

**ENFIELD TOWN COUNCIL
MINUTES OF A REGULAR MEETING
MONDAY, March 7, 2022**

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

PRAYER- The prayer was given by Councilor Mangini.

PLEDGE OF ALLEGIANCE- The Pledge of Allegiance was recited.

ROLL-CALL- Present were Councilors Cressotti, Despard, Finger, Hopkins, Ludwick, Mangini, and Santanella. Councilor Pyznar attended remotely. Councilor Bosco, Cekala and Unghire were absent. Also present were Acting Town Manager, Ellen Zoppo-Sassu; Assistant Town Manager, Kasia Purciello; Town Attorney, James Tallberg; Director of Human Resources, Steve Bielenda; Town Clerk, Sheila Bailey

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

MINUTES OF PRECEDING MEETINGS

MOTION #6135 by Councilor Finger, seconded by Councilor Mangini to accept the minutes of the February 22, 2022, Special Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the chair declared **MOTION #6135** adopted 6-0-2 with Councilors Cressotti and Despard abstaining.

MOTION #6136 by Councilor Mangini, seconded by Councilor Finger to accept the minutes of the February 22, 2022, Regular Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the chair declared **MOTION #6136** adopted 6-0-2 with Councilors Cressotti and Despard abstaining.

SPECIAL GUESTS- KITE, LeAnn Beaulieu, Chair and Brianna Beckstrand, Coordinator.

Brianna Beckstrand, KITE Coordinator stated for everyone that KITE stands for Key Initiatives to Early Education and that they are Enfield's Early Education Collaborative. She had her daughter along with LeAnn Beaulieu pass out a packet to all the councilors. She stated that in the packet are an executive function booklet, a STEAM challenge play book, flyers for the We Spy partnership with a magnifying glass, flyer for the current transition to kindergarten, flyers for KITE and the partnerships with the workforce and some flyers on the importance of play in early education.

LeAnn Beaulieu, Chairperson of KITE, introduced herself. She thanked Deb McCarthy for helping schedule the presentation. She stated that KITE is our community early childhood collaborative and our district readiness council. KITE is for children birth to age 8 and has been serving the community for 20 years. It all began with Mayor Kaupin. He co-chaired the development for a comprehensive community plan for children and families. The Town Council has always been an invaluable partner and she especially wanted to thank Councilors Pyznar and Finger for attending meetings regularly. Over the past couple of years, KITE has become involved with state and regional initiatives. Enfield has become a model in the state, and they receive calls from other collaboratives asking how we accomplish what we do. She said their presentation will highlight some of the things that Council support has allowed them to accomplish.

Ms. Beckstrand took over to discuss some of the accomplishments during the pandemic.

KITE and the Family Resource Center partnered with Pioneer Valley Pediatrics to provide Circle of Security parenting classes to help families struggling with behavior needs exacerbated by the pandemic.

KITE has worked with Peg Olivera from Yale's Gesell Institute to provide professional development on social and emotional training.

KITE also worked with Enfield Schools and the curriculum office to create an Executive Function Toolkit for educators. It is training that partnered with state experts and EASTCONN and includes videos teachers can watch to implement the strategies in their classroom.

KITE has a strong partnership with Enfield Public Schools. They provided a transition to kindergarten via a virtual open house and had a drive through to pick up important papers. This was followed by a live question and answer by the school administration. They also supported EPS by providing play challenge videos and STEAM challenge books for all grade PK-5 families. After a couple years off, KITE and EPS are bringing back the Parent Leadership Academy. They just had their orientation this past Saturday. The 12-week course teaches caregivers to understand more about the Enfield community while learning and developing leadership skills. Former graduates have gone on to be on Town Council, BOE and take these skills back to our community.

KITE partnered with Asnuntuck and the Family Resource Center to bring a series to families called Dive into Diversity.

KITE created an initiative called We Spy over the summer for Age 3 to Grade 3.

Ms. Beaulieu said that their partners and the collaborative have done an incredible job staying with the heart of what we need, recognizing the stressors families are facing and tailor the work we do to support them as they support their children. We are here for the families of Enfield and are grateful for the ongoing partnership.

Chairman Cressotti said it was nice to see them in person. He still remembers the legos they had to make into a duck at one of the meetings. He said KITE does a phenomenal job in the community and to keep up the good work.

Councilor Finger said that We Spy kept his granddaughter busy for a week. He said the meetings are phenomenal and that KITE is a knowledgeable committed group that knows what to do for the kids of this town. He is proud of what you do.

Councilor Despard commented that the work that KITE does for the mental health of young children is important. Finding and treating trauma early can save lives. Thank you for what you are doing.

Councilor Pyznar said she enjoys going to the KITE meetings because she has grandchildren. She cannot wait to meet you in person.

PUBLIC COMMUNICATIONS - None.

Chairman Cressotti declared Public Communications closed.

COUNCILOR COMMUNICATIONS

Councilor Despard thanked the Lieutenant Governor and State Representative Tom Arnone and the Opera House Players for having us there last week as they received a grant for \$1.5 million to rehab a playhouse right here in Thompsonville which will be great for the revitalization.

He went to the PA 490 presentation by the Ct Farm Bureau at the Annex last week. It was well attended. If you are a farmer or landowner that has received an assessment recently saying that your 490 status is going to be removed, reach out to us. In some cases, this has been done in error.

Councilor Despard also congratulated the Enfield Eagles Hockey Team for a great season, just shy of a championship. You made our town proud.

Councilor Mangini stated that she has noticed a lot of drivers not attentive and speeding. She wanted to remind everyone that no place you are trying to get to is that important, there are children, bikes and people walking with dogs.

Councilor Mangini commented that years ago the town received an inclusive community sign from the National League of Cities. Enfield was the inclusive community designee and the sign stood in District 4 on Enfield Street across from the old furniture store. She wants to find out where that sign went. It was a nice sign that symbolizes who we are and what we represent in this town.

Councilor Pyznar wanted to send condolences to Councilor Unghire and her family. She lost her dad this past weekend. Please keep her and her family in your thoughts and prayers.

