



***AMENDED**
AGENDA
ENFIELD TOWN COUNCIL
REGULAR MEETING
May 16, 2022
7:00 PM – Council Chambers
<https://youtu.be/PL6MPhtpyM>

1. PRAYER – Matthew Despard
2. PLEDGE OF ALLEGIANCE- Boy Scout Troop 108
3. ROLL CALL
4. FIRE EVACUATION ANNOUNCEMENT
5. MINUTES OF PRECEDING MEETINGS
 - Special Meeting – May 2, 2022
 - Regular Meeting – May 2, 2022
 - Special Meeting – May 4, 2022
6. SPECIAL GUESTS.
7. PUBLIC COMMUNICATIONS AND PETITIONS
8. COUNCILOR COMMUNICATIONS AND PETITIONS
9. TOWN MANAGER REPORT AND COMMUNICATIONS
 - Project and Activity Report
10. REPORT OF SPECIAL COMMITTEES OF THE COUNCIL
11. UNFINISHED BUSINESS
 - A. ***Discussion and Recommendation on 92 Main Street Property Line Issues**
12. NEW BUSINESS
 - A. **Discussion:** Petition 1508-Application from Catholic Cemetery Association for Solar Field at 110 North Street, Golf Range
 - B. **Consent Agenda –**
 1. **Discussion/Resolution:** Request for Transfer of Funds for Code Enforcement Advertising and Postage \$2,940.
 2. **Discussion/Resolution:** Request for Transfer of Funds for Town Clerk for Electronic Filing of Land Records \$1,000.
 3. **Discussion/Resolution:** Request for Transfer of Funds for Town Clerk for Yearly Audit \$500.
 4. **Discussion/Resolution:** Resolution to Repeal Resolution 3644 Joint Health Insurance Committee.
 5. **Discussion/Resolution:** Resolution Authorizing the Town Manager to Sign a Real Estate Purchase Contract for the Sale of 98 Prospect Street to Kelly Fradet.

6. Discussion/Resolution: Resolution Setting a Public Hearing for the 2022 Neighborhood Assistance Act.

C. Appointment(s)–Town Council Appointed.

1. Patriot Award Committee – Veterans Council - The Term of Office of Frank Pasini, Expires 07/31/2021. Replacement Will be James Maloney Until 07/31/2023.

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

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

F. Budget Adoption

- a. Introduction of Main Motion
 - Amendments to Proposed Town Budget
- b. Adopt Resolution re: Capital Improvement Plan
- c. Adopt Resolution re: Education Block Grant
- d. Adopt Resolution re: Setting Tax Rate

G. Discussion/Resolution: Request for a Bid Waiver for the Processing of Municipal Recycling.

H. Discussion Resolution: Request for Transfer of Funds for Disposal of Municipal Solid Waste \$130,000.

I. Discussion/Resolution: Request for Transfer of Funds for Public Works Overtime \$45,000.

J. Discussion/Resolution: Request for Transfer of Funds for Vehicles Parts \$17,750.

K. Discussion/Resolution: Request for Transfer of Funds for the Purchase of a Camera Truck for Water Pollution Control \$228,075.

L. Discussion/Resolution: Request for a Bid Waiver for the Purchase of a Vehicle for Public Works.

M. Discussion/Resolution: Resolution to Adopt a Revised Solid Waste and Recycling Policy.

N. Discussion/Resolution: Resolution Amending the Enfield Town Council and Enfield Board of Education Use of School and Town Facilities Policy.

12. ANY OTHER BUSINESS PROPER TO COME BEFORE SAID MEETING

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

14. COUNCILOR COMMUNICATIONS.

15. ADJOURNMENT.

*****CONSIDERED FOR REAPPOINTMENT**

**ENFIELD TOWN COUNCIL
MINUTES OF A SPECIAL MEETING
MONDAY, May 2, 2022**

A Special Meeting of the Enfield Town Council was called to order by Chairman Cressotti on Monday, May 2, 2022. The meeting was called to order at 6:30 p.m.

ROLL-CALL – Present were Councilors Cekala, Cressotti, Finger, Hopkins, Mangini, Pyznar, Santanella and Unghire. Councilors Despard and Ludwick were absent. Also present were Town Manager, Ellen Zoppo-Sassu; Assistant Town Manager, Steven Bielenda; Town Attorney, James Tallberg; Assistant Town Attorney, Mark Cerrato; and Town Clerk, Sheila Bailey.

MOTION #6223 by Councilor Mangini seconded by Councilor Hopkins to go into Executive Session to discuss real estate negotiations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #6223** adopted 8-0-0.

EXECUTIVE SESSION

The Executive Session of the Enfield Town Council was called to order by Chairman Cressotti at 6:31 p.m.

ROLL-CALL – Present were Councilors Cekala, Cressotti, Finger, Hopkins, Mangini, Pyznar, Santanella and Unghire. Councilors Despard and Ludwick were absent. Also present were Town Manager, Ellen Zoppo-Sassu; Assistant Town Manager, Steven Bielenda; Town Attorney, James Tallberg; Assistant Town Attorney, Mark Cerrato; and Town Clerk, Sheila Bailey.

Chairman Cressotti reconvened the Special Meeting at 6:58 p.m. and stated during Executive Session the Council discussed Real Estate Negotiations with no action or votes being taken.

ADJOURNMENT

MOTION #6224 by Councilor Pyznar, seconded by Councilor Mangini to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #6224** adopted 8-0-0, and the meeting stood adjourned at 6:59 p.m.

Respectfully submitted,

Sheila M. Bailey
Town Clerk
Clerk of the Council

**ENFIELD TOWN COUNCIL
MINUTES OF A REGULAR MEETING
MONDAY, May 2, 2022**

A Regular Meeting of the Enfield Town Council was called to order by Chairman Cressotti on Monday, May 2, 2022. The meeting was called to order at 7:05pm.

PRAYER- The prayer was given by Chairman Cressotti.

PLEDGE OF ALLEGIANCE- The Pledge of Allegiance was recited.

