, for the acquisition of equipment or supplies that will impact and benefit the department as a whole; and
- Connecticut state statute permits the Town of Enfield to accept this donation.

Budget Impact:

There will be no budget impact.

Recommendation:

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

Respectfully Submitted,

Chief Alaric J. Fox
Enfield Police Department

Attachments:

1. Resolution

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

Resolution Accepting Donation from the Home Depot

WHEREAS, the Home Depot wishes to donate a \$1,000.00 gift card to the Enfield Police Department, for the betterment of department operations, for the acquisition of equipment or supplies that will impact and benefit the department as a whole; and

WHEREAS, Connecticut General Statute §7-148(c)(3)(A) permits the Town to accept gifts of personal property for municipal purposes.

NOW THEREFORE BE IT RESOLVED, that the Town Council does accept this donation from the Home Depot.

Date Prepared: January 17, 2022

Prepared by: Chief Alaric J. Fox, Enfield Police Department



TOWN OF ENFIELD

February 2, 2022

Honorable Members
Enfield Town Council
Enfield, Connecticut

**Subject: Resolution Adopting the new "Deputy Director- Capital Projects & Administration"
Job Description**

Councilors:

Highlights:

- The Town Manager proposes to adopt the new "Deputy Director- Capital & Administration" job description to be assigned at the Department of Public Works.
- The Department of Public Works oversees large and complex operations and CIP projects of 8 divisions ensuring Town operations and infrastructure are maintained with planned investment while ensuring seamless continuity of the community's growth. Input in these charters are received from strategic stakeholders including but not limited to State and Federal Regulatory Agencies, Town Manager's Office, Town Council, and other Town Committees.
- This position will be responsible for overseeing administrative functions and capital projects. These tasks include design and management of CIP projects including their specifications and bidding documentation, other special projects, procurement planning, and budget analysis. This position consolidates these functions to a central position for more efficient oversight.
- The current work load DPW is managing is growing exponentially and this position will streamline these administrative functions.
- This position was also recommended in the Novak Report.
- This is a non-union position and has been reviewed by the Director of Public Works and Director of Human Resources and will be funded July 1, 2022.

Budget Impact:

There is no Budget Impact

Recommendation:

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

Respectfully Submitted,

Steven Bielenda
Director of Human Resolutions

Attachments:

1. Resolution
2. Job Description

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

**Resolution Adopting the new
“Deputy Director- Capital Project & Administration” Job Description**

Resolved, that in accordance with Chapter VII Section II of the Town Charter the Enfield Town Council does hereby adopt the new job description for Deputy Director-Capital Project & Administration.

Date Submitted: February 2, 2022
Submitted by: Steve Bielenda, Human Resources Director

**TOWN OF ENFIELD
JOB DESCRIPTION**

**PUBLIC WORKS
DEPUTY DIRECTOR- CAPITAL PROJECTS & ADMINISTRATION**

GENERAL STATEMENT OF DUTIES: Under administrative direction from the Director of Public Works, manages, coordinates, and directs the implementation of large and highly complex capital improvement projects. Provides leadership and support to divisions involved in various aspects of project design and implementation. Also is responsible for overseeing administrative work managing and analyzing all budgetary, accounting, purchasing, financial and program information to support timely, effective decision making. Performs related work as required.

SUPERVISION RECEIVED: Works under the general direction of the Public Works Director who reviews work for accomplishment of objectives and/or programs and for conformance to general policies.

SUPERVISION EXERCISED: Coordinates assigned projects within and between divisions of which at times requires direct supervision of personnel within the divisions involved. Assumes full direction of the department and personnel within the division in the absence of the Public Works Director.

ESSENTIAL JOB FUNCTIONS: Performs complex professional and difficult administrative tasks related to the planning, review, design, construction, and inspection of transportation and related civil engineering projects. Preparation of reports and the development of systems to improve financial management and analysis of all Public Works funds in conformance with established Town policy and procedures including, but not limited to, general fund, special revenue funds and capital appropriations. Monitors and analyzes divisions' accounts payable data, accounts receivable data, payroll system data, and analyzes financial results, including monthly and yearly financial reporting for the Department of Public Works general fund, capital fund, and other operating/enterprise funds. Acts as the department contact person for financial reporting and annual budget development. Assists in the application for and administration of State and Federal grants, monitoring disbursement of all such funds and preparing the necessary reports to ensure compliance with grant requirements; collects and compiles data necessary to reply to citizen inquiries and takes necessary action to correct faulty practices and resolve problems revealed by reasonable complaints.