Chairman Cressotti stated that the Enfield Stars competed in the CT State Special Olympics Winter Games, and he wanted to say congratulations to all the athletes, coaches and volunteers who make it a special day.

Chairman Cressotti mentioned that later in the agenda we are going to honor a longtime colleague, Bob Bromage, for his dedication as a teacher and baseball coach. He has touched the lives of so many athletes and made an impact on his players and students. There will be a resolution tonight to name the ball field at Powder Hollow in his honor. Bob and his wife Cookie have dedicated themselves to this town for over 50 years and their lasting impact should be commended.

Chairman Cressotti mentioned that he attended a couple CCM meetings this past week along with Kasia and Nelson. One of them was the Municipal and Regional Partnership meeting that deals with workforce initiatives in partnership with economic development. He said the Governor's Workforce Council is dealing with four key areas –

business leadership, education, equity, and data that they are presenting. The goal is to build an equitable, inclusive, and innovative workforce that meets the needs of current economic development. The other one he attended was a CCM Legislative Committee meeting. There are many topics we need to keep an eye on. One is the education cost sharing grant, special education funding, police department accreditation, opioid settlements, motor vehicle tax exemptions and funding for HVAC systems.

The senior home repair program is going to start taking appointments on March 14th and work will begin April 5th. It is for residents 60 and over. Please call (860) 253-6396 for assistance. He thanked everyone involved with that program.

Councilor Hopkins commented on how great it was to see the Opera House Players receive the large grant. It was nice to see the Lieutenant Governor come to Enfield with figurative bags of money under her arms. The Opera House Players will be a great economic engine in the part of town we are trying to revitalize. He thanked Representative Arnone for that and hopes that we can continue to capture grant money.

Councilor Hopkins stated that there were many comments received after we passed the solid waste ordinance. The comments and thoughts were great ideas on how to amend that ordinance so it benefits everyone. He and Councilor Finger had a Department of Public Works Subcommittee meeting where they sat down with the Town Manager, Donald Nunes and Ken Boulette and hammered out the concerns and have identified some changes that will be proposed. Changes proposed will be exemptions for churches and some sort of barrel exchange. Trash is an important infrastructure for the town along with sewers and roads. Not many towns in Connecticut still have municipal waste service and he hopes we can continue to protect ours.

TOWN MANAGER REPORT AND COMMUNICATIONS

Acting Town Manager Ellen Zoppo-Sassu commented on the signs of Spring this past week. We have talked about the 4th of July Festival that is being planned. Community gardens are now open for applications. Farmers markets are being scheduled. After a difficult two years it is nice to get back into the swing of things.

Ms. Zoppo-Sassu stated that the biggest pieces of policy they have been dealing with are the American Rescue Plan Act funds (ARPA) and the budget. There will be a PowerPoint at the March 21st meeting concerning ARPA. It will show what has already been spent, what has been

appropriated and planned, and some other initiatives. We have covered COVID mitigation, premium pay, and we will be looking at some sewer infrastructure issues and some business mitigation economic recovery pieces, as well as some assistance to households. As far as HVAC goes, we have been monitoring the school ARPA funds. There is clearance to do HVAC projects and there is also a grant available through the state. During the Public Works meeting they have invited the Superintendent so we can really leverage these dollars and ensure that we are using ARPA funds from both sides of the house, BOE and Town Hall.

Ms. Zoppo-Sassu stated that Sheila Bailey, our Town Clerk, has the opportunity to restore documents through a fund made available through the state. There is quite a bit of money in this restricted account funded from surcharges imposed on the land documents that are recorded. She, through collaborative efforts of working together across department lines, is now offering the Public Works Department and the Building Department some of the funds because they are in dire need of a large-scale scanning and storage project for all their documents. She thanked Sheila for coming up with that innovation.

Assistant Town Manager Kasia Purciello stated that she has been very focused on budget. She is starting to work one-to-one with department directors and John Wilcox and the Town Manager. They will meet with the big departments this week, EMS, PD, Library Services, and IT. The rest of the departments will meet next week. This is where they look at the budget requests in detail and look at historical comparisons. They are three-hour detailed meetings.

Ms. Purciello stated that she is continuing conversations with solar companies and there will be more to come with that soon.

Councilor Ludwick asked for clarification on the assessment appeal process in terms of the amount of time and the ability of the Assessor to override the appeal.

Ms. Zoppo-Sassu stated that the Board of Assessment Appeals is a judicial entity, and they have authority statutorily to reduce an assessment. As the new grand list gets certified a year later, there is a CT General Statute that says that if the Assessor of a town looks back over the grand list and sees any type of glaring error or reduction that is an anomaly across the standard assessment methodology, he or she can go back and adjust appropriately for the next grand list.

Councilor Ludwick reminded everyone that the 18th is when you need to get your appeal in. He asked how many appeals are in right now.

Ms. Zoppo-Sassu said there were around 40 but several of them have been pulled back because of the PA490 issue. They are down to only a few that are not resolved in that column.

Councilor Ludwick stated that we set the mill rate in May and car taxes go out in June. He asked if someone could appeal their car taxes in September?

Ms. Zoppo-Sassu confirmed that they can come in now for anything during March. They typically do another round of appeals in September for anyone who has received their car tax bill with the July 1 payment.

Councilor Ludwick asked what system the Assessor uses whether he or she signs off on depreciation or on level a, b, c, or d. He asked if it was simply the click of a button.

Ms. Zoppo-Sassu stated that farm assessments are set by CT General Statute. For commercial vehicles the Assessor uses a new methodology called Vinta Code which is a drawdown of DMV motor vehicle lists to compare with what we have on our list. She said that if there is depreciation or used car values go down people will see that reflected in their bill.

Councilor Ludwick stated that we need to re-look at this because there seems to be no conformity. Could we have an Assessor's 101 meeting where everyone can ask questions? It should be a public meeting because there is a lot of confusion out there. He asked where people can go to apply for the senior tax credit.

Ms. Zoppo-Sassu stated that she thinks it is still Social Services, but they are trying to expand that to other departments for ease of access.

TOWN ATTORNEY REPORT AND COMMUNICATIONS

Attorney James Tallberg reported that there are no matters up for legal discussion tonight.

