



**AGENDA
ENFIELD TOWN COUNCIL
REGULAR MEETING**

Monday, March 21, 2022
7:00 PM – Council Chambers
<https://youtu.be/98HAoJayd2A>

1. PRAYER – Councilor John Santanella
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL.
4. FIRE EVACUATION ANNOUNCEMENT.
5. MINUTES OF PRECEDING MEETINGS.
 - Special Meeting – March 7, 2022
 - Regular Meeting – March 7, 2022
6. SPECIAL GUESTS. None
7. PUBLIC COMMUNICATIONS AND PETITIONS.
8. COUNCILOR COMMUNICATIONS AND PETITIONS.
9. TOWN MANAGER REPORT AND COMMUNICATIONS.
 - American Rescue Plan Act Presentation
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.** None
 - B. **Appointment(s) – Town Council Appointed.**

1. ****Bight Review Committee-** The Term of Office of Jessica Martin (U0 Expires on 03/31/2022. Reappointment Would be until 03/31/2024.
2. ****Prison Town Liaison Committee** – The Term of Office of Nelson Rodriguez (D) Expires 02/28/2022. Reappointment or Replacement Would be Until 12/31/2024.
3. ****Patriot Award Committee** – The Term of Office of Michael Emmons (U), Expires 07/31/2021. Reappointment or Replacement Would be Until 07/31/2023.
4. ****Patriot Award Committee** – The Term of Office of Scott Kaupin (R), Expires 07/31/2021. Reappointment or Replacement Would be Until 07/31/2023.

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

D. Appointment(s) – P & Z Commission Appointed- Council Approved. None

E. Discussion/Resolution: Resolution to Increase the Board of Education Appropriation for Fiscal Year 2022 Due to Increase in the Education Cost Sharing Grant \$637,731.

F. Discussion/Resolution: Resolution Adopting the Revised Social Worker Job Description.

G. Discussion/Resolution: Resolution to Adopt Wage Adjustment for the Assistant Town Manager Position as a Result of Merger with HR Director Position.

H. Discussion/Resolution: Resolution Regarding the Discontinuance of a Portion of Old Neelans Road.

I. Discussion/Resolution: Resolution to Repeal Town Council Resolution #4095 and to Withdraw from the Memorandum of Understanding by and between the Town of Enfield and the Fire Districts of Enfield Regarding Tax Assessment Agreements.

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
MONDAY, MARCH 7, 2022**

A Special 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 6:00 p.m.

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

MOTION #6133 by Councilor Finger seconded by Councilor Mangini to go into Executive Session to discuss Personnel issues.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #6133** adopted 8-0-0.

EXECUTIVE SESSION

The Executive Session of the Enfield Town Council was called to order by Chairman Cressotti at 6:02 p.m.

ROLL-CALL – Present were Councilors Cressotti, Despard, Finger, Hopkins, Ludwick, Mangini, and Santanella. Councilor Pyznar attended remotely. Councilors 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 Services, Steven Bielenda; and Town Clerk, Sheila Bailey.

Chairman Cressotti reconvened the Special Meeting at 6:54 p.m. and stated during Executive Session the Council discussed Personnel issues with no action or votes being taken.

ADJOURNMENT

MOTION #6134 by Councilor Finger, seconded by Councilor Hopkins to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #6134** adopted 8-0-0, and the meeting stood adjourned at 6:55 p.m.

Respectfully submitted,

Sheila M. Bailey
Town Clerk
Clerk of the Council

**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
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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.

289 **SCHEDULE A**

290 **Rental Fees for Outdoor Athletic Facilities**

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

292 **Fields**

293

294

295 Artificial Turf Fields (not subject to Tournament Fees):

296 \$1000.00 for up to four (4) hours (mandatory minimum fee). Lights Included

297 \$250.00 per hour for every hour, or part thereof, after the first four (4) hours. Lights Included

298

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

300 \$400.00 per season for practices (maximum of two practices per week)

301

302 Spring Season is defined as May through July.

303 Fall Season is defined as August through October.

304

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

306

307 Tournaments:

308 Definition: A series of contests and/or games between 4 or more invited teams held over a one to

309 three-day period.

310

311 Tournaments must be approved by the Facilities Manager and/or his/her agent. The Town may

312 require that the sponsoring organization provide at its own expense services including, but not

313 necessarily limited to, police, security, trash removal and additional sanitary facilities as deemed

314 necessary.