OTHER JOB FUNCTIONS: 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.

Work performed is mostly in office settings. Some outdoor work is required. Hand-eye coordination is necessary to operate computers and various pieces of office equipment.

While performing the duties of this job, the employee is occasionally required to stand; walk/ use hands to finger, handle, feel or operate objects, tools, or controls; and reach with

hands and arms. The employee is occasionally required to sit; climb or balance; stoop, kneel, crouch, and crawl; talk and hear; and smell.

Employee must occasionally lift and/or move up to 25 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 individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee occasionally works in outside weather conditions. The employee occasionally works near moving mechanical parts and in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, risk of electrical shock, and vibration.

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

Must be able to concentrate on fine detail with some interruption. Needs to attend to task/function for more than 60 minutes at a time. Able to understand and relate to specific ideas, generally several at a time and to understand and relate to theories behind several related concepts. Able to remember task/assignment given to self and others over long periods of time.

MINIMUM QUALIFICATIONS:

KNOWLEDGE, SKILL AND ABILITY: Considerable knowledge of the principles and practices of civil engineering related to public works; thorough knowledge of the methods, materials, equipment and practices usual to highway and storm water drainage and building construction and maintenance; considerable knowledge of resource management and office management including budgeting, etc.; ability to deal with the public, Town officials and associates in a courteous manner.

EXPERIENCE AND TRAINING: Bachelors degree in civil engineering or related field and five (5) years employment in a supervisory or administrative capacity in civil engineering or public works or highway construction and maintenance operations or an allied field, or any equivalent combination of experience and training. Experience and knowledge of CAD and a PE is preferred.

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

Adopted: PENDING

McCarthy, Debra

From: noreply@civicplus.com
Sent: Wednesday, January 12, 2022 6:06 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	1/12/2022
First and Last Name	Brandon Jewell
Address	1114 Gatewood Drive
City	Enfield
State	CT
Zip	06082
Phone Number	(413) 355-0215
Second Phone:	(413) 355-0215
Email	Brandonjewell179@gmail.com
Occupation	Field not completed.
Occupation Phone Number	Field not completed.
Party Affiliation	Democrats
Registered Voter	Yes
Name of the Board You Wish to Apply For:	No Central District Health Dept. Board of Directors Enfield Rep
Appointment	Field not completed.
Please outline your qualifications and how you feel you would contribute to the committee or commission:	I am a technological savvy individual who prides on organization and punctuality. I have worked the last three years as program assistant for a mental health organization, focusing on suicide prevention across the United States. I am passionate about educating the public about pressing matters and engaging with community members. I have made it my life

goal to give back to the community and those in need.

I would like to help more on a local level, providing my knowledge, and skills. I love to learn new things and apply them to ever day life. I want to help make our town a better place for every community member to thrive in.

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

No

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

Field not completed.

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

Field not completed.

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, December 21, 2021 10:06 AM
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	12/21/2021
First and Last Name	Nancy A Martin
Address	27 Crescent Beach Drive
City	Enfield
State	CT
Zip	06082
Phone Number	8604027594
Second Phone:	8607499146
Email	nm1966@att.net
Occupation	Teacher
Occupation Phone Number	<i>Field not completed.</i>
Party Affiliation	Democrat
Registered Voter	Yes
Name of the Board You Wish to Apply For:	Inland Wetlands and Watercourses Agency
Appointment	New Appointment
Please outline your qualifications and how you feel you would contribute to the committee or commission:	I have been a lifelong resident of Enfield. I grew up and live at Crescent Lake. I am a past president and clerk for the Crescent Lake Tax District. I am presently the Lake Committee co-chair-treatments for Crescent Lake. I believe preserving our wetlands in vital to maintain a healthy environment for the residents of our town.