ROLL-CALL- Present were Councilors Cekala, Cressotti, Finger, Hopkins, Mangini, Pyznar, Santanella and Unghire. Councilors Despard and Ludwick attended remotely. Also present were Town Manager, Ellen Zoppo-Sassu; Assistant Town Manager, Steven Bielenda; Town Attorney, James Tallberg; Director of Social Services, Cindy Guerreri; Town Clerk, Sheila Bailey

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

MINUTES OF PRECEDING MEETINGS

MOTION #6225 by Councilor Mangini seconded by Councilor Hopkins to accept the minutes of the April 18, 2022, Special Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the chair declared **MOTION #6225** adopted 9-0-1.

MOTION #6226 by Councilor Mangini seconded by Councilor Pyznar to accept the minutes of the April 18, 2022, Regular Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the chair declared **MOTION #6226** adopted 10-0-0.

MOTION #6227 by Councilor Mangini seconded by Councilor Hopkins to accept the minutes of the April 20, 2022, Special Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the chair declared **MOTION #6227** adopted 10-0-0.

SPECIAL GUESTS – Youth Council, Gambling Prevention PSA

Andrea Mashiak of Enfield Social Services along with along with four students from Enfield Youth Council, Jamie, J.C., Angelina and Dylan came forward to speak and present a PSA to the Council.

The Enfield Youth Council is connected to the Enfield Together Coalition. It is a youth-led group that works on refining leadership skills while preventing drug and alcohol use in Enfield. They promote their messaging through social media and through the Enfield Youth Service Show on 107.7 WACC at Asnuntuck Community College and various projects across the community. They presented their Public Service Announcement they created for the CT Youth Gambling Prevention Awareness Media Project Showcase. This is geared to educate youth on the importance of prevention and warning signs of problem gambling. For the PSA they did an audio only recording about gambling components in video gaming. At the showcase on March 23, they won Best Message to the Community. The Enfield Youth Council is recruiting new members for the next school year. They ended by playing the recording of their PSA.

Chairman Cressotti congratulated them on their great work.

Councilor Unghire said that peers can be the greatest influence on other peers, and she told them that they did a great job.

PUBLIC COMMUNICATIONS

Peter Jonaitis, 3 Farmstead Circle

Mr. Jonaitis said it was brought to his attention that there may be voting on flying a flag in June. He stated that there was a Supreme Court decision today with the City of Boston and the 284 flags flying at the Town Hall/Government Building. Everyone that wanted to fly a flag had the right to fly a flag. This whole time only one group has been denied the right to fly a flag, a Christian group that wanted a cross on the flag. It is not the government's job according to the constitution to determine what flags fly. If they do, they are denying first amendment rights. He urged people before they vote to think about the can of worms they may be opening. If you allow one group to do it, you must allow everyone.

Matt Schmitt, 1304 Bigelow Commons

Mr. Schmitt stated that last week the Planning & Zoning Commission reduced, by a factor of ten, the buffer zone around parks and churches in the Thompsonville area of town regarding cannabis establishments. It is based on a misinformed understanding of CT Senate Bill 1201 and the disproportionately impacted areas. He said P&Z received this misinformation from Councilor Santanella during the March 10 P&Z meeting in which he acted as a representative of this Council. He misinterpreted how the prioritized lottery works when it comes to licensure. The impacted areas referenced are actually used by the state to give residents of those areas' priority in a lottery when it comes to obtaining a license to establish a cannabis enterprise, not to the area itself. Trust is essential to the proper operation of government. Thompsonville is being treated lesser than the rest of town and not being given equal protection. He asked the Council to work to repair this mistake.

Kelly Hemmeler, 10 Hartford Avenue

Ms. Hemmeler wanted to bring to the Council's attention that she believes that the P&Z public hearing XZA number 3040 on April 28, 2022 was never properly closed or properly voted on. She stated that she has already emailed the sequence of events. The public should have the opportunity

to comment one more time after the commissioner's comments and we were denied that. The public hearing was not closed so the vote should be void. The whole meeting should be redone.

Ray Peabody, 370 Washington Road

Mr. Peabody thanked the council for the time they put in to lead our town. He came to talk about taxes. He stated that our current tax mill rate is 34.23 and that we just had a re-evaluation in what some people consider a false market. He said interest rates are going up and typically when that happens traditionally prices go down. He mentioned the fact that the older/senior residents in town are not going to be able to afford the proposed mill rate. Many people in town will not be able to handle the increase while on a fixed income. He went through the budget and there were some questions on some of the things in it. He offered guidance to the council by saying when he was in politics his first two priorities were public safety and public education. Coming in third was everything else including quality of life budget expenditures. Those things can be paused. They are important but not as important as keeping the lights on.

Mr. Peabody stated that at the last meeting there was talk about the Enfield Schools going into an Alliance District. Looking at the last few years' graduation rates, two out of three exceeded state expectations. Our SAT scores are just a few points off average. He said the biggest impact on our test scores is the free and reduced lunch program. We have 48.6% on that program in 2019 and 2020, which means half our students are at poverty level. This is a concern and what causes the scores to drop. He suggested contacting the State Board of Education and start breaking the scores down by four different cohorts, mainstream students, ESL students, free and reduced lunch program, and special education. Right now, everyone is lumped into one.

Joe Golis, 31 Stardust Drive

Mr. Golis thanked Kelly Hemmeler for being on the Board for Enfield Loaves and Fishes. He too has volunteered for 11 years. He is disappointed that people come up and say that religion and politics don't mix. It is a lot of faith groups that volunteer. He wished Ms. Andrews a successful operation.

Mr. Golis complimented the Enfield Youth Group on their gambling presentation. He does not think legalized sports betting belongs in our state. He suggested the Enfield Youth Group look at drugs again. Marijuana is not recreational; it does not belong in anyone's environment.

Mr. Golis complimented Councilor Ludwick, Councilor Finger and a third councilor who's name he could not remember for saying we should evaluate the purchasing consultant.

Peter Jonaitis, 3 Farmstead Circle

Mr. Jonaitis stated that the Ukrainian flag was also brought up at the last meeting. He advised on being careful with that one as well. There are Russians here, so what if they want to fly the Russian flag? He advised us to avoid national politics and international affairs. We don't need any more problems here to divide us. If a private citizen wants to fly a flag on their own property, let them. It is not the job of the council to decide what flags we fly.

Ray Peabody, 370 Washington Rd.

Mr. Peabody asked if the council could work with the Town Manager to get the mill rate lower. He reiterated that seniors just can't afford it. He thanked the council for their good work.