315

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

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

318

319 For an exempt athletic organization's tournament, a complex is one or more outdoor athletic fields

320 located on one property.

321

322 Lights for Tournaments: Included in Tournament Fee.

323 **Athletic Organizations Exempt from the**

324 **Rental Fees Listed Above**

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

329

330 **An Enfield** team can file a written application to the Town Manager's Office for exemption status ~~for a~~

331 ~~term of one year~~, if the team meets the following criteria:

- 332
- 333 ~~1. 90% of the players on the roster have Enfield residency, and~~
- 334 ~~2. 1. The organization provides proof of not-for-profit status.~~

335

336

337

338 The written applications will then be reviewed by the Public Works Subcommittee. Recommendations will

339 be brought before the Town Council for final decision. Thereafter, ~~on an annual basis every three years~~,

340 the list of exempt teams will be reviewed by the Director of Public Works, or their designee.

341

342 Teams that are approved for exemption status will be eligible for a refund of field rental fees or a reduction

343 of tournament fees, provided that the above-referenced application for exemption is filed with the Town

344 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

McCarthy, Debra

From: noreply@civicplus.com
Sent: Wednesday, March 2, 2022 8:27 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	3/2/2022
First and Last Name	Jessica Martin
Address	72 Belmont Ave
City	Enfield
State	CT
Zip	06082
Phone Number	8609785388
Second Phone:	860-978-5388
Email	jessica@maverickrealtyct.com
Occupation	Real Estate Broker
Occupation Phone Number	860-978-5388
Party Affiliation	Unaffiliated
Registered Voter	Yes
Name of the Board You Wish to Apply For:	Blight Review Committee
Appointment	Reappointment
Please outline your qualifications and how you feel you would contribute to the committee or commission:	I am a lifelong Enfield resident who cares about the town and it's residents. I work in the real estate business and do lots of business in town. I understand all states of disrepair and have an idea of the time and funding it might take to fix the issues. I have time to review the documents for the appeals that are

filed and my schedule is flexible enough to allow for the occasional short notice hearing.

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:

Just recently started on the BRC

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

1 in person, 1 on Zoom

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: Tuesday, March 8, 2022 1:32 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	3/8/2022
First and Last Name	Nelson Rodriguez
Address	38 Wheeler Drive
City	Enfield
State	CT
Zip	06082
Phone Number	860 818 1018
Second Phone:	860 763 0549
Email	neldee1292@Yahoo.com.com
Occupation	<i>Field not completed.</i>
Occupation Phone Number	<i>Field not completed.</i>
Party Affiliation	Democrat
Registered Voter	Yes
Name of the Board You Wish to Apply For:	Prison Town Liaison Commission
Appointment	Reappointment
Please outline your qualifications and how you feel you would contribute to the committee or commission:	I have been on the board approximately 20 years previously I will previously I was a captain with the department of corrections corrections and have the town's best interest.

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:

Shaker pines fire department commissioner

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

3

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, February 6, 2022 7:33 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	2/6/2022
First and Last Name	Michael Emmons
Address	32 Southwood Rd
City	Enfield
State	Connecticut
Zip	06082
Phone Number	8608697924
Second Phone:	N/A
Email	mike.emmons83@gmail.com
Occupation	Field not completed.
Occupation Phone Number	Field not completed.
Party Affiliation	Unaffiliated
Registered Voter	Yes
Name of the Board You Wish to Apply For:	Patriot Award Committee
Appointment	Reappointment
Please outline your qualifications and how you feel you would contribute to the committee or commission:	Former Chairman of the Patriot Award Committee representing the Enfield Fourth of July Town Celebration. I believe we were last active in 2019.

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:

Patriot Award Committee
Enfield Plan of Conservation Steering Committee

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

0

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: Wednesday, March 2, 2022 11:21 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	3/2/2022
First and Last Name	Scott Kaupin
Address	9 Allen Street
City	Enfield
State	CT
Zip	06082
Phone Number	860-966-6335
Second Phone:	860-966-6335
Email	scottkaupin@cox.net
Occupation	Logistics Manager
Occupation Phone Number	860-253-4684
Party Affiliation	Republican
Registered Voter	Yes
Name of the Board You Wish to Apply For:	Patriot Award Committee
Appointment	Reappointment
Please outline your qualifications and how you feel you would contribute to the committee or commission:	I have been a member of the Patriot Award Committee for four (4) years, and have served as one of the two (2) representatives from the Fourth of July Town Celebration Committee, Inc. I believe I have a good understanding of our community, understand the goals and objectives of the annual

Patriot Award, and wish to continue serving my home town in this role.