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

Yes

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

Crescent Lake Board of Directors-1999-2000, 2018-2019
Crescent Lake Tax District-Clerk 2002-2008
Crescent Lake Tax District, President-2009-2017

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

Field not completed.

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

No

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

McCarthy, Debra

From: noreply@civicplus.com
Sent: Sunday, January 23, 2022 5:07 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	1/23/2022
First and Last Name	Anne Collins
Address	158 Cottage Road
City	Enfield
State	CT
Zip	06082
Phone Number	413-275-5132
Second Phone:	413-222-1544
Email	Whitneycollins138@gmail.com
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	New Appointment
Please outline your qualifications and how you feel you would contribute to the committee or commission:	Extensive experience in geology,biology and environmental sciences and developing experience in state wetlands and conservation regulations.

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

No

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

Field not completed.

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

Field not completed.

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: Friday, January 14, 2022 7:54 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	1/14/2022
First and Last Name	Sean Deane
Address	26 West View Dr
City	Enfield
State	Connecticut
Zip	06082
Phone Number	860-519-4193
Second Phone:	860-519-4193
Email	sdeane31063@gmail.com
Occupation	Transportation
Occupation Phone Number	315-472-8881
Party Affiliation	Independent
Registered Voter	Yes
Name of the Board You Wish to Apply For:	Inland Wetlands and Watercourses Agency
Appointment	New Appointment
Please outline your qualifications and how you feel you would contribute to the committee or commission:	I feel that I could educate myself on all applications to the town and make informed opinions and arguments for or against them.

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:

I am a board member for a nonprofit, Lindsay's Legacy Foundation. I have been an active member for 4 years.

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

Field not completed.

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

January 14, 2022

Attn: Town Manager's Office

At the January 13, 2022, PZC Regular Meeting, the Commission appointed regular member Frank Alaimo and alternate member John Petronella as the Liaison's for CRCOG.

Sincerely,

The Planning Department

Page 1 of 1

Department of Development Services
Building/Community & Economic Development/Planning & Zoning
820 Enfield Street
Enfield, Connecticut 06082

Telephone (860) 253-6355
Fax (860) 253-6310
www.enfield-ct.gov

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

**Resolution to Approve Tax Assessment Agreement for
113 North Maple Street**

WHEREAS, PPF WE 113 North Maple Street LLC owns the property at 113 North Maple Street (the property); and

WHEREAS, PPF WE 113 North Maple Street LLC is currently constructing a 502,000 square foot building to be used primarily as a warehouse, storage, and distribution facility; and

WHEREAS, the Town of Enfield and PPF WE 113 North Maple Street LLC negotiated the attached Tax Assessment Agreement in accordance with Connecticut General Statute §12-65b and pursuant to the Town's Tax Abatement Guidelines.

NOW THEREFORE BE IT RESOLVED, that the Acting Town Manager, Ellen Zoppo-Sassu, is empowered to enter into a Tax Assessment Agreement, subject to review and approval by the Town Attorney, in the name of and on behalf of the Town of Enfield with PPF WE 113 North Maple Street LLC.

Date Completed: January 7, 2022
Completed by: Office of the Town Attorney

TAX ASSESSMENT AGREEMENT

THIS TAX ASSESSMENT AGREEMENT ("Agreement"), made and entered into this ____ day of _____, 2022 by and between PPF WE 113 NORTH MAPLE STREET LLC, a limited liability company organized and existing under the laws of the State of Delaware, having an office and principal place of business at c/o Winstanley Enterprises LLC, 150 Baker Avenue Extension, Suite 303, Concord, MA 01742 (hereinafter referred to as "PPF WE 113 North Maple") and the TOWN OF ENFIELD, a municipal corporation located in the County of Hartford and State of Connecticut, acting herein by Ellen Zoppo-Sassu, its Acting Town Manager, hereunto duly authorized (hereinafter referred to as the "Town").