Joe Golis, 31 Stardust Dr

Mr. Golis came back up the acknowledge Murray and Priscilla Bryson who ran the soup kitchen for 34 years. He mentioned that the Archdiocese of Hartford donated \$10,000 and they have for years.

Mr. Golis urged the council to investigate the purchasing consultant first because the red flag for him is that she is somehow associated with West Haven. The financial people were involved in alleged corruption. He thinks that there are a lot of smart people in this area, and we do not need a consultant.

Chairman Cressotti declared Public Communications closed.

COUNCILOR COMMUNICATIONS

Councilor Mangini wanted to applaud Cindy Guerreri from Social Services. She spoke with a couple of fifth graders, and they were very pleased with the dance. She thanked the Town Manager for being a chaperone. She suggested going forward that we can enlist volunteers, Council people, BOE people, people who serve on committees, to volunteer some time to help chaperone.

Councilor Mangini congratulated Loaves and Fishes. Maya and her staff are doing a great job. She also thanked Priscilla and Murray Brayson for all the years they put into building it. Anyone could be in need of a meal at any time. We are very fortunate in our town to have this organization.

Councilor Mangini mentioned that on May 22, which is a Sunday from 1-3pm, there is going to be a day of reflection on the Town Green. The purpose is to show solidarity with the people of Ukraine. Everyone is invited to attend.

Councilor Unghire invited everyone to come Wednesday, May 5th for the National Day of Prayer at the gazebo on the green at noon for a community prayer.

Councilor Finger said he is all for proclaiming June pride month, but he is not aware of what happened with the Supreme Court ruling.

Town Attorney James Tallberg stated that he would address this when the resolution comes on the agenda.

Councilor Finger also brought up that he was not aware of what went on during the P&Z meeting, but he wanted to know if this is something council should be aware of. He wanted to make sure it was not council's responsibility to oversee that.

Councilor Pyznar shared that she had the pleasure of doing a ride-along with Officer Connor Wiley. She said it was a very eye-opening evening. She said how brave the men and women are who get out of their police cars and walk up to strange cars in traffic stops not knowing what they

are going to encounter. She thanked all the men and women across the country who wear the uniform and badge every day and who are brave enough to keep us safe. She went back to the station and had a tour and talked to a detective. She thanked Enfield Police Department for the opportunity to do this.

Councilor Pyznar also gave a shout out to Loaves and Fishes for a phenomenal job at the open house. She said it doesn't look like a soup kitchen anymore. It is beautiful.

Councilor Ludwick wanted to know if the Town Attorney could weigh in on the closing of the P&Z public hearing. He also wanted to know if there is any movement on opening the Enfield Courthouse.

Chair Cressotti stated that he attended the CRCOG meeting, Capital Region Council of Government last week. Part of that meeting was updates and plans for the CT rail projects were discussed. A report was given by Adam Fox from the CT Department of Transportation. Plans for Enfield are moving forward.

Chairman Cressotti stated that this past week he attended a meeting along with Town Manager Ellen Zoppo-Sassu and Social Services Director Cindy Guerreri, who are part of the newly formed Mental Health Awareness Committee. They had their opening meeting last week at Asnuntuck Community College and are meeting again this week coming up. The group analyzed data from the 2021 Enfield survey on youth substance abuse and related behaviors. They are identifying priority substances and priority mental health issues and how COVID-19 impacted our youth.

Chairman Cressotti gave a shout out to Officer Austin and Officer Roach for their work for the grade 5 dance. It was great to see activity at the Youth Center.

Chairman Cressotti made an announcement from the Hartford Foundation. If anyone is interested in joining the Enfield Greater Together Community Fund Advisory Committee, applications are at the Enfield Public Library or at Social Services. The committee is looking for Enfield residents to facilitate grant processes for the Hartford Foundation.

Chairman Cressotti announced that the Opera House Players have their play "Next to Normal" the next three weekends, Friday and Saturday at 8:00pm and Sunday at 2:00pm.

Chairman Cressotti stated that on Wednesday the Town Council, along with the Town Manager, Assistant Town Manager and all the Department Directors, have been diligently working on this year's budget. They are doing their best to produce a balanced budget for everyone.

TOWN MANAGER REPORT AND COMMUNICATIONS

Town Manager, Ellen Zoppo-Sassu reiterated that budget deliberations begin Wednesday. She said that she and Assistant Town Manager Bielenda had a staff meeting following the council meeting. She stated that there are already ideas about deferment, efficiencies, and potential cost savings that we will be bringing forward. Each mill is worth 3.5 million dollars. If we reduce to a point where there is no impact, that number is ten million dollars. Government service has

changed. Federal and State support is much different than ten even twenty years ago. Being able to use ARPA funds is a stop gap measure designed to do long-term strategy projects. It is to benefit the taxpayers long-term. There is specific language that does not allow it to be used for tax reduction, pension obligations and deferred debt. They are working on an ARPA page so residents can track projects and see how dollars are being allocated.

Ms. Zoppo-Sassu stated that May is National Law Enforcement month. We have moved from militia to de-escalation working with our population. Enfield has done well supporting public safety initiatives. Our officers were at the 5th grade dance, and they led the community clean sweep. The drug take-back day yielded 133 pounds of unused medications. Getting unused pain relief medicines out of medicine cabinets is a benefit to the community. Last week we had the DMV in town with traffic concerns with trucks. They were recently on Shaker and Moody Road, and they had 11 failed inspections, 3 trucks placed out of service, 2 drivers placed out of service, one commercial vehicle towed. 9 infractions were issued for over \$1400 and 2 written warnings. The violations included, unregistered trailers, seatbelt violations, cell phone violations, failure to stop for traffic control signals, operation without commercial operator's license, defective wheels, overweight violations, and others. DMV enforcement along with and in conjunction with local police makes people pause and cut through traffic is eliminated.

Assistant Town Manager, Steven Bielenda addressed the fears people may be having over the purchasing consultant that has been hired. She comes to us with over 25 years of purchasing manager credentials. She graduated Magna Cum Laude with a 3.7 GPA. She retired from Meriden. She is in West Haven to help because of the quagmire West Haven found themselves in. She has been working with town attorneys from various municipalities throughout the state of CT to come up with the boilerplate ARPA language that is so specific to using ARPA funding to make sure we have the model RFP language as we go forward with bidding. She is going to prevent us from becoming the next West Haven.