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:

Enfield Town Council - 1993 to 2017
Zoning Board of Appeals - 1990 to 1993
Patriot Award Committee - 2017 to current
John F. Kennedy Middle School Building Committee - 2018 to present
Plan of Conservation & Development - 2021 to present

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

Attended all scheduled meetings (2-3 per year plus the ceremony) during my tenure on the Patriot Award Committee.

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

March 14, 2022

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolution to Increase the Board of Education Appropriation for Fiscal Year 2022

Councilors:

Highlights:

- The State minimum budget requirement requires towns to increase the appropriation to the board of education by any increase in the Education Cost Sharing grant.
- The Town of Enfield adopted its FY22 budget on April 19, 2021.
- In June 2021, the State adopted a biennial budget for fiscal years 2022 and 2023.
- The State's biennial budget increased the Education Cost Sharing grant by \$637,731.
- The budget adopted by the Town included an appropriation to the Board of Education that was equal to the FY2021 Revised Budget.

Budget Impact:

This resolution will not impact the budget.

Recommendation:

I recommend that the Town Council approve the attached resolution.

Respectfully Submitted,

John A. Wilcox
Director of Finance

Attachments:

1. Resolution

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

**Resolution Increasing the Fiscal Year 2022 Appropriation to the
Town of Enfield Board of Education**

WHEREAS, on April 19, 2021 the Town of Enfield budget adopted a Total School Appropriation of \$72,109,522; and

WHEREAS, the adopted budget as amended included estimates of educational funding from the State of Connecticut for:

- Education Cost Sharing of \$29,185,914 (account 10040000-413300); and

WHEREAS, the adopted budget of the State of Connecticut increased funding for Education Cost Sharing by \$637,731; and

WHEREAS, the Town of Enfield will receive a net increase of \$637,731 in educational funding from the State of Connecticut; and

WHEREAS, the Town of Enfield desires to increase the appropriation to the Town of Enfield Board of Education by the amount of \$637,731, which is the net increase in educational funding from the State of Connecticut.

NOW THEREFORE BE IT RESOLVED, that the Town Council of the Town of Enfield hereby approves the \$637,731 increase in the Total School Appropriation to \$72,747,253.

BE IT FURTHER RESOLVED, the Town of Enfield adopted budget for Educational Cost Sharing (account 10040000-413300) will be increased by \$637,731.



TOWN OF ENFIELD

March 21, 2022

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolution Adopting the Revised Social Worker Job Description

Councilors:

Highlights:

- The Department of Social Services Social Worker job description was last formally revised in June 2015.
- The revised job description is representative of the new Department structure and areas of focus as identified in the 2021 strategic plan.
- The revised job description makes no significant changes to duties, but rather clarifies the role to reflect the newly adopted approach to service delivery across the Department.
- There is no impact to hours, compensation, or Union representation.

Budget Impact:

There is no budget impact.

Recommendation:

It is recommended that the Town Council adopts the attached resolution and revised job description.

Respectfully Submitted,

Steve Bielenda
Human Resources Director

Attachments:

1. Resolution
2. Job Description

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

Resolution Adopting the Revised Social Worker Job Description

Resolved, that in accordance with Chapter VII Section II of the Town Charter the Enfield Town Council does hereby adopt the revised job description for Social Worker.

Date Submitted: March 11, 2022
Submitted by: Steve Bielenda, Human Resources Director

**TOWN OF ENFIELD
JOB DESCRIPTION
DEPARTMENT OF SOCIAL SERVICES**

**35 Hours per week
(Must be available to work flexible hours including early evenings)**

TITLE: Social Worker

GENERAL STATEMENT OF DUTIES: The social worker utilizes a trauma-informed intergenerational approach to client-centered assistance, case management and crisis intervention services designed to promote positive outcomes and enhanced quality of life conditions for residents. Performs confidential work at the advanced level involving comprehensive **biopsychosocial assessments**, goal setting, and case management with a focus on triage, assessment and connection to appropriate programs and services in town and in community.