Councilor Ludwick asked for a timeline of when we would pull out of emergency rule.

Mr. Tallberg stated that we have a resolution prepared and did a survey of our peer communities. They have not rescinded their executive emergency orders. We have one prepared to rescind the declaration of emergency, but we are waiting to see what our peer municipalities are doing. We do not want to be presumptive and do this too soon. If we do it too soon there could be funding implications.

REPORT OF SPECIAL COMMITTEES – None.

OLD BUSINESS

Item A will remain tabled.

NEW BUSINESS

- A. Consent Agenda – Action. None
- B. Appointments Town Council Appointed. None
- C. Appointments Town Manager Appointed/Council Approved. None
- D. P&Z Commission Appointed/Council Approved. None.

ITEMS FOR DISCUSSION

NOMINATION #6137 by Councilor Mangini to appoint Ken Hilinski (D) to the Planning and Zoning Commission for a term that expires 12/31/25.

MOTION #6138 by Councilor Finger, seconded by Councilor Hopkins to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the chair declared **MOTION #6138** adopted 8-0-0.

Upon a **ROLL-CALL** vote being taken, the chair declared Ken Hilinski appointed to the Planning and Zoning Commission 8-0-0.

NOMINATION #6139 by Councilor Hopkins to appoint Nick Lefakis (D) to the Planning and Zoning Commission- Alternate Member for a term that expires 12/31/23.

MOTION #6140 by Councilor Finger, seconded by Councilor Mangini to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the chair declared **MOTION #6140** adopted 8-0-0.

Upon a **ROLL-CALL** vote being taken, the chair declared Ken Lefakis appointed to the Planning and Zoning Commission- Alternate Member 7-1-0 with Councilor Pynzar voting against.

NOMINATION #6141 by Councilor Despard to appoint Philip Kober (R) to the Inland Wetland Watercourse Agency-Alternate for a term that expires 6/30/25.

MOTION #6142 by Councilor Finger, seconded by Councilor Santanella to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the chair declared **MOTION #6142** adopted 8-0-0.

Upon a **ROLL-CALL** vote being taken, the chair declared Philip Kober appointed to the Inland Wetland Watercourse Agency- Alternate 8-0-0.

RESOLUTION #6143 by Councilor Mangini seconded by Councilor Hopkins.

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

TO: COVID – 19 Fund – COVID-19 Service Pay

Salaries	24500350-511000	\$744,600
Salaries-Part Time	24500350-512000	78,100
Social Security	24500350-522000	39,600
Medicare	24500350-522100	11,930

FROM: COVID-19 Fund

Revenue-Grants-COVID-Federal	24540000-460004	\$874,230
------------------------------	-----------------	-----------

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

/s/ John Wilcox, Director of Finance

Councilor Finger stated that regarding agenda item 14E on tonight's agenda as required by Section 2-128 of the Enfield Ethics Ordinance, he is writing a written statement that should be sent to the Ethics Commission that he is abstaining from this vote on the premium pay at the March 7 meeting because of a conflict of interest. He is currently an employee of the Public Works Division and will be eligible for such benefit.

Councilor Hopkins stated that this is money coming through the federal ARPA funds. This is to honor all the hard work and dedication of the town employees for their work during the pandemic.

Ms. Zoppo-Sassu stated that she feels strongly about investing in our workforce. For public disclosure, she would like the Director of Human Resources to come forward and explain the formula.

Steve Bielenda, Director of Human Resources came forward and explained the formula. He explained that they wanted to make it as objective as possible. Allocated was \$100 per month for every month you worked during March 2020 to December 2021 for full-time employees, and \$50 per month for part-time employees. It is 22 months and includes full-time and part-time employees.

Upon a **ROLL-CALL** vote being taken, the chair declared **RESOLUTION #6143** adopted 7-0-1 with Councilor Finger abstaining.

RESOLUTION #6144 by Councilor Mangini, seconded by Councilor Despard.

WHEREAS, the Enfield Athletic Hall of Fame is recommending naming the full-size baseball diamond at Powder Hollow Park; and

WHEREAS, Mr. Bob Bromage has devoted nearly 40 years to coaching in Enfield; and

WHEREAS, Bob was inducted into the Athletic Hall of Fame in 2021; and

WHEREAS, in addition to baseball, Bob held numerous other head coaching and assistant coaching positions in Enfield including boys' basketball, football and even ice hockey; and

WHEREAS, Bob and his wife have been avid supporters of Enfield athletics even in their retirement years and are among the most legendary.

NOW THEREFORE BE IT RESOLVED, that the Enfield Town Council does hereby name the full-size baseball diamond at Powder Hollow Park "Bob Bromage Field".

Councilor Cressotti stated that this is something that is well-deserved and long overdue. He has impacted the lives of so many student athletes.

Councilor Despard stated that as a member of the class of 2001, he did not play baseball, but he did watch Coach Bromage coach some of the best baseball teams in our history. He and his wife were always so involved, and he is happy to be part of this.

Councilor Pynzar commented that this is great honor. With that being said, she thinks this would be a good time to put a policy in place when naming buildings, fields and parks. There are so many good teachers and coaches that have impacted children's lives in this town. She has already spoken to them about how she feels about it and she stated that she will be voting against it.

Councilor Ludwick commented that he is not a fan of naming after an individual whether it be a field or a highway. He said it should be based on extraordinary measures and very rare. It is nothing personal.

Councilor Santanella commented that it is nice to recognize someone while they are still around. Why wait until they are no longer with us to enjoy it? He said he does agree with Councilor Pynzar about needing to have a policy in place, but he cannot think of a person who is more legend than Bob Bromage.

Upon a **ROLL-CALL** vote being taken, the chair declared **RESOLUTION #6144** adopted 6-2-0 with Councilors Ludwick and Pynzar voting against.

RESOLUTION #6145 by Councilor Mangini, seconded by Councilor Finger.

RESOLVED, that in accordance with Chapter VII Section II of the Town Charter the Enfield Town Council does hereby adopt the revised "Director of Planning," "Director of Economic Development and Community Development" and newly created "Community Development Specialist" job descriptions.