TOWN ATTORNEY REPORT AND COMMUNICATIONS

Attorney Tallberg responded to Councilor Ludwick saying that it is his understanding that if there is a defect in the closing of the P&Z public hearing, it's a curable defect. It will be addressed, possibly with a re-notice of a public hearing. Steps have been taken to ensure something like that doesn't happen again. He stated that he personally does not have any information on the courthouse closing.

Ms. Zoppo-Sassu stated that at the moment there is nothing on paper stating that Enfield's Courthouse is going to close. The problem is still the pandemic and staffing issue and how they are going to bring additional staffing back to open an additional courthouse. She said that she will keep following up on it.

Mr. Tallberg explained the Supreme Court ruling in Boston. The Supreme Court issued a decision entitled Harold Shurtleff vs. Boston. When the pride flag came up, Enfield did the legal research to determine whether it would be permissible and whether it would expose the town to an unending display of flags. He does not think that that is the case. He thinks the rationale for having a resolution from this council is entirely consistent with the Supreme Court ruling. This issue

concerns the intersection of two First Amendment concepts, public forum and government speech. When the government creates a forum for free speech, the First Amendment prevents the government from discriminating between speech. If it is the will of this council to engage in government speech and promote a certain cause, it is well within your province to do that. He stated that as the Town Attorney, if the Council wishes to approve the resolution about the pride flag, it would entirely be consistent with this decision and not offend the First Amendment.

REPORT OF SPECIAL COMMITTEES

Councilor Hopkins reported on the DPW subcommittee. He, along with Councilor Finger, Ms. Zoppo-Sassu, Mr. Bielenda, Mr. Nunes and Mr. Boulette met to discuss some issues.

Issue One: They considered amending the Town Facilities Use Policy. It seemed like not a lot of folks were renting town rooms for a variety of things. The suggestion was to remove the usage fee if it is within business hours. The language change would be to remove the language that calls for rental amounts and give the Public Works Director the discretion to accept the applications. He could charge a fee if someone wanted to use a Town Hall room on a Saturday when a custodian would be needed. There is also a change to remove the rental option for the field house at Shaker fields. It would encourage people to use the facility because they are taxpayer buildings. The Public Works Director would still have the discretion to accept or deny applications. The last change would be cleaning up some of the language which lists all the fee exempt athletic organizations. He believes the change would require a resolution. He has one submitted by the Town Manager with him. He understands that folks may want to read it before voting on it. He suggested that we consider it under Any Other Business Proper to Come Before Said Meeting.

Issue Two: Relating to tipper barrels, there is a subset of properties in town that are mixed residential and commercial, and they don't have room to put dumpsters. Many of them are in Thompsonville. Our current solid waste policy doesn't allow them enough tipper barrels. The change we are suggesting is allowing them to buy tags to get enough tippers for the number of units they have. The language change we are looking for in the policy is to allow up to four annual tags for tippers for commercial at no charge and then property owners may purchase one additional tag per unit at a fee to be determined by the Director of Public Works. He has received a resolution on this from the Town Manager. There is a typo that needs to be fixed so he does not recommend bringing this forward to vote tonight.

Issue Three: They discussed a buy back for tipper barrels. He does not think this would require a resolution tonight. He would later move for a policy change directing the Town Manager to implement the policy change to barrels purchased in the last two years with an end date of July 2020 to be purchased back at a pro rata rate. His suggestion was to consider the first resolution tonight and consider the policy change. The second one needs the typo changed first before it is considered.

Councilor Finger suggested doing this next meeting because Councilors Ludwick and Despard are virtual right now and won't be able to read it before the agenda item.

Councilor Ludwick agreed with Councilor Finger in saying that we can't have resolutions on the night of a meeting and vote on it. It should be part of the public packet the Friday before.

Councilor Ludwick also asked who owns the bathrooms at Shaker fields.
Councilor Finger responded that the town owns everything.

Councilor Mangini said she will not vote on anything that is not in front of her and able to be read and be reviewed. She is also apprehensive about giving all this discretion to the Director of Public Works. She had concern for those who purchased tipper barrels prior to July 2020.

Ms. Zoppo-Sassu stated that we will do whatever the council wishes on this, but we did make an executive decision to include it in the packets because of the timely issue with the 40 to 50 properties affected by this. The best way to do this is the discretion of public works. No two properties are the same. We can do this on May 16, but it will only push out a solution for those 40 to 50 property owners. The policies were sent out Friday with her report.

Councilor Hopkins asked if these would need resolutions. Would the tipper buy-back need to have a resolution?

Mr. Tallberg was unsure.

Councilor Hopkins said that answers his question and thinks reasonably we should wait because he does not feel comfortable moving forward without guidance.

Chairman Cressotti said we should have discussion on this and take a motion to table this until next meeting May 16 we can vote on this.

Councilor Ludwick stated that there is no resolution on the agenda to table. He also stated that the cost of recycling has already gone up since we last discussed this so there are a lot of moving parts that need to be discussed in public.

Chairman Cressotti stated that we will move forward with this at the next meeting.

UNFINISHED BUSINESS – None.

CONSENT AGENDA – None.

TOWN COUNCIL APPOINTED

MOTION #6228 to approve the appointment of Marilyn Sorenson (U) to the Enfield Beautification Committee for a term that expires 12/31/24 by Councilor Mangini, seconded by Councilor Pyznar.

Upon a **SHOW-OF-HANDS** vote being taken, the chair declared **MOTION #6228** adopted 10-0-0.

MOTION #6229 to approve the appointment of Michael Arnone (U) to the Prison Town Liaison Committee for a term that expires 12/31/24 by Councilor Mangini, seconded by Councilor Cekala.

Upon a **SHOW-OF-HANDS** vote being taken, the chair declared **MOTION #6229** adopted 10-0-0.

TOWN MANAGER APPOINTED/COUNCIL APPROVED – None.

P&Z COMMISSION APPOINTED/COUNCIL APPROVED – None.

RESOLUTION #6230 by Councilor Cekala, seconded by Councilor Santanella.