W I T N E S S E T H

WHEREAS, PPF WE 113 North Maple owns the land at 113 North Maple Street in the Town of Enfield and more fully described in Appendix A (hereinafter the "Land"); and,

WHEREAS, PPF WE 113 North Maple intends to invest substantial capital into the Land to construct an approximately 501,500 square foot building on the Land (the "Building", and together with the Land, the "Facility") for two tenants who will provide jobs and pay taxes to the Town; and

WHEREAS, Section 12-65b of the Connecticut General Statutes provides that a municipality may enter into a written agreement, for a period of not more than ten (10) years, with any party owning or proposing to acquire an interest in real property, fixing assessment of the real property and all improvements thereon or therein and to be constructed thereon or therein, provided the improvements are for certain uses which include warehouse, storage and distribution uses (among others); and

WHEREAS, the construction of the Building meets the requirements of Conn. Gen. Stat. §12-65b, which permits tax assessment agreements under certain conditions, since the Facility will be used primarily as a warehouse, storage and distribution facility as required by the statute; and

WHEREAS, this Agreement has been approved by an affirmative vote of the legislative body of the Town in accordance with Conn. Gen. Stat. §12-65b;

NOW THEREFORE, in consideration of the mutual promises contained herein, the parties agree as follows, with regard to the Facility:

1. Valuation.

A. As an inducement for the Town to enter into this Agreement, PPF WE 113 North Maple agrees to accept as correct the appraised value of \$39,000,000 and the assessed value of \$27,300,000 for the Facility.

B. PPF WE 113 North Maple has agreed to the foregoing valuation based on the value of the Land as of the October 1, 2020 Grand List and the cost of constructing the Building, expected to be completed on or about August 31, 2022. The foregoing valuation shall be effective for the October 1 assessments for 2022 through and including 2028. The Town expressly agrees that it will not increase the assessment of the Facility for said years as a result of construction of the Building pursuant to the provisions of Conn. Gen. Stat. §12-53a or any other provision of the General Statutes.

C. PPF WE 113 North Maple waives any right to appeal said valuations for October 1, 2021 through 2028, inclusive, under Conn. Gen. Stat. §§12-111, 12-117a, or 12-119, as revised, except that PPF WE 113 North Maple reserves the right to challenge said valuations under applicable law in the event of a casualty or loss to the Facility which results in a change to the assessed value pursuant to Sections 4 or 5 below. The purpose of this clause is to assure that the Town shall be entitled to collect all taxes levied on the assessments as provided for in this Section 1 for the Fixed Assessment Period (as defined below).

2. Fixed Assessment Period.

A. The period for which the tax assessment of the Facility shall be fixed (the “Fixed Assessment Period”) shall cover seven (7) consecutive Town fiscal years (July 1 through June 30) commencing on July 1, 2023. The tax assessment on the Facility shall be fixed in the following manner:

- (1) The assessments for October 1, 2022 and October 1, 2023 shall be fixed at \$5,460,000 (80% abatement of taxes on the Facility).
- (2) The assessments for October 1, 2024 and October 1, 2025 shall be fixed at \$10,920,000 (60% abatement of taxes on the Facility).
- (3) The assessments for October 1, 2026 and October 1, 2027 shall be fixed at \$16,380,000 (40% abatement of taxes on the Facility).

- (4) The assessment for October 1, 2028 shall be fixed at \$19,110,000 (30% abatement of taxes on the Facility).

B. For the assessments from and after October 1, 2029, the assessment of the Facility shall be at its full assessment as prescribed by Conn. Gen. Stat. §12-62, as revised.

C. The Town shall not be bound by this Agreement unless:

(1) all municipal property taxes on the Facility, including interest, if any, are paid when due (subject to applicable grace periods); and

(2) the requirements of Conn. Gen. Stat. §12-65b have been satisfied.

3. Penalty. In the event that PPF WE 113 North Maple (or one or more of its tenants), during the term of this Agreement, is not maintaining use of the Facility for at least one of the uses as listed in Section 12-65b of the Connecticut General Statutes, this Agreement shall become null and void and all prior tax benefits granted hereunder shall become due and payable and PPF WE 113 North Maple, its successors and assignees shall be liable to the Town for full taxation during the period of this Agreement and all tax amounts abated hereunder shall become due and payable with interest at a rate of nine percent (9%), to be determined from the date said taxes would have been due and payable had this Agreement not been in effect, and such total amount shall constitute a tax lien upon the Facility or any other property owned by PPF WE 113 North Maple. For the avoidance of doubt, the parties agree that PPF WE 113 North Maple shall be deemed “maintaining use of the Facility” for one of the uses set forth in Section 12-65b of the Connecticut General Statutes notwithstanding that the Facility becomes vacant through default or bankruptcy of the tenants, or other reason beyond the control of PPF WE 113 North Maple. In the event the Facility becomes vacant, PPF WE 113 North Maple agrees to use commercially reasonable efforts to release the Facility for one of the uses set forth in Section 12-65b of the Connecticut General Statutes.