Councilor Ludwick had a question about the job description for the Director of Planning. He thinks it should be just for planning and the word "community development" should be taken out if we are creating two separate departments.

MOTION #6146 by Councilor Mangini, seconded by Councilor Hopkins to amend the description to remove the word "development" from the job description "Director of Planning".

UPON A **SHOW-OF-HANDS** vote being taken, the chair declared **MOTION #6146** adopted 8-0-0.

Upon a **ROLL-CALL** vote being taken, the chair declared **MOTION #6145** adopted as amended 8-0-0.

RESOLUTION #6147 by Councilor Mangini, seconded by Councilor Hopkins to adopt a Tax Deferral Program for Rehabilitation Areas.

MOTION # 6148 by Councilor Mangini, seconded by Councilor Finger to waive the reading of the entire Resolution.

Upon a **SHOW-OF-HANDS** vote, the chair declared **MOTION #6148** adopted 8-0-0. A copy of the full resolution is appended to these minutes.

Councilor Ludwick asked how this fits in with the first-time homebuyer's program.

Ms. Zoppo-Sassu said it is part of what we do with the state under the 12-65 program for any type of abatements or deferrals and it allows us to incorporate any type of smaller tax abatements. It needs to be renewed on the books before we can offer it.

Councilor Hopkins stated that the language that talks about rehabilitation is very broad and is essentially any part of town that has dilapidation. It is properties at least 25 years-old for residential and at least 30 years-old for non-residential. They must have all permits in line and the proposed improvements must be an increase of 10% for residential and 15% for non-residential.

Upon a ROLL-CALL vote being taken, the chair declared **RESOLUTION #6147** adopted 8-0-0.

RESOLUTION #6149 by Councilor Mangini, seconded by Councilor Despard.

WHEREAS, there it is the desire of the Enfield Town Council to have a comprehensive policy for all Town and Board of Education owned and controlled facilities to insure proper usage and compensation of the facilities; and

WHEREAS, the DPW Subcommittee has reviewed the Facility Use Policy and recommends revisions thereto.

NOW THEREFORE BE IT RESOLVED, that the Enfield Town Council does hereby adopt the Facility Use Policy in accordance with the attached revisions.

Councilor Ludwick asked for clarification with the 90% of players on the team need to be from Enfield to use the field for free. He said residency is more important than non-profit status because a coach can still get paid or an individual can get paid. He wants to know what the definition of an Enfield team is.

Ms. Purciello stated that this policy has been revised a few times over the past few years. The exempt teams listed in schedule A right now must apply for their exempt status every single year. That application must go before both the DPW Subcommittee and the Town Council for review every single year. These edits are being made to change that requirement to every three years instead of every year to take the strain off the DPW Subcommittee and the Council. Last August we changed how fields are allocated. In order to request a field now a team must submit their roster and fields are going to be assigned based on the rosters that have 90% Enfield residency. The rosters are still in play here. There are groups that have come forward requesting exempt status. We are still meeting with them, so this is not adding any groups. We are trying to schedule a DPW Subcommittee meeting for next week to go over those exempt status applications. Rest

assured that Public Works is still looking at rosters and checking for the 90% residency when assigning fields.

Councilor Ludwick said that the policy says the Enfield team can file a written application to the Town Manager's Office for an exemption up to three years if the team meets the following criteria. Taking out number 1 on page six and all it will say is that the team needs to be non-profit. Number 1 should stay there.

Councilor Pyznar agreed with Councilor Ludwick and said that line one stating 90% of players on the roster need to be Enfield residents should stay.

Councilor Hopkins supports the change because it removes redundancy. It still exists on line 96.

Councilor Ludwick wanted to be clear that the first paragraph does not talk about exemption. Getting assigned a field and paying for it are two different things. If you take out 1 on page six, I am against this.

Ms. Zoppo-Sassu asked if he was looking to have it restated in application procedures as well as the description of rental fees.

Councilor Ludwick stated that we must be consistent, one relates to the assignment of fields, and one is whether you pay or not.

MOTION #6150 by Councilor Finger, seconded by Councilor Ludwick to amend the language on page 6 to leave number 1 and add "as described in section D" after the word "residency".

Upon a **SHOW-OF-HANDS** vote, the chair declared **MOTION #6150** adopted 8-0-0.

Upon a **ROLL-CALL** vote being taken, the chair declared **RESOLUTION #6149** adopted as amended 8-0-0.

RESOLUTION #6151 by Councilor Mangini, seconded by Councilor Despard.

Councilor Mangini thanked our interim Town Manager for doing a phenomenal job. She stepped into a "war zone and led the troops." She said that several residents have approached her and asked when we would vote to keep the new Town Manager.

Councilor Finger said that in the beginning he had his doubts but for the past two months she has answered questions shot at her from all of us. She has handled it very professionally and he thinks she will do a great job in Enfield. He is in favor of her as our Town Manager.

Councilor Santanella stated that he has been in many meetings with Ms. Zoppo-Sassu and after "interviewing" her for past two and a half months there is no good cause not to move forward. He said we owe her gratitude for her patience with this process. He is happy to be able to vote for her to be here permanently.

Councilor Ludwick stated upfront publicly that he does not agree with any political elected official becoming the Town Manager.

Councilor Hopkins confirmed that yes, she was a former elected official. He said he does agree with Councilor Ludwick in saying that politics should be kept out of this process, but I think it depends on the person.

Councilor Despard commented that he has not seen Ellen act in a political way, so he does not think that applies here. He thinks she has done a good job keeping politics out of her role and sees no reason why that would not continue.

Councilor Pyznar said that she respects Ellen but feels that there were other candidates that were not given the opportunity of a second interview. For that reason, she will vote no.

Chairman Cressotti stated that everyone is confident in her competence to manage our town. He said she has shown a vision for the town and has worked diligently since being here. She has guided the town during her interim time through some turbulent times. She has been transparent to the residents and everyone here on the Council. She has an open-door policy and has developed relationships with every single member of the Council and all other staff. Her weekly reports are outstanding. It is his absolute pleasure to say that she is a highly qualified person that will take the town to different heights. We are going to make history in town tonight when we vote her in as Enfield's first female Town Manager.