WHEREAS, the Town Council of the Town of Enfield, Connecticut welcomes and encourages diversity and inclusion within our community; and

WHEREAS, celebrating Pride Month raises awareness and provides support and advocacy for the LGBT community, and is an opportunity to become educated, engage in dialogue, strengthen alliances, and build a better Enfield; and

WHEREAS, Pride Month is dedicated to uplifting of LGBT voices, a celebration of the human spirit, and of human rights, and is an opportunity for everyone to embrace and celebrate our differences as the things that make us special; and

WHEREAS, each color on the 6 color flag has its own meaning: red is symbolic of life, orange is symbolic of healing, yellow represents sunshine, green represents nature, blue represents harmony and purple represents spirit; and

WHEREAS, displaying the rainbow flag throughout the month of June further symbolizes the Town of Enfield's commitment and celebration of diversity and support for the Lesbian, Gay, Bisexual, Transgender community, and is a symbol of our unity and an affirmation of the belief that we are better together.

NOW THEREFORE BE IT RESOLVED, the Town Council hereby proclaims June as Pride Month to celebrate the great diversity of Enfield residents.

BE IT FURTHER RESOLVED, the Town Council urges all residents and businesses to celebrate and build a culture of inclusiveness and acceptance – during the month of June and every month.

BE IT FURTHER RESOLVED, that the Town of Enfield will begin the implementation of flying or displaying the rainbow flag at the Town Hall, starting on June 1 and ending on June 30 of this year hereafter, to inspire equity, create alliances, celebrate diversity.

Councilor Pyznar stated that as a resident she is not against flying the flag for the month of June. She said she is not voting tonight as a resident. She is voting as Councilor-at-Large and representing the entire community. As a community every resident has a say as to what flag or

banner flies at Town Hall. She did some research and found that in the past Enfield has denied two flags. In 2012 the National Donate to Life flag was denied and in 2016 the Mexican flag was denied. Currently, Enfield does not have a flag policy in place that clearly defines what groups or organizations may fly their flag. Enfield needs a policy that can be referenced to ensure all are treated fairly. Until that time, she feels that Enfield is in jeopardy of a lawsuit based on the First Amendment. She appreciated what Attorney Tallberg said. She said that Boston is now scrambling to put in a flag policy. As a councilor she took an oath to work for all residents and represent them fairly. For this reason only, she will vote no on this.

Councilor Unghire wanted to confirm the Supreme Court's ruling as ruling that you can fly the flag, but you can't deny others.

Mr. Tallberg stated that it is much more complicated than that.

Councilor Unghire asked herself when she thinks of the Town Hall, what purpose does it serve, what place does it hold in our community. Local government satisfies civic responsibilities such as education, public safety, fire, medical, parks, recreation, housing, and public works. She has no objection to people celebrating Pride Month. She supports all the flags people fly on their homes. Our country provides us the freedom to express our interest, however, we don't fly for example a Yankees or Red Sox flag from the Town Hall. Recently the BOE removed the word Christmas from the school calendar, citing that it didn't include some people's beliefs. Statistics show that 98% of Enfield residents celebrate Christmas in one way or another. She has had many residents speak to her objecting to flying the pride flag. They tell her that it is not government's role to endorse a particular lifestyle. On citydata.com the LGBTQ population in town is less than 1%. How does this receive a priority over other groups? Other groups are going to want their flags and banners flown. We can open ourselves up to discrimination claims and putting our community at financial risk. There are only 12 months in a year. For her there is only one flag that truly symbolizes human spirit, unity, inclusion and diversity and freedom, and that flag has 50 stars and 13 stripes. She is not supporting the resolution, but it is not a personal attack on the LGBTQ community.

Councilor Mangini stated that she has a different view on this. She said the first paragraph talks about diversity and inclusion. We are elected officials to support diversity and inclusion. People are not a %, people are people, for that reason she will support the proclamation. She said if other groups come forward, we will look at the requests on their own merit.

Councilor Finger stated that he is still unsure about what Attorney Tallberg said.

Mr. Tallberg asked, "Does this pass constitutional muster and are you within your right to approve this?" He is quite confident that you are.

Councilor Finger asked, "If approved where will these flags be hung?" He stated that he does not agree with any flag other than the American flag, state flag and POW MIA flags on the front lawn. He supports it but wants to know where it will be hung.

Councilor Cekala stated that this has been answered before and they will be hung or suspended from the Town Hall. Nothing will be going on the flagpole with the American Flag and that was made clear.

Councilor Ludwick wants to know if another group is denied, is that unconstitutional?

Mr. Tallberg said that this resolution was council generated. It did not come from an application. In Boston they had 284 flags flying in a row every time someone came forward. They approved all of them except one based on content. This is government speech with this resolution.

Councilor Ludwick asked for the record if this is a constitutional resolution.

Mr. Tallberg responded with yes, several times.

Upon a **ROLL-CALL** vote being taken, the chair declared **RESOLUTION #6230** adopted 8-2-0.

MOTION #6231 by Councilor Santanella, seconded by Councilor Unghire to wave the reading of the following resolution.

Upon a **SHOW-OF-HANDS** vote being taken, the chair declared **MOTION #6231** adopted 10-0-0.

RESOLUTION #6232 by Councilor Finger, seconded by Councilor Pyznar to approve Amendment No 04 to the contract between the Town of Enfield and Woodard & Curran, Inc.

Mr. Tallberg stated that they are currently on an extension to complete this project by December 31, 2022. That is already a 1-year extension. The last piece of the puzzle to complete the project is the installation of an earthen berm that has a sheet pile in it. Part of this is located on property owned by Amtrak. The town needed to enter into a license agreement with Amtrak for the use of the property. We have been in a year-long process with the installation of the berm because it is so close to the railroad right of way. Contractual issues have arisen requiring us to amend the agreement with Woodard and Curran who is doing the project. This resolution will allow the Town Manager to assign the amendment to the contract. It will allow the installation of berm and allow the water pollution facility upgrade. We can then benefit from the clean water loan and start paying back in 2023. He recommends approval of the resolution.

Councilor Ludwick asked what we are holding Woodard and Curran harmless for?

Mr. Tallberg stated that this was discussed in executive session. Woodard and Curran is taking on some additional liability and the town is agreeing to indemnify them should there be additional liability exposure arising from this.

Upon a **ROLL-CALL** vote being taken, the chair declared **RESOLUTION #6232** adopted 9-1-0. The full text of the resolution is appended to these minutes.