4. Condemnation. In the event the Facility or any part thereof, or any estate therein is taken by condemnation or eminent domain during said Fixed Assessment Period, the fixed assessment specified in Section 1 shall be adjusted to reflect the diminution of value arising out of said taking, in the manner provided by state and local laws and ordinances.

5. Fire or Other Casualty. In the event the Facility or any part thereof or any estate therein is damaged or destroyed by fire or other casualty during said Fixed Assessment Period, the fixed assessment specified in Section 1 shall be adjusted to reflect the diminution of value arising out of said fire or other casualty, in the manner provided by state and local laws and ordinances.

6. PPF WE 113 North Maple shall provide to the Town Manager, within ten days of issuance of a certificate of occupancy for the Building, and through and including the seventh (7th) anniversary of said date, a certificate of fire and casualty insurance for the Facility.

7. Notices. Notices should be sent to the following:

TOWN OF ENFIELD:

Ms. Ellen Zoppo-Sassu, Acting Town Manager
Office of the Town Manager
820 Enfield Street
Enfield, CT 06082

PPF WE 113 NORTH MAPLE STREET LLC:

Mr. Adam Winstanley, Principal
c/o Winstanley Enterprises LLC
150 Baker Avenue Extension Suite 303
Concord, MA 01742

8. Amendments; Assignment. This Agreement may not be modified or amended except by written consent of all parties. This Agreement may be assigned by PPF WE 113 North Maple without the consent of the Town to a purchaser of the Facility, provided that PPF WE 113 North Maple shall promptly provide the Town with notice thereof.

9. Paragraph Headings. The paragraph headings in this Agreement are for convenience and reference only and in no way define or limit the scope of this Agreement or in any way affect its provisions.

10. Severability. A ruling by any court or administrative body that a portion of this Agreement is invalid or unconstitutional shall have no effect on the other terms hereof which shall remain in full force and effect and binding on the parties.

11. Attorneys' Fees. Any attorneys' fees and costs incurred by the Town associated with collection of any monies under this Agreement shall be paid by PPF WE 113 North Maple, its successors or assignees.

12. Applicable Law. This Agreement shall be interpreted and enforced in accordance with the laws of the State of Connecticut without regard to its choice of law provisions.

(Signatures on following page)

IN WITNESS WHEREOF, the parties have executed this Tax Assessment Agreement and affixed their seals hereto, as of the date first above mentioned.

Signed and delivered in the presence of: TOWN OF ENFIELD

By:

Ellen Zoppo-Sassu
Acting Town Manager

State of Connecticut)

) ss. Enfield

County of Hartford)

On this the ____ day of _____, 2022, before me, the undersigned officer, personally appeared Ellen Zoppo-Sassu, Acting Town Manager of the Town of Enfield, signer and sealer of the foregoing instrument and acknowledged the same to be her free act and deed and the free act and deed of said Town of Enfield, before me.

Notary Public

(Signatures continued on following page)