Upon a **ROLL-CALL** vote being taken, the chair declared **RESOLUTION #6152** adopted 6-2-0 with Councilors Pyznar and Ludwick voting against.

Chairman Cressotti congratulated Ellen and welcomed her as our new Town Manager on behalf of himself and the Town Council.

Town Manager Ellen Zoppo-Sassu stated that she has really enjoyed her time here so far. She said it is a phenomenal community. The people she has met over the last 90 days have been so welcoming. She commented that we have a very strong management team and there is a lot the Enfield does well. There are other towns looking for a Town Manager right now, but there is a dedicated group of employees here and she looked at that before deciding to come. There are so many great projects going on right now like the train platform and the revitalization of Thompsonville that will keep the energy level up and moving in the right direction.

She received her master's degree in Public Administration years ago and wasn't sure she would ever use it. She dabbled in Chamber of Commerce, non-profits, as an elected city council member and then Municipal CEO of a city a little larger than this. She thanked everyone for this opportunity.

PUBLIC COMMUNICATIONS

Walter Kruzel, 21 Charnley Rd

Mr. Kruzel welcomed Ms. Zoppo-Sassu to Enfield. He said he now has a job for her, to get a stoplight in front of the high school. It would control the traffic on Route 5. It was approved by the state when we did the high school, and it was never put up.

Ms. Zoppo-Sassu asked if that was through the state traffic commission?

Mr. Kruzel stated that the stoplight was approved but that funding was an issue.

Mr. Kruzel also asked to make masks go away. He stated that is says right on the box that they are not for COVID.

Matt Schmitt, 1304 Bigelow Commons

Mr. Schmitt thanked the Town Attorney for letting everyone know why we are still under an emergency. He said it is a bad critique of Enfield and leadership that we are waiting to see what our peer communities do and troublesome that we are under an emergency because we might get funding for it. This is why people don't trust government. He said please get rid of the emergency, there is no reason for it anymore.

Chairman Cressotti declared Public Communications closed.

COUNCILOR COMMUNICATIONS

Councilor Despard said that he misspoke earlier. He said that although the Enfield High Hockey team did lose in their conference championship, they will be playing in the state tournament. They won the first round and will be playing in the quarterfinals of the state tournament Thursday.

Councilor Santanella commented to Mr. Kruzel that friends of his live in the house next to the Enfield High driveway and last week they had no fewer than 40 cars and a bus pull into their driveway. The Town Manager has been helping redirect traffic. He stated that the traffic light is on his list as well.

Councilor Santanella also stated that next Monday, March 14, from 7-8pm, he is hosting a district roundtable for people who live in District 2. It will be at the Enfield Congregational Church.

Lastly, he wanted to mention something that affects some people in his district and some in Councilor Bosco's district who live in Fire District 1. This Wednesday the Enfield Fire District has put up a public notice that they are having a special meeting to vote on a new apparatus. It is at the fire house at 200 Phoenix Avenue at 7:30pm.

MOTION #6152 by Councilor Mangini, seconded by Councilor Finger to adjourn.

Upon a **SHOW-OF-HANDS** vote, the chair declared **MOTION #6152** adopted and the meeting stood adjourned at 8:40pm.

Respectfully Submitted,

Sheila M. Bailey
Town Clerk
Clerk of the Council

Tina Demers
Secretary to the Council

Appended to the minutes of the
March 7, 2022 Regular Town Council
meeting. See page 9 & 10.

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

Resolution Adopting Tax Deferral Program

WHEREAS, the Town Council of the Town of Enfield wishes to encourage the rehabilitation of the improvements upon real property within the Town of Enfield; and

WHEREAS, pursuant to Connecticut General Statutes §12-65c(a) the Town of Enfield hereby designates properties in Business Local (BL) districts as of January 1, 2001 that were constructed before 1970, and the village districts as defined by the Planning & Zoning Commission of the Town of Enfield before January 1, 2002 as "rehabilitation areas"; and

WHEREAS, eligibility for deferral of increased assessment in real property is allowable for consideration when:

1. The structure on the property to be rehabilitated and/or improved must be at least twenty-five (25) years old for residential properties and at least thirty (30) years old for non-residential properties;
2. All necessary building, zoning, wetlands, and other permits must be obtained prior to applying for the deferment; and
3. The proposed rehabilitation and/or improvement(s) must increase the value of the improvements on the real property by a minimum of ten (10%) for the residential properties and fifteen (15%) percent for non-residential properties.

NOW THEREFORE BE IT RESOLVED that any owner of real property may prepare and present to the Assessor an application for deferral of increased assessment as a result of rehabilitation or improvement of the existing improvements on said real property in the Town of Enfield as follows:

1. Application shall be made to the Assessor, who shall determine the existing assessment for the existing improvements thereon, and the proposed adjusted assessment based on the completion of the rehabilitation and /or improvements as submitted. The proposed rehabilitation and/or must increase the assessed value of the improvements upon residential real property by at least the (10%) percent. The proposed rehabilitation and/or improvements must increase the assessed value of the improvements upon non-residential real property by at least fifteen (15%) percent.

2. For residential structures, the existing structure proposed to be rehabilitated or improved must be at least twenty-five (25) years old.
3. For non-residential structures, the existing structure proposed to be rehabilitated or improved must be at least thirty (30) years old and the improvements may be required to include exterior rehabilitation and /or improvements.
4. All permits, including but not limited to, building, zoning, wetlands, and special use, if necessary, shall be acquired prior to application.
5. All improvements *must be* completed within one (1) year of the approval of the application hereunder.
6. All taxes due to the Town of Enfield for said real property and improvements shall be current.

The Assessor shall approve the exemption upon a final inspection and the issuance of a certificate of occupancy, if required.

BE IT FURTHER RESOLVED, the deferral of increased assessment will be in accordance with the following schedule and conditions:

Exemption Schedule (7 Years)	
<u>YEARS</u>	<u>Exemption of Increased</u>
1	100 %
2	83 %
3	67 %
4	50 %
5	37 %
6	20 %
7	7 %

- a) Any such tax deferral shall be contingent upon the continued use of the property for the purposes stated in the application.
- b) The continuance of any such tax deferral shall be contingent upon the property remaining in compliance with all Town ordinances and codes, including, but not limited to, building, housing, health and safety codes.