RESOLUTION #6233 by Councilor Mangini, seconded by Councilor Pyznar.

WHEREAS, The Office of Early Childhood has released the Request for Proposal for July 1, 2022 through June 30, 2023 for the School Readiness Grant and the Quality Enhancement grant which requires signatures by the Town Manager and Superintendent of Schools; and

WHEREAS, Enfield is eligible to receive funding in the amount of \$249,872 for School Readiness slots; \$3,881 for Quality Enhancement funding; and \$12,494 for administrative funds.

RESOLVED, that the Town Manager, Ellen Zoppo-Sassu, is authorized to sign and submit the grant application and enter into contract as awarded, subject to review and approval by the Town Attorney, in the name and on behalf of the Town of Enfield with the State Department and to affix the Corporate Seal.

Councilor Hopkins asked if Ms. Guerreri could provide any helpful information about this.

Director of Social Services, Cindy Guerreri stated that the School Readiness grant is a state funded initiative administered by the Office of Early Childhood. It provides affordable, high-quality care and education services for pre-school aged children as they prepare for kindergarten. At least 60% of the children enrolled must be at 75% of the state median income. School Readiness providers must meet specific quality components and be accredited nationally. Components include family engagement and integration of children with disabilities into the program. Other parts are collaboration with other community groups and services, family engagement partnership, health, pre-literacy teacher training, nutrition, family literacy, admission policies that promote diversity, transition to kindergarten programming, professional development, a sliding scale fee and an annual evaluation. KITE serves as Enfield's School Readiness Committee. They will be voting on this application at their meeting on Wednesday. The one applicant continues to be our Early Childhood Development Center at Stowe. The BOE approved the Superintendent to sign at their last meeting.

Upon a **ROLL-CALL** vote being taken, the chair declared **RESOLUTION #6233** adopted 10-0-0.

RESOLUTION #6234 by Councilor Mangini, seconded by Councilor Cekala.

WHEREAS, the Town of Enfield commenced a foreclosure proceeding against 11 Thompson Court for several years of unpaid real estate taxes; and

WHEREAS, the owners of the property have offered to settle the foreclosure proceeding by conveying the property to the Town by a Deed in Lieu of Foreclosure.

RESOLVED, that the Enfield Town Council does hereby approve the proposed settlement in *Town of Enfield v. William Anduaga, et al.*, Docket Number HHD-CV-19-6114494-S, and hereby agrees to accept a deed in lieu of foreclosure from William Anduaga and Julia Anduaga for 11 Thompson Court.

Upon a **ROLL-CALL** vote being taken, the chair declared **RESOLUTION #6234** adopted

10-0-0.

ANY OTHER BUSINESS PROPER TO COME BEFORE SAID MEETING – None.

PUBLIC COMMUNICATIONS

Bob Tkacz, 815 Woodgate Circle

Mr. Tkacz was very happy that the council approved the pride flag. This is a milestone.

Mr. Tkacz mentioned that the budget presentation was very informing.

Mr. Tkacz stated that there are needs in the community that need to be addressed in the school system. The schools are doing a great job but there is more that must be done.

The chair declared public communications over.

COUNCILOR COMMUNICATIONS – None.

ADJOURNMENT

MOTION #6235 by Councilor Finger, seconded by Councilor Unghire to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the chair declared **MOTION #6235** adopted and the meeting stood adjourned at 8:57pm.

Chairman Cressotti wished all the mothers a Happy Mother's Day.

Respectfully submitted,

Sheila M. Bailey
Town Clerk
Clerk of the Council

Tina Demers
Secretary to the Council



TOWN OF ENFIELD

April 20, 2022

Honorable Members
Enfield Town Council
Enfield, Connecticut

Subject: Resolution to Approve Amendment No. 04 to the Contract between the Town of Enfield and Woodard & Curran, Inc. with regard to Berm at the Water Pollution Control Facility

Councilors:

Highlights:

- The Town's Water Pollution Control Facility has been renovated and upgraded.
- Woodard & Curran, Inc. has been under contract to provide Construction Administration Services for the project.
- The project design includes the construction of a berm along Beemans Brook.
- A portion of the berm will be located on property owned by the National Railroad Passenger Corporation.
- National Railroad Passenger Corporation (Amtrak) has approved a license agreement authorizing the construction of the berm on its property.
- As part of its plan approval process, Amtrak requires Woodard & Curran to execute a Certificate related to the project and the berm, which certificate includes provisions for insurance coverage and indemnification and hold harmless requirements.
- The requirements of the Certificate exceed from the requirements of the Contract.
- As consideration for Woodard & Curran's signing the Certificate, the Town will agree to indemnify, defend, and hold Woodard & Curran harmless from claims that exceed Woodard & Curran's obligations under the Contract.

Budget Impact:

To be determined.

Recommendation:

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

Office of the Town Attorney

Attachments:

1. Resolution
2. Certificate

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

**Resolution to Approve Amendment No. 04 to the Contract between the Town of
Enfield and Woodard & Curran, Inc. with regard to Berm at the Water Pollution
Control Facility**

WHEREAS, the Town's Water Pollution Control Facility has been renovated and upgraded (project); and

WHEREAS, Woodard & Curran, Inc. has been under contract to provide Construction Administration Services (Contract) for the project; and

WHEREAS, the project design includes the construction of a berm along Beemans Brook; and

WHEREAS, a portion of the berm will be located on property owned by the National Railroad Passenger Corporation (Amtrak); and

WHEREAS, Amtrak has approved a license agreement authorizing the construction of the berm on its property; and

WHEREAS, as part of its plan approval process, Amtrak requires Woodard & Curran to execute a Certificate related to the project and the berm, which certificate includes provisions for insurance coverage and indemnification and hold harmless requirements; and

WHEREAS, the requirements of the Certificate exceed from the requirements of the Contract; and

WHEREAS, as consideration for Woodard & Curran's signing the Certificate, the Town will agree to indemnify, defend, and hold Woodard & Curran harmless from claims that exceed Woodard & Curran's obligations under the Contract.