SUPERVISION RECEIVED: Works under the general direction of the **Clinical Care Coordinator as a member of the Care Coordination Team.**

SUPERVISION EXERCISED: May be required to supervise staff in the absence of the **supervisor**. May directly oversee interns.

ESSENTIAL JOB FUNCTIONS: ~~Provides comprehensive intake evaluations with clinical formulations and recommendations based on sound clinical principles and judgment. Provides child/adolescent, adult and family treatment based on sound clinical theories and principals. Coordinates services with school personnel, police, pediatricians, other mental health agencies and all pertinent family members; monitors child/adolescent for positive change at home, community, and school. Provides comprehensive risk/crisis evaluations and takes appropriate actions to keep client and others safe. Maintains flexibility in providing services in settings other than the office; i.e., home, school, health clinics, and other community settings; prepares for sessions, provides accurate documentation, and coordinates referrals to other services. May present educational talks to the community, schools, or police on various topics. Demonstrates working knowledge of community resources and works to help clients access them. Maintains, or works toward, professional licensure, and completes the required amount of clinical education hours.~~

Conducts comprehensive screenings and assessments in support of child, youth and family mental health and wellness; assists with client-led goal setting; provides resources and referrals, and short-term non-clinical counseling, and case management as indicated. Provides crisis/risk evaluations both in office and in community and takes appropriate actions to keep client and others safe. Provides social services support to other Town departments such as police and emergency medical services and works collaboratively with the schools and community providers in various sectors. Collects data and information on needs and progress toward goal achievement. Provides input on trending barriers to high quality of life conditions for children, youth and families and information on evidence-based strategies to improve those conditions. Assists with grant writing and reporting. Serves on community collaboratives as assigned.

OTHER JOB FUNCTIONS: May provide consultation and leadership to various community groups and social services, or their agencies; may provide supervision of interns; may assist in the implementation of grants; perform other duties as required.

PHYSICAL/MENTAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this job. While performing the duties of this job, the employee is frequently required to sit, talk and hear. The employee is occasionally required to climb, balance, stoop, kneel, crouch, reach with hands and arms, stand, walk, use hands to finger, handle, feel or operate objects, tools, or controls. 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 lift and/or move up to 20 pounds. Specific vision abilities required by this job include: close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus. Must possess and consistently utilize proficient interpersonal skills. Must have ability to interpret, implement, evaluate, organize, consult, and focus. Must employ sound decision making skills. Must have the ability to deal with stressful situations, trauma, grief, and death.

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 of the job. Work is routinely performed in an office, school, or community. The employee is occasionally exposed to communicable diseases. While performing the duties of this job, the employee occasionally works in outside weather conditions. The employee is occasionally exposed to wet and/or humid conditions. Must be able to perform tasks requiring independent knowledge. Must be able to concentrate on fine detail with constant interruptions, attend to task for 45-60 minutes at a time and remember multiple assignments given over long period of time. The noise level in the work environment is usually quiet in the office and moderate in the field.

MINIMUM QUALIFICATIONS:

~~Master's degree from a recognized college or university in social work, marriage and family counseling or related field required, and two years of clinical experience. Professional licensure preferred. Must possess a valid driver's license.~~

~~Must have a broad knowledge of mental health treatment techniques. Clinical experience in child, adolescent, and family treatment, or adult treatment, depending on Division Assignment; ability to work independently and collaboratively with others, including a diverse community population; ability to maintain client confidentiality; considerable ability in oral and written communications; considerable ability to establish and maintain effective working relationship with co-workers, other service providers, and the general public. Must have computer skills.~~

Master's degree in Social Work (MSW), Marriage & Family (MFT), or Licensed Professional Counselor (LPC), Criminal Justice, Substance Abuse, or related fields with 3-5 years' experience working with children, youth and/or families. Professional Licensure in the degreed field is preferred.

The Master's may be substituted by a Bachelor's in the aforementioned fields, with 8 years' experience post-degree working directly with children, youth and/or families.

Applicants with lived experiences of the population served is preferred. Must possess a valid driver's license.

ADDITIONAL QUALIFICATIONS: Must have a working knowledge of Trauma-Informed work, Adverse Childhood Experiences (ACES), and Motivational Interviewing (MI) with an expertise in Case Management Standards. A working knowledge of treatment and prevention of **substance misuse, suicide prevention, chronic absenteeism, parenting support, crisis response and juvenile diversion a plus.**

Familiarity with Collective Impact is helpful. Proven ability to work independently as well as collaboratively across varying races, ethnicities, and cultures. Considerable ability in oral and written communications. Considerable ability to establish and maintain effective working relationship with co-workers, other service providers, and the general public. Must have strong computer skills with proficiency in Microsoft Office, with exposure to data collection systems such as Apricot 360 preferred.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.
Adopted: PENDING



TOWN OF ENFIELD

March 16, 2022

Honorable Members
Enfield Town Council
Enfield, Connecticut

Subject: Resolution to Adopt the Wage Adjustment for the Assistant Town Manager Position.

Councilors:

Highlights:

- Whenever positions become vacant, the Town strives to adopt best practices to create efficiencies in the current work environment often by reviewing what other like-sized and similarly organized municipalities are doing.
- Accordingly, the Town proposes combining the HR Director and Assistant Town Manager position into one position which produces \$85,000 in annual cost savings from the Human Resources Department Budget.
- The Town will save from the salary reduction of one position, in addition to forgoing health insurance, pension and other fringe benefit savings.
- In addition, this move ensures a seamless transition of a tenured employee with a very short learning curve into a critical position - especially beneficial in this tight labor market of qualified candidates.
- This internal promotion will be subject to a 3-month probationary process, consistent with the Town's personnel rules and in response to Councilor concerns.
- The annual salary for this new position will be \$153,454.

Budget Impact:

No budget impact.

Recommendation:

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

Respectfully Submitted,

Ellen Zoppo-Sassu
Town Manager

Attachments:

1. Resolution.

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

Resolution to Adopt the Wage Adjustment for the Assistant Town Manager Position

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 position:

	SALARY
POSITION	PROPOSED
Assistant Town Manager (effective March 31, 2022)	\$153,454

Date Submitted: March 16, 2022
Submitted by: Ellen Zoppo-Sassu



TOWN OF ENFIELD

March 16, 2022

Honorable Members
Enfield Town Council
Enfield, Connecticut

Subject: **Resolution Regarding Discontinuance of a Portion of Old Neelans Road**

Councilors:

Highlights:

- Old Neelans Road is a “paper street” located between Town Farm Road and Neelans Road.
- A significant portion of Old Neelans Road (approximately 700 feet) divides two properties owned by Joseph and Jacquelyn Bosco.
- The two properties are the 4± acre “house lot” known as 74 Town Farm Road and a 39± acre undeveloped area.
- The balance of Old Neelans Road divides a large tract of Town-owned open space.
- The map attached to the Resolution shows the Bosco properties, the Town property, Old Neelans Road, and Neelans Road.
- Mr. and Mrs. Bosco have requested that the Town discontinue the portion of the road (outlined in green on the map) that divides their two lots.
- Title to the discontinued area will transfer to Mr. and Mrs. Bosco as the abutting landowners.

Budget Impact:

The proposed action will have no impact on the budget.

Recommendation:

It is recommended that the Town Council approve the attached resolution if it wishes to discontinue the above-referenced portion of Old Neelans Road.

Respectfully Submitted,
Office of the Town Attorney

Attachment:

Resolution
Map

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

**RESOLUTION REGARDING THE DISCONTINUANCE
OF A PORTION OF OLD NEELANS ROAD**

WHEREAS, the Town of Enfield has received a request from the owners of 74 Town Farm Road, Joseph C. and Jacquelyn C. Bosco, to discontinue, pursuant to Connecticut General Statute §13a-49, a portion of Old Neelans Road; and

WHEREAS, Mr. and Mrs. Bosco own the property on both sides of the portion of Old Neelans Road to be discontinued; and

WHEREAS, the area of Old Neelans Road to be discontinued is shown on the attached map; and

WHEREAS, the Council referred this proposed discontinuance to the Planning and Zoning Commission for a report in conformance with the requirements of Connecticut General Statute §8-24; and

WHEREAS, the Planning and Zoning Commission, at its meeting on March 10, 2022, voted unanimously to send a positive referral to the Town Council.

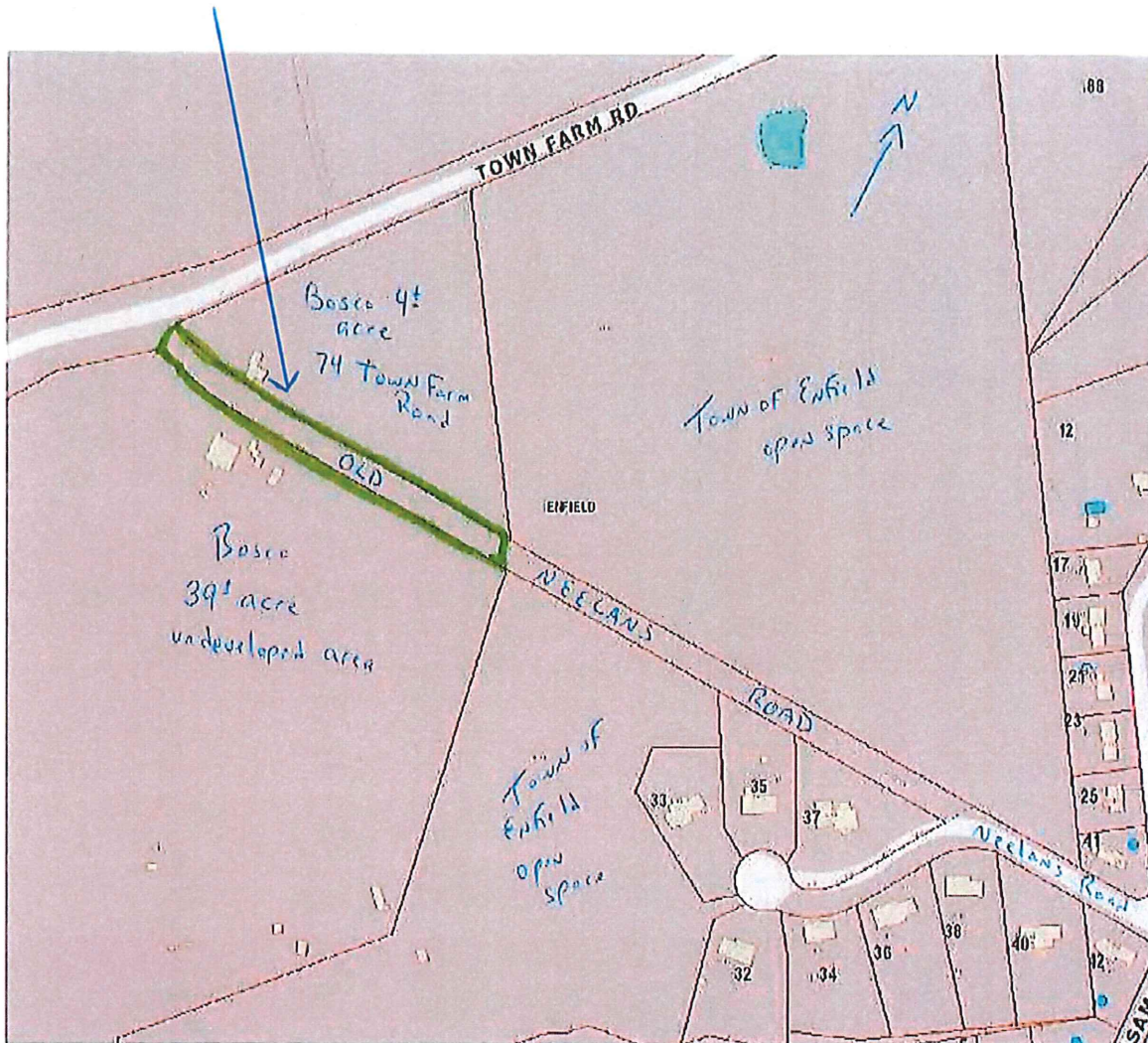
NOW, THEREFORE BE IT RESOLVED, that the Enfield Town Council hereby approves the discontinuance of the portion of Old Neelans Road, as shown on the attached map.

Prepared by: Town Attorney's Office
Date Prepared: March 16, 2022



TOWN OF ENFIELD

Portion to be discontinued



Portion of Old Neelans Road to be discontinued is outlined in green.



TOWN OF ENFIELD

TO: Ellen Zoppo-Sassu, Town Manager
FROM: Laurie Whitten, Director of Development Services
DATE: March 14, 2022
RE: 8-24 Referral for the discontinuance of a portion of Old Neelans Road

At its March 10, 2022 regular meeting the Enfield Planning and Zoning Commission voted to recommend the discontinuance of a portion of Old Neelans Road., as referenced in a proposed resolution dated 02/10/22.

The following is the motion from the 03/10/2022 regular meeting:

Motion: Commissioner Higley made a motion, seconded by Commissioner Alaimo, to give a positive referral for the discontinuance on Old Neelans Rd.

The motion passed with a unanimous vote.

Votes: 7-0-0



TOWN OF ENFIELD

March 8, 2022

Honorable Members
Enfield Town Council
Enfield, Connecticut

Subject: **Resolution to Repeal Town Council Resolution #4095 and to Withdraw from the Memorandum of Understanding by and between the Town of Enfield and the Fire Districts of Enfield Regarding Tax Assessment Agreements**

Councilors:

Highlights:

- The Town Council, on April 3, 2017, adopted Resolution #4095 regarding the policy and procedure for advising the five Fire Districts when the Town is considering a tax assessment agreement.
- The above-noted resolution authorized the Town Manager to execute a Memorandum of Understanding with the Fire Districts.
- On April 20, 2017 the Enfield Town Manager and the Chiefs of the five Fire Districts executed a Memorandum of Understanding by and between the Town of Enfield and the Fire Districts of Enfield Regarding Tax Assessment Agreements (MOU).
- The attached resolution is for the repeal of Town Council Resolution #4095 and withdrawal from the MOU.

Budget Impact:

The proposed action will have no impact on the budget.

Recommendation:

If the Town Council wants to proceed with this course of action, it should approve the attached resolution.

Respectfully Submitted,
Office of the Town Attorney

Attachment:

1. Resolution
2. Minutes with Resolution #4095
3. MOU

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

**Resolution to Repeal Town Council Resolution #4095 and to
Withdraw from the Memorandum of Understanding by and between the Town of
Enfield and the Fire Districts of Enfield Regarding Tax Assessment Agreements**

WHEREAS, on April 3, 2017 the Town Council adopted Resolution #4095 regarding the policy and procedure for communicating to the Fire Districts when a tax assessment agreement is under consideration; and

WHEREAS, the above-noted resolution further authorized the Town Manager to execute a Memorandum of Understanding with the Fire Districts; and

WHEREAS, on April 20, 2017 the Enfield Town Manager and the Chiefs of the five Fire Districts executed a Memorandum of Understanding by and between the Town of Enfield and the Fire Districts of Enfield Regarding Tax Assessment Agreements (MOU); and

WHEREAS, the Town Council wishes to repeal Town Council Resolution #4095 and further wishes to withdraw from the MOU.

NOW THEREFORE BE IT RESOLVED, that the Enfield Town Council hereby repeals Town Council Resolution #4095, effective immediately; and

BE IT FURTHER RESOLVED, that the Town of Enfield hereby withdraws from the MOU, effective immediately; and

BE IT FURTHER RESOLVED, the Town Manager, or her designee, is authorized to send to each of the Fire Districts a written notice of the Town's withdrawal from the MOU.

NOMINATION #4093 by Councilor Edgar to appoint Ignatius Maniscalco (D) to the Patriot Award Committee for a term which expires 7/31/2017.

MOTION #4094 by Councilor Ludwick, seconded by Councilor Arnone to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #4094** adopted 10-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Ignatius Maniscalco appointed to the Patriot Award Committee by a 10-0-0 vote.

RESOLUTION #4095 by Councilor Lee, seconded by Councilor Arnone.

WHEREAS, the Town of Enfield ("Town") may from time-to-time enter into tax assessment agreements ("Agreements") for economic development purposes: and

WHEREAS, these Agreements may have a financial impact on the Fire Districts ("Districts"); and

WHEREAS, the Town and the Districts wish to formally document the policy and procedure for communicating to the Districts when an Agreement is being considered by the Town;

NOW, THEREFORE BE IT RESOLVED BY THE ENFIELD TOWN COUNCIL, that Town Manager, Bryan R.H. Chodkowski is authorized to execute the attached Memorandum of Understanding in the name and on behalf of the Town of Enfield with Enfield Fire District No. 1, Thompsonville Fire District No. 2, Hazardville Fire District No. 3, Shaker Pines Fire District No. 5 and North Thompsonville Fire District No. 10 (Districts) and to affix the Corporate Seal, subject to review and approval by the Town Attorney.

Councilor Lee acknowledged the work that went into this, and he thanked Mr. Chodkowski and Attorney Bromson for taking this on.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #4095** adopted 10-0-0.

RESOLUTION #4096 by Councilor Cekala, seconded by Councilor Deni.

BE IT RESOLVED, pursuant to Section 2, "Term", of the Lease by and between the Town of Enfield and the Educational Resources for Children, Inc., the Enfield Town Council does hereby approve the renewal of the lease for one additional term.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #4096** adopted 10-0-0.

**MEMORANDUM OF UNDERSTANDING
BY AND BETWEEN THE TOWN OF ENFIELD
AND THE FIRE DISTRICTS OF ENFIELD
REGARDING TAX ASSESSMENT AGREEMENTS**

WHEREAS, this Memorandum of Agreement (MOU) is by and between the Town of Enfield (Town) and the Fire Districts of Enfield, to wit, Enfield Fire District No. 1, Thompsonville Fire District No. 2, Hazardville Fire District No. 3, Shaker Pines Fire District No. 5 and North Thompsonville Fire District No. 10 (Districts); and

WHEREAS, the Districts are municipal corporations existing pursuant to Connecticut General Statutes and are located within the geographic boundaries of the Town of Enfield; and

WHEREAS, the Districts are independent taxing authorities, separate from and independent of the Town; and

WHEREAS, the Town employs an Assessor who determines the values of all real, personal, and/or motor vehicles to be taxed within the Enfield Town limits; and

WHEREAS, the Town is approached from time-to-time by various entities seeking to enter into a Tax Assessment Agreement for economic development purposes; and

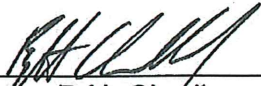
WHEREAS, the utilization of a Tax Assessment Agreement (Agreement) may impact the total taxable value of real, personal, and/or motor vehicle assets in any one of the Districts;

NOW, THEREFORE BY MUTUAL UNDERSTANDING, the Town and the Districts agree that, unless otherwise amended by the mutual written agreement of the parties or legislative action of the Enfield Town Council, the following procedure shall be utilized when the Town is considering an Agreement:

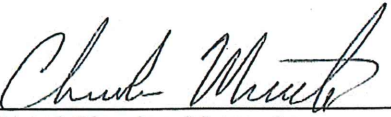
1. Following Town staff's negotiation of a tentative Agreement; staff will present to Council Leadership the terms and conditions of such an Agreement.
2. Once Council Leadership has endorsed the tentative Agreement, but prior to the Agreement proceeding to a formal vote by the Town Council; the Town Manager shall make best efforts to notify the Fire Chief (Chief) of the applicable District of said Agreement.
3. The notification from the Town Manager to the Chief shall be made via email, facsimile, or U.S. Mail and include the following:
 - a. A summary of the general project;
 - b. A draft copy of the tentative Agreement;
 - c. A financial summary of the tentative Agreements; and
 - d. Date, time, and location of the public hearing associated with the tentative Agreement.

4. During the aforementioned public hearing, the District will be provided the opportunity to offer an opinion in support of or in opposition to the tentative Agreement prior to the Town Council's formal vote to accept or reject the tentative Agreement.
5. Notwithstanding paragraphs 2 and 3, above, the failure to provide such notice to the Chief shall not prevent the Town Council from acting on such Agreement.
6. If approved, the District will be provided a copy of the fully executed Agreement.

BE IT FURTHER UNDERSTOOD, that the following individuals have been empowered to sign this Memorandum of Understanding by action of the Enfield Town Council or their respective Fire Commission;


Bryan R.H. Chodkowski, 4/20/17
Enfield Town Manager Date


Chief Jack Flanagan, 4-20-17
Hazardville Fire Department Date


Chief Charles Macsata, 4/20/2017
Shaker Pines Fire Department Date


Chief Earl Provencher, 4/20/2017
North Thompsonville Fire Department Date


Chief William Provencher, 4/20/17
Thompsonville Fire Department Date


Chief Edward Richards, 4-20-17
Enfield Fire Department Date