- c) The tax deferral shall cease upon the failure of the property owner to pay any taxes due on said property when due.
- d) Each application shall include a fifty dollar (\$50.00) non-refundable application fee.

BE IT FURTHER RESOLVED, in the event of a general revaluation in any year after the year in which such rehabilitation and/or improvements is completed resulting in any increase in the assessment on such property, only that portion of the increase resulting from such rehabilitation or improvement shall be deferred. Also, in the event of a general revaluation in any year after the year in which such rehabilitation and/or improvement is completed, such deferred assessment shall be increased or decreased in proportion to the increase or decrease in the total assessment on such property as a result of such general revaluation.

BE IT FURTHER RESOLVED, this resolution shall take effect ten (10) days after publication in a newspaper having a circulation in the Town of Enfield and shall automatically terminate five (5) years from said effective date, unless extended or renewed by action of the Town Council.

**ENFIELD TOWN COUNCIL & ENFIELD BOARD OF EDUCATION
ENFIELD, CONNECTICUT**

USE OF SCHOOL & TOWN FACILITIES

1330

A. Policy Statement

Subject to section 54-1 et seq. of the Town Code, the Town Council and the Board of Education may permit the use of any Facility for educational or community purposes.

B. Definitions

1. Administrator for the school means a Principal or his or her designee; for the Town this means the Director of the Facility, or his or her designee.
2. Associated Costs means, but is not limited to, fees for the services of any custodial personnel, field monitoring or setup personnel, Audio Visual technician, utilities, supplies, security personnel or other personnel deemed by the responsible Administrator to be necessary in connection with the use of Facilities. Such costs shall be at the rates set forth in the fee schedule.
3. Business Day means normal hours of operation of the Facility.
4. Community purpose means that which may serve or benefit the Town's residents in some manner.
5. Facility means, but is not limited to, any building, meeting room, conference room, athletic field, cafeteria, gymnasium, park, playground, recreational area, owned or maintained by the Town of Enfield or the Enfield Board of Education.
6. Non-profit means (1) an organization recognized as such by the State of Connecticut or the United States Internal Revenue Code or (2) the Town Committee of a major or minor political party as defined by Conn. Gen. Stat. §9-372.
7. Political campaign activity means an event, gathering, rally or similar assembly either in support of or in opposition to a candidate or group of candidates in an upcoming election.
8. Resident means an individual whose domicile is the Town of Enfield and shall include other legal entities located within the Town.
9. School Year means that period of time beginning on the first day that school is in session and ending on the last day that school is in session and includes school year vacations.
10. Town means the Town of Enfield, a municipal corporation located in Hartford County, in the State of Connecticut, and includes the Town Council, Town boards, commissions, agencies, departments and divisions.

C. Establishment of Rules and Procedures

The use of any Facility for educational or community purposes shall be governed by the following rules and procedures and shall be subject to such restrictions as the Town Manager or Superintendent of Schools or their designee(s) consider(s) expedient. This policy is read in conjunction with section 54-1 et seq. of the Town Code. If there is any conflict between this policy and the Town Code, the Code provisions will prevail. This policy shall not apply to the use of school buildings and/or portions therein, during the business day of the school.

Consistent with this policy, the Town Manager and Superintendent of Schools shall promulgate Administrative Regulations and associated forms for the use of buildings and Facilities. Since the primary purpose of public school facilities is for public educational activities, including athletic events, such activities will have priority over all other requested uses of school Facilities.

D. Application Procedures

An application for use of a school Facility shall be submitted to the school Administrator during the school year. In the absence of the school Administrator, and during summer vacation, the application shall be submitted to the Town's Facilities Director.

An application for use of a Town Facility shall be submitted to the Town Administrator for the Town Facility. The Town Manager shall determine the appropriate Administrator for Town Facilities.

The application shall specify the Facility requested. All school or Town equipment shall not be used without the express written permission of the Administrator.

The school Administrator shall forward to the Town's Facilities Director each application for the use of school buildings and/or portions therein, with a recommendation, as to approval or denial. The Town's Facilities Director shall review the applications, determine the amount of fees to be collected, and forward approved requests to the School Administrator for scheduling. Approval of the use of the school Facility may be revoked at any time by the Superintendent of Schools or his or her designee.

The school Administrator shall forward to the Town's Facilities Director each application for the use of school grounds, including athletic fields, with a recommendation, as to approval or denial. The Town's Facilities Director shall review the application, determine the amount of fees to be collected, and forward approved requests to the Director of Public Works, or their designee, for final approval and scheduling. Approval of the use of the school grounds may be revoked at any time by the Town Manager or his or her designee.

The Town Administrator shall forward to the Director of Public Works, or their designee, each application for the use of town facilities with a recommendation as to approval or denial. The Director of Public Works or their designee shall make a final determination whether to approve the application. For those applications approved, the Director of Public Works or their designee shall determine scheduling and the amount of fees to be collected. Approval of the use of a Town Facility may be revoked at any time by the Town Manager or his or her designee.

Facilities for athletic and/or sports events shall be assigned to outside organizations based on need and roster size with non-profit teams comprised of 90% Enfield residents taking priority, followed by other non-profit groups, for-profit groups, and all other groups. Assignment of facilities for athletic and/or sports events will be based on the number of Enfield residents on the team. No out-of-town residents will be counted for assignment purposes. All organizations shall electronically submit proof of insurance, rosters including names and residence of participants, schedule and location request to the Director of Public Works, or his designee. All materials shall be submitted by the following dates for each sports season:

- i. Spring: February 15
- ii. Summer: April 15
- iii. Fall: August 15
- iv. Winter: November 15

Facilities for non-athletic and/or non-sports events will be assigned in order of receipt of the application AND upon receipt of the required deposit as set forth below.

All approved applications must be secured by a deposit of 20% of the Rental Fees set forth in Schedule B within 15 days of such approval. The balance shall be paid no later than 30 days prior to the date of the activity or event. Failure to pay the deposit and balance when due shall result in

the cancellation of the approval. The deposit and any additional payments toward the balance of the rental fees will be refundable only if the applicant provides written notice of cancellation to the Facilities Director, which notice must be received no less than 30 days prior to the date of activity or event.