NOW THEREFORE BE IT RESOLVED, that the Town Manager, Ellen Zoppo-Sassu, or her designee, is authorized to sign, on behalf of the Town of Enfield, the attached Amendment No. 04 to the Contract

Date Completed: April 20, 2022
Completed by: Office of the Town Attorney

**ENFIELD TOWN COUNCIL
MINUTES OF A SPECIAL MEETING
THURSDAY, MAY 4, 2022**

A Special Meeting of the Enfield Town Council was called to order by Chairman Cressotti on Wednesday, May 4, 2022. The meeting was called to order at 5:35 p.m.

ROLL-CALL – Present were Councilors Cekala, Cressotti, Despard, Finger, Hopkins, Ludwick, Mangini, Pyznar and Unghire. Councilor Santanella was absent. Also present were Town Manager, Ellen Zoppo-Sassu; Assistant Town Manager, Steven Bielenda; Town Clerk, Sheila Bailey; Chief of Police, Alaric Fox; Director of Public Works, Donald Nunes; Chief Technology Officer, Paul Russell; Chief of Emergency Services, Erin Riggott; and Director of Finance, John Wilcox.

BUDGET DELIBERATIONS

Budget Deliberations for the FY 2022-2023 budget continued.

ADJOURNMENT

There being no other business to come before the Council, Chairman Cressotti adjourned the meeting at 7:09 p.m.

Respectfully submitted,

Sheila M. Bailey
Town Clerk
Clerk of the Council



TOWN OF ENFIELD

TO: Enfield Town Council
FROM: Ellen Zoppo-Sassu, Town Manager
DATE: May 16, 2022
RE: Projects & Activities Report (PAR)
CC: Town Direct Reports

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

TOWN MANAGER:

The main focus of the last month has been analyzing the budget to balance the Revaluation increase in people's home values vs. lowering the mill rate to blunt the impact of those increased values on the Grand List. The Department Heads have offered a significant number of creative and innovative ideas to lessen the impact on taxpayers. The Board of Education have been pivotal in this discussion as well, as there are now additional moving pieces in terms of the Alliance District Grant funding.

The Troubled Properties Committee has been reorganized and expanded to include additional members (Town Manager, Social Services, Health District, all fire inspectors, Police and the Town Attorney) in order to create effective code enforcement strategies with a team approach. The demolition of 11 Thompson Court, which has languished as a distressed property for over 10 years, was the first target, with that demolition/deed in lieu of foreclosure happening on May 11th. The first team inspection including all employees with citation powers will occur later this week. The purpose of this is to cross-train and educate all personnel who are in the field on what other departments look for, while providing a united front. Property owners benefit from a team inspection by having all the corrective measures and abatements presented at once instead of at different times, in order to better understand the scope of work needed.

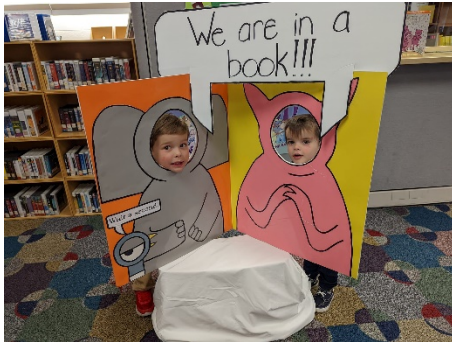
LIBRARY SERVICES:

Library

The Children's staff collaborated with Enfield Public Schools to celebrate Children's Book Week during the first week of May. Children's Librarian, Kim Eads, created an Elephant and Piggie photo opportunity for kids. Staff created a scavenger hunt featuring books that were being used in EPS elementary classes.



TOWN OF ENFIELD



Head of Children's Services, Kristin Raiche, won the Connecticut Library Association Intellectual Freedom award at this year's CLA Annual Conference for the work she did on a program addressing controversial titles in public libraries.

On May 3rd, the fourth graders at the Eagle Academy came to the library, wrapping up a very successful year of fourth grade visits. Between the public and parochial schools, 392 4th graders visited the library this year.

The spring story time session has finished, the total attendance for all sessions was 643.

EHS student, Samantha Barry, is currently displaying her artwork at the Pearl St. Library. In the fall she will be attending The Maine College of Art and Design where she plans to major in illustration.

Recreation

Summer 2022 temporary/seasonal job postings are available online at www.enfield-ct.gov/hr. Open positions include camp counselors, lifeguards, and swim team coaches.

Adult Open Gym sports programs have wrapped up for the 2021-2022 season. They were extremely popular this year with 1,348 total participants in basketball, 388 total participants in pickleball and 84 total participants in volleyball.

Spring 2022 programs are currently underway. Offerings include Preschool & Youth Martial Arts, Skyhawks Pre-school Multi-Sport Program, Field Hockey Clinic, Lacrosse Clinic, Chess Club, Dungeons and Dragons Club, Babysitter Safety Training, Women's Self Defense, Nutrition & Healthy Eating workshops, Yoga, and more.

A Family Fishing Trip will be held on Tuesday, May 17, 4:30 – 7:30 PM at Freshwater Pond. The event is in conjunction with the CT DEEP C.A.R.E program. This is a free program, with all equipment to fish provided. Pre-registration is required.

The Annual Youth Fishing Derby will be held on Saturday, May 21, 9 – 11 AM at Freshwater Pond. The derby is for Enfield youth ages 15 and under. This special event is in conjunction with *National Kids to Parks Day* and is co-sponsored by Dicks Sporting Goods.



TOWN OF ENFIELD

Registration for the Dolphins Swim Team Spring/Summer 2022 season is currently underway. Pre-registration is required, and spaces are limited. The season will begin on Tuesday, May 24th at the Annex Pool. Registrations for new and returning swimmers will be accepted until Friday, June 3rd at 4 PM.

Tons-O-Fun Day Camp registration is currently underway. Enrollment is over 95% full. Remaining spaces are extremely limited. The program runs in seven, one week sessions, June 27 – August 12.

Summer 2022 program registration is now underway. Summer program offerings include progressive swim lessons, open swim, picnic pack rentals, a children's entertainment series, fishing field trips, youth martial arts, multi-sport camps, cooking camp, youth cross country races, track and field club, chess club, babysitter safety course, modeling/fashion camp, field hockey camp, youth art camp, adult self-defense, adult yoga, adult tai chi and more!

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

Senior Center

The Enfield Senior Center hosted their May Craft Fair on Saturday, May 7, 2022, for the first time since 2019 due to COVID. Over 400 people entered the Center for the Craft Fair and the Lion's Club pancake breakfast. The Lion's Club reported they served 158 breakfasts. The Garden Club braved the cold weather and held their plant sale on the front lawn. They indicated they did well despite the weather. The Senior Center crafters raised over \$2,000 for the Senior Center. We would like to thank the crafters and staff for all their hard work putting this event together and all the shoppers who came out to support us! More information on all our programs, "The Center Connection" newsletter is available on-line or in print at the Senior Center.

Police

Amazing Canine Duos: WFSB (Channel 3) featured the Enfield Police Department canine handlers in a recurring piece that they air entitled "amazing canine duos."

North Central Health District – Mass Vaccination Drill: On April 14, 2022, and May 4, 2022, members of the Enfield Police Department attending preparation/planning sessions for the May 20, 2022, North Central Health District Mass Vaccination Drill.

Swearing-In / Officer Sherri Williams: On April 20, 2022, Officer Sherri Williams was sworn in as a member of the Enfield Police Department bringing the department's sworn staffing complement to 96 officers. Officer Williams has been assigned to attend the New Britain Police Academy.



TOWN OF ENFIELD

Canine Demonstration – Eli Whitney School: On April 20, 2022, department canine handlers provided a canine demonstration at the Eli Whitney School.

Earth Day Clean-Up: On April 22, 2022, members of the Enfield Police Department, participated in the 2022 Earth Day Spring Clean, partnering with community members, and working in the area of the Freshwater Pond Park.

Enfield Community Youth Center's 5th Grade Dance: On April 29, 2022, members of the Enfield Police Department chaperoned and DJ'd the Youth Center's 5th Grade Dance.

Drug Take Back Day: On Saturday, April 30, 2022, members of the Enfield Police Department conducted a drug take back day at the Enfield Town Hall. The single largest volume of unwanted drugs in department history was collected and these substances are now being routed for appropriate destruction.

Commercial Motor Vehicle Enforcement: In early May members of the Enfield Police Department, in partnership with the Department of Motor Vehicles Commercial Enforcement Division, conducted truck enforcement on Shaker Road near Moody Road resulting in 11 failed inspections, 3 trucks placed out of service, 2 drivers placed out of service, 1 commercial vehicle towed, 9 infractions totaling \$1,478 in fines issued, as well as two written warnings issued. We have requested the return of these DMV assets to Enfield on a recurring basis.

Narcotics Enforcement Activity: On the morning of May 5, 2022, members of the DEA and the Enfield Police Department executed numerous arrest and search and seizure warrants in Enfield and surrounding communities in relation to an ongoing narcotic trafficking investigation in the area. This matter remains pending.

Vape Sale Compliance Operation: On May 6, 2022, members of the Enfield Police Department conducted a "vape compliance" educational operation at assorted locations in town.

FBI New Haven Joint Terrorism Task Force Meeting: On May 5, 2022, Chief Alaric J. Fox represented the Enfield Police Department at the FBI New Haven Joint Terrorism Task Force meeting and brief out.

PLANNING

The Planning Department welcomed Matt Davis as our new Assistant town Planner. Matt comes with a wealth of knowledge and experience and is an asset to the department.

The POCD Steering Committee and consultant Don Poland held a live workshop to discuss the status and information within the draft POCD. Although community attendance was low, the feedback from those that attended was helpful and interesting. Please review the draft POCD on the Planning website at <https://www.enfield-ct.gov/DocumentCenter/View/21389/CT-Enfield->



TOWN OF ENFIELD

--Plan-of-Conservation-and-Development-2022---Draft---05-05-22---Draft-Plan-for-Review?bidId=

ZONING COMMISSION APPLICATIONS – Approved

PH# 3031 – 33 Palomba Dr – Special Use Permit Application to replace the pylon sign; Sign Techniques Inc, Tracy Janik, Applicant; Manchem LLC, Owner; Map 57/Lot 343; BR Zone. **APPROVED**

PH# 3032– 7 Anngina Dr – Application requesting a 2-lot resubdivision; Robie Realty, LLC Applicant/Owner; Map 82/Lot 56; I-1 Zone. **APPROVED**

PH# 3033 – 95 High St – Special Use Permit application to host a special event; Cutbertu Chavez, Applicant; Molina's Plaza LLC, Owner; Map 25/Lot 6; TD-5 Zone. **APPROVED**

PH# 3035- 37 Sandpiper Road- Special Use Permit Application for an accessory apartment; Michelle Canevari, Applicant/Owner; Map 89/ Lot 15; R-44 Zone. **APPROVED**

SPR# 1889- 95 Elm Street- Site Plan Modification for retail space with outdoor storage; Mark Swiderski, Applicant; Ocean State Job Lot of Enfield, LLC, Owner; Map 43/Lot 1; BR Zone. **APPROVED**

PH#3037–50 Weymouth Rd–Special Use Permit Application to establish a farm brewery to allow manufacturing and storage of retail sale of craft beer, Charles Mastroberti, Applicant/Owner; Map 16/Lot 111; R-44 Zone. **APPROVED**

XZA#3040-Text Amendment to allow recreational retail and production of marijuana establishments; Town of Enfield, Applicant. **Due to a procedural error, this will be acted on at the May 12, 2022 PZC meeting**

SPR# 1885 – Enfield Terrace - Site Plan Review to Modify previous approved plan to raise overall elevations of site and building modifications; Enfield Housing Authority, Owner/Applicant; Map 75/Lot 2; I-1 Zone. **APPROVED**

SPR# 1888 – 140-148 Hazard Ave - Site Plan Review to Modify previous approved plan to replace one story building with 2-story building and an addition; Johnson Memorial Hospital, Inc, Owner/Applicant; Map 65/Lot 69; BP Zone, Map 65/Lot 90; R-44 Zone. **APPROVED**



TOWN OF ENFIELD

ZBA# 2022-03-15 - 114 North Street- Application of section 6.10 for a 8' variance from the 40' front yard setback; Jeffrey Peterson, Applicant; Neal Peterson + Susan L +Jeffrey P + Brian M, Owners; Map100/Lot 4; I-1 Zone. **DENIED**

ZBA# 2022-03-25 - 29 Crescent Beach Drive- Application of section 4.80 for a 3' variance from the 35' front yard setback; George and Lynn