Signed and delivered in the presence of: PPF WE 113 NORTH MAPLE STREET LLC

By: PPF WE 113 North Maple Street Holdings
LLC, its sole Member

By: Winstanley 113 North Maple Street
Manager LLC, its Manager

By: Winstanley 113 North Maple Street
LLC, its Manager

By: Winstanley Enterprises LLC, its
Manager

By: _____
Adam D. Winstanley
A Manager

COMMONWEALTH OF MASSACHUSETTS

County of Middlesex _____, 2022

Then personally appeared the above-named Adam D. Winstanley, a Manager of Winstanley Enterprises LLC, a Delaware limited liability company, the Manager of Winstanley 113 North Maple Street LLC, a Delaware limited liability company, the Manager of Winstanley 113 North Maple Street Manager LLC, a Delaware limited liability company, the Manager of PPF WE North Maple Street Holdings LLC, a Delaware limited liability company, the sole Member of PPF WE 113 North Maple Street LLC, a Delaware limited liability company, on behalf of the limited liability company, proved to me through satisfactory evidence of identification, which was his Massachusetts driver's license, to be the person whose name is signed on the preceding or attached document, and acknowledged the foregoing instrument to be his free act and deed and the free act and deed of Winstanley Enterprises LLC, Winstanley 113 North Maple Street LLC, WE 113 North Maple Street Manager LLC, PPF WE North Maple Street Holdings LLC and PPF WE 113 North Maple Road LLC, before me.

_____. O.S.
Name:
Notary Public of the Commonwealth of
Massachusetts
My Commission expires:

APPENDIX A

LEGAL DESCRIPTION

Beginning at a point at the south easterly corner of the lot herein described which is also the westerly highway line of North Maple Street (RT 192); thence proceeding south $83^{\circ} 54' 05''$ west for a distance of 1197.00' to a point; thence proceeding north $82^{\circ} 38' 04''$ west for a distance of 797.57' to a point; thence proceeding north $08^{\circ} 59' 00''$ west for a distance of 155.41' to a point; thence proceeding north $84^{\circ} 55' 00''$ west for a distance of 6.01' to a point; thence proceeding north $13^{\circ} 25' 53''$ east for a distance of 229.74' to a point; thence proceeding north $46^{\circ} 39' 40''$ east for a distance of 385.62' to a point; thence proceeding north $30^{\circ} 43' 51''$ west for a distance of 490.00' to a point; thence proceeding north $11^{\circ} 56' 35''$ west for a distance of 215.00' to a point; thence proceeding south $78^{\circ} 03' 25''$ west for a distance of 50.00' to a point; thence proceeding north $11^{\circ} 56' 35''$ west for a distance of 200.00' to a point; thence proceeding north $80^{\circ} 39' 00''$ east for a distance of 557.10' to a point; thence proceeding north $80^{\circ} 21' 50''$ east for a distance of 270.00' to a point; thence proceeding north $09^{\circ} 38' 10''$ west for a distance of 278.78' to a point on the southern street line of Moody Road; thence proceeding along the southern street line of Moody Road north $80^{\circ} 21' 50''$ east for a distance of 895.47' to a point; thence proceeding along a curve to the right with a radius of 25.00' and central angle of $90^{\circ} 27' 45''$ to a point; thence proceeding along the westerly highway line of North Maple Street (RT 192) south $09^{\circ} 10' 25''$ east for a distance of 424.22' to a point; thence proceeding along the westerly highway line of North Maple Street (RT 192) south $09^{\circ} 09' 50''$ east for a distance of 700.33' to a point; thence proceeding along the westerly highway line of North Maple Street (RT 192) south $09^{\circ} 08' 40''$ east for a distance of 337.79' to a point; thence proceeding south $09^{\circ} 08' 55''$ east for a distance of 528.50' to the place and point of beginning The total acreage of the parcel is 3,102,117 S.F. or 71.21 ac.



TOWN OF ENFIELD

February 2, 2022

Honorable Members
Enfield Town Council
Enfield, Connecticut

Subject: Resolution to Adopt the Wage Adjustments for the Positions in the Following Departments: Public Works, Finance, Human Resources and Town Attorney Office.

Subject: Request for Transfer of Funds for Wage Adjustments \$11,074

Highlights:

- The above referenced Departments propose the following wage adjustments to retain and attract new talent for market vulnerable non-union positions.
- Specifically, the Town proposes market adjustments to the following positions:
 - Part-time Attorney effective February 7, 2022, (pro rata annual increase \$90/hr.)
 - Deputy Director-Operations DPW (currently vacant), effective March 1, 2022 (pro rata annual increase \$8,000)
 - Payroll Clerk, effective March 1, 2022 (pro rata annual increase \$10,000)
 - Benefits Administrator; effective March 1, 2022 (pro rata annual increase \$10,000)
 - Personnel Administrator; effective March 1, 2022 (pro rata annual increase \$10,000)
- Funding for increasing all the above referenced positions will be transferred from a current vacant position in the Finance Department. Accordingly, all wages and adjustments are cost-neutral to the current Town budget.

Budget Impact:

This is no impact to the current Town budget.

Recommendation:

The Town Council approve the attached resolution.

Respectfully Submitted,

Steve Bielenda
Director of Human Resources

Attachment:

1. Resolution (2)

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

**Resolution to adopt the wage adjustments for the positions in the following
Departments: Public Works, Finance, Human Resources and Town Attorney Office**

Resolved, that in accordance with Chapter VII Section II of the Town Charter the Enfield Town Council does hereby adopt the wage adjustment of the following positions:

	SALARY
POSITION	PROPOSED
Deputy Director - Operations (Public Works) (effective March 1)	115,000
Payroll Clerk (effective March 1)	70,100
Benefits Administrator (effective March 1)	69,449
Personnel Coordinator (effective March 1)	66,839
Part Time Attorney - Hourly Rate (effective February 7)	90/hr.

Date Submitted: February 2, 2022

Submitted by: Steve Bielenda, Human Resources Director

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:

Human Resources

Salaries	10170000 - 511000	\$ 6,924
Social Security	10170000 - 522000	430
Medicare	10170000 - 522100	102

Town Attorney

Salaries	10130000 - 511000	\$ 3,360
Social Security	10130000 - 522000	209
Medicare	10130000 - 522100	49

FROM:

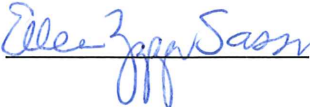
Treasury

Salaries	10181000 - 511000	\$ 11,074
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CERTIFICATION: I hereby certify that the above-stated funds are available as of February 2, 2022



John Wilcox, Director of Finance

APPROVED BY:  Town Manager

Date: 2-2-22



TOWN OF ENFIELD

February 2, 2022

Honorable Members
Enfield Town Council
Enfield, Connecticut

Subject: Request for Transfer of Funds Department of Public Works for the Alcorn Remodel \$14,090.72

Councilors:

Highlights:

- The Department of Public works is currently engaged in renovating the Thomas G. Alcorn School. Additional funding is required to complete this project.
- Funds are available in various Public Works Fleet capital accounts for projects that have been completed.
- These include:
 - Fleet Equipment -Other Prof. Services
 - Fleet Equipment -Equipment New
 - Electrical – Construction Services
- Public Works respectfully requests a transfer in the amount of \$14,090.52 from the following accounts to be used for remodeling at the Alcorn School.

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: Alcorn Remodel

Construction Services	31008199-545000	\$14,090.52
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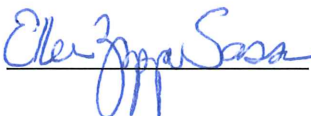
FROM:

Electrical	Construction Services	31008735-545000	\$7,929.72
Fleet	Equipment New	31008724-573000	\$4,977.82
Fleet	Other Professional Services	31008724-533900	\$1,182.98

CERTIFICATION: I hereby certify that the above-stated funds are available as of February 3, 2022.



John Wilcox, Director of Finance

APPROVED BY:  Town Manager Date: 2/4/22



TOWN OF ENFIELD

February 1, 2022

Honorable Members
Enfield Town Council
Enfield, Connecticut

Subject: Request for Transfer of Funds from the General Fund for the Transfer Station Project - \$ 79,000

Request for Transfer of Funds from the Town Infrastructure Sinking Fund for the Transfer Station Project - \$300,000

Councilors:

Highlights:

- The Town appropriated \$610,000 for Transfer Station Improvements in the FY22 budget.
- DPW bid this project in November 2021. The lowest bid, including alternates, was \$992,820.
- The Town Infrastructure Sinking Fund currently has \$300,000 which, per discussions with bond counsel, can be designated for this project. This is because they were not designated for this project when they were originally appropriated, and the projects meet the criteria of the sinking fund.
- The \$79,000 transfer appropriates funds to the referendum limit for FY22 (\$689,000) from the General Fund.
- The \$300,000 transfer designates funds previously appropriated in the Town Infrastructure Sinking Fund to be spent on the Transfer Station.
- The remaining \$3,820 will come from other available funds.

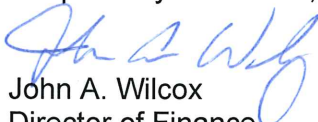
Budget Impact:

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,


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.

GENERAL FUND

FROM:

10800092-584000 \$ 79,000
General Fund – Unallocated - Contingency

TO:

10800092-593010 \$ 79,000
General Fund - Unallocated-Transfers to
Capital

CAPITAL AND NON-RECURRING FUND

FROM:

31042022-480001 \$ 79,000
CIP Fund Revenue FY2021-2022-
Gen Fund Transfers In

TO:

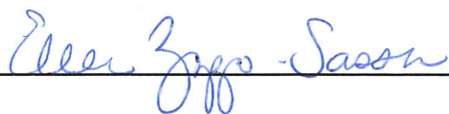
31008162-545000 \$ 79,000
Transfer Station - Construction Srvcs

CERTIFICATION: I hereby certify that the above-stated funds are available as of February 1, 2022.



John A. Wilcox, Director of Finance

APPROVED BY: _____



Town Manager

Date: 2-1-22

ENFIELD TOWN COUNCIL
REQUEST FOR TRANSFER OF FUNDS

RESOLUTION NO. _____

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

TO: TOWN INFRASTRUCTURE SINKING FUND

Transfer Station – Construction Services 31008162-545000 \$300,000

FROM: TOWN INFRASTRUCTURE SINKING FUND

Unallocated – Contingency 30500000-584000 \$300,000

CERTIFICATION: I hereby certify that the above-stated funds are available as of February 1, 2022.


John A. Wilcox, Director of Finance

APPROVED BY:  Town Manager Date: 2-1-22



TOWN OF ENFIELD

January 28, 2022

Honorable Members
Enfield Town Council
Enfield, Connecticut

Subject: Resolution Waiving the Bid Requirements for the Design of the Municipal Parking Lot Expansion at the Enfield Express

Councilors:

Highlights:

- SLR International Corporation has been involved in the design of Higgins Park almost from its inception. SLR drafted the master plan for the park, including the parking lot conceptual design. SLR is thoroughly familiar with the overall project, including the existing conditions, survey information, geotechnical information, utilities, and subsurface conditions.
- The Town is now ready to move forward with design work precedent to the construction of the Higgins Park parking area, which is located behind the Enfield Express and which will connect with the Town Hall parking lot. Public works would like to continue using SLR for this design work. Use of SLR will save time, prevent duplication of work already done, and result in a more cohesive design for Higgins Park.
- Use of SLR without conducting a formal bid process will require a bid waiver from the Council. Public Works therefore respectfully requests that the Council find that the use of SLR for this design work is in the best interest of the Town and waive the public bidding requirements for this project.

Budget Impact:

There will be no impact on the town budget.

Recommendation:

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

Respectfully Submitted,

Donald Nunes
Director, Department of Public Works

Attachments:

1. Resolution.

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

**Resolution Waiving the Bid Requirements for the Design of the
Municipal Parking Lot Expansion at the Enfield Express**

WHEREAS, the Town of Enfield, through its Town Council, is currently reconstructing Higgins Park in the Town of Enfield; and

WHEREAS, SLR International Corporation has contributed important design and engineering work to this project, and in creating these designs has gained particular and valuable technical knowledge and insight into this project which is unavailable to other engineering firms; and

WHEREAS, further design and engineering work is required for the Higgins Park parking area, which is located behind the Enfield Express; and

WHEREAS, SLR International Corporation's prior work on the Higgins Park project makes them uniquely qualified to perform this work.

NOW THEREFORE BE IT RESOLVED, that the Town Council does hereby find, based on the foregoing compelling public interest, and in accordance with chapter V, section 8(d), that it is therefore against the best interest of the Town to solicit bids for the design of the municipal parking lot expansion at the Enfield Express.

Date Submitted: January 28, 2022
Prepared by: The Department of Public Works