E. Eligible Organizations and Priority of Use

Administrators responsible for reviewing and recommending requests for use of Facilities will use the following guidelines regarding priority use.

Order of Priority:

1. School Facilities

- a. School events or activities, including educational and athletic
- b. School-sponsored events or activities
- c. Town events or activities
- d. All other organizations

2. Town Facilities

- a. Town events or activities
- b. School events or activities, including educational and athletic
- c. School-sponsored events or activities
- d. All other organizations

In the event of the cancellation of any Town or School sponsored event or activity as set forth above, due to weather or any other unforeseen circumstance, the event or activity may be rescheduled to a convenient date that may require the "bumping" of an outside organization's reservation. Bumping will occur in order of priority listed above. The outside organization shall be provided with an alternate date.

F. Restrictions on Use of Facilities

In addition to the restrictions set forth in section 54-1 et seq. of the Town Code, the restrictions below shall apply to the use of Facilities. Any violation of this Policy or any applicable Administrative Regulations may result in permanent revocation of the privilege to use Town or school Facilities by the organization and/or individuals involved.

1. The organization shall be responsible for any damage to equipment or buildings that occur during its use of the Facility.
2. Users of Facilities must designate a responsible adult supervisor to: be on site before the first participant has arrived; remain throughout the event; and not leave until after the last participant has left the Facility. Supervisors must have cell phones with them during the event.
3. No illegal activities are permitted.
4. Use or possession of tobacco, alcoholic beverages or unauthorized controlled substances is not permitted in or on school facilities.

5. Use of tobacco is not permitted within Town buildings. Unauthorized controlled substances are not permitted on Town property. Alcoholic beverages shall not be consumed on Town property or brought into a Town building, without proper permits in place.
6. Refreshments may not be prepared, served or consumed without the proper approvals. If such approval is granted, refreshments may be prepared, served and consumed only in areas designated.
7. Advertising, decorations or materials must be approved by the Town/School Administrator.
8. Advertising, decorations or other materials that promote the use of illegal drugs, tobacco products, or alcoholic beverages are not permitted.
9. Activities that are disruptive of the regular ongoing school or Town business are not permitted.
10. Nothing shall be sold, given, exhibited, or displayed without approval by the Administrator.
11. Any area deemed "off limits" shall not be used.
12. Town/School Administrators must make arrangements to hire uniformed police at all school events or combination of events for which traffic and parking problems may be expected. Such determination is the prerogative of the Town/School Administrator upon review of the rental application. Multiple events requiring uniformed officers shall pro-rate the cost for the uniformed officer(s) to the applicant involved on a basis to be determined by the Public Works Director for Town sites and the Facility Director for school sites.
13. Political campaign activities are not permitted inside town-owned property. This does not include bi-partisan or non-partisan public information sessions, constituent services, or photographing of candidates in the Joseph E. O'Conner Gazebo.

G. Fees and Other Costs

Users of Facilities shall be responsible for the fees and costs set out in a fee schedule as established jointly by the Town Manager and Superintendent of Schools. Rental fees and/or associated costs otherwise applicable may be waived by the Town Manager or Superintendent of Schools if such waiver is deemed by the Town Manager or Superintendent of Schools to be in the best interest of the Town or the school, respectively. The following guidelines shall be incorporated into such fee schedule:

Category	Example	Fee Charged	
		Facility Rental	Associated Costs
School-sponsored programs	High School Football, HS Band, etc.	No	No
Activities that Further Educational Objectives of Public Schools	PTO, Booster Clubs, Safe Graduation Committees, etc.	No	No
Town Department or Agency Activity	Council, Social Services, Recreation, etc.	No	No
Non-profits with principal offices located in the Town of Enfield and athletic organizations listed on Schedule A.	Enfield Soccer Club, Ramblers, Enfield Little League Loaves and Fishes, etc.	No*	No

Non-profits with principal offices located in the Town of Enfield and athletic organizations listed on Schedule A using for purposes of fund raising. Enfield Soccer Club, Ramblers, Enfield Little League Loaves and Fishes, etc. No* Yes

Non-profits operating in Town American Red Cross No* Yes

All other entities, including, but not limited to, individuals, groups, associations, organizations and/or businesses. Yes Yes

* Outdoor athletic facilities are subject to Rental Fees as set forth on the attached Schedule A.

H. Insurance and Liability

The Facility user assumes all responsibility and liability for any injury to persons, and for damage to and loss of school or Town property in connection with the use of the Facility. The user holds the Town and school employees and the Town Council and Board of Education harmless for any such losses or damages. Responsibility and indemnification are detailed in the rental agreement.

Users must provide a certificate of insurance with their application. The minimum limits of liability are as follows:

General Liability - \$1,000,000 Each Occurrence
\$2,000,000 Aggregate

Automobile Liability - \$1,000,000 Combined Single Limit

Users having either volunteer workers or paid employees must provide Workers Compensation coverage, including Employers Liability Coverage in the amount of \$100,000/500,000/100,000.

Individual users are required to provide a copy of their homeowner's or apartment dweller's insurance policy declarations page. Minimum personal liability coverage of \$300,000 is required.

I. Appeal of Denial of Facility Use

1. Any applicant denied use of a Town facility, including an athletic field or fields, or whose use has been revoked, shall have the right to appeal such denial or revocation to the Public Works subcommittee. All appeals shall be submitted in writing to the Town Manager's Office.
2. Any applicant denied use of a school facility, excluding an athletic field or fields and gymnasiums, or whose use has been revoked shall have the right to appeal such denial or revocation in writing to the Superintendent's Office.

J. Upon review of an application for use of a Facility, including its proposed duration, location and type of use, the application may be referred to and reviewed by the Town Attorney to determine if the proposed use of the facility should be subject to a lease or other agreement which may be subject to approval by the Town Council.

SCHEDULE A

Rental Fees for Outdoor Athletic Facilities

Includes Pickleball Complex, Baseball, Softball, Football, Field Hockey, Lacrosse, and Soccer Fields

Artificial Turf Fields (not subject to Tournament Fees):

\$1000.00 for up to four (4) hours (mandatory minimum fee). Lights Included

\$250.00 per hour for every hour, or part thereof, after the first four (4) hours. Lights Included

Grass Fields: \$75.00 per game (Tournament Fees listed below).

\$400.00 per season for practices (maximum of two practices per week)

Spring Season is defined as May through July.

Fall Season is defined as August through October.

Lights at Grass Fields: \$25.00 per game (Tournament Fees listed below).

Tournaments:

Definition: A series of contests and/or games between 4 or more invited teams held over a one to three-day period.

Tournaments must be approved by the Facilities Manager and/or his/her agent. The Town may require that the sponsoring organization provide at its own expense services including, but not necessarily limited to, police, security, trash removal and additional sanitary facilities as deemed necessary.

Non-Exempt Organizations: \$1000.00 per day per field.

Exempt Athletic Organizations (listed below): \$500.00 per day per complex.

For an exempt athletic organization's tournament, a complex is one or more outdoor athletic fields located on one property.

Lights for Tournaments: Included in Tournament Fee.

**Athletic Organizations Exempt from the
Rental Fees Listed Above**

Enfield Little League	Enfield Girls' Softball Association	Enfield Soccer Club
Enfield Men's Softball	Greater Enfield Men's Softball League	Allied Enfield Stars
Enfield Ramblers Football	Enfield Women's Softball League	Enfield Men's Over 30 Soccer
Enfield Soccer Association	Enfield Fireballs	American Legion Baseball – 15U, 17U and 19U

An Enfield team can file a written application to the Town Manager's Office for exemption status ~~for a term of one year~~, if the team meets the following criteria:

- ~~1. 90% of the players on the roster have Enfield residency, and~~
1. The organization provides proof of not-for-profit status.

Amend #6150 leave line #1 and add verbiage
^as described in Section D

The written applications will then be reviewed by the Public Works Subcommittee. Recommendations will be brought before the Town Council for final decision. Thereafter, ~~on an annual basis every three years~~, the list of exempt teams will be reviewed by the Director of Public Works, or their designee.

Teams that are approved for exemption status will be eligible for a refund of field rental fees or a reduction of tournament fees, provided that the above-referenced application for exemption is filed with the Town Manager's Office no later than 30 (thirty) calendar days after the payment of such fees.

SCHEDULE B

Rental Fees for Indoor Facilities

ENFIELD HIGH SCHOOL AND JFK MIDDLE SCHOOL

AUDITORIUM

\$500.00 For Up to Four Hours for Entities with principal offices in the Town of Enfield

\$125.00 Per Hour for Each Additional Hour for Entities with principal offices in the Town of Enfield

\$1000.00 For Up to Four Hours for out-of-town organizations

\$250 Per Hour for Each Additional Hour for out-of-town organizations

Additional Cost:

\$200.00 for Board of Education or Town of Enfield Audio Visual (AV) Technician for up to Four Hours

\$50.00 Per Hour for Each Additional Hour

GYMNASIUM:

\$500.00 For Up to Four Hours

\$125.00 Per Hour for Each Additional Hour

BAND ROOM OR CHORUS ROOM:

\$275.00 For Up to Four Hours

\$69.00 Per Hour for Each Additional Hour

CLASSROOM:

\$225.00 For Up to Four Hours

\$57.00 Per Hour for Each Additional Hour

ENFIELD ANNEX

AUDITORIUM

\$500.00 For Up to Four Hours

\$125.00 Per Hour for Each Additional Hour

GYMNASIUM:

\$450.00 For Up to Four Hours

\$113.00 Per Hour for Each Additional Hour

BAND ROOM OR CHORUS ROOM:

\$275.00 For Up to Four Hours

\$69.00 Per Hour for Each Additional Hour

CLASSROOM:

\$225.00 For Up to Four Hours

\$57.00 Per Hour for Each Additional Hour

ELEMENTARY SCHOOLS

CAFETERIA OR GYMNASIUM:

\$250.00 For Up to Four Hours

\$63.00 Per Hour for Each Additional Hour

CLASSROOM:

\$225.00 For Up to Four Hours

\$57.00 Per Hour for Each Additional Hour

403 **ASSOCIATED COSTS**
404 Audio Visual Technician \$50.00 Per Hour
405 Buildings and Grounds Staff Member \$51.01 Per Hour
406 Uniformed Police Officer \$62.12 Per Hour
407 Custodian \$42.08 Per Hour
408
409 Fees are computed on a daily rate basis. For example, the fee for a Friday and Saturday event running
410 under four hours each day in the Enfield Annex is \$1000.00 (\$500 per day). The fee for a Friday and
411 Saturday event running six hours each day in the Enfield Annex is \$1500.00 (\$750.00 per day for the six
412 hours each day) plus any associated costs levied.
413
414 **ENFIELD PUBLIC LIBRARY (CENTRAL – 104 MIDDLE ROAD)**
415
416 Large Community Room
417 \$275.00 For Up to Two Hours
418 \$69.00 Per Hour for Each Additional Hour
419
420 **SENIOR CENTER**
421
422 Large Community Room
423 \$275.00 For Up to Two Hours
424 \$69.00 Per Hour for Each Additional Hour
425
426 **TOWN HALL**
427
428 COUNCIL CHAMBERS
429 \$275.00 For Up to Four Hours
430 \$69.00 Per Hour for Each Additional Hour
431
432 ENFIELD ROOM
433 \$200.00 For Up to Four Hours
434 \$50.00 Per Hour for Each Additional Hour
435
436 THOMPSONVILLE ROOM
437 \$150.00 For Up to Four Hours
438 \$38.00 Per Hour for Each Additional Hour
439
440 **Adopted by Town Council:** July 7, 2008
441 **Revised:** May 16, 2011
442 **Adopted by Board of Education:** July 8, 2008
443 **Revised:** March 18, 2019
444 **Revised:** August 5, 2019
445 **Revised:** September 17, 2019
446 **Adopted by Town Council** August 2, 2021
447 **Revised:** March 7, 2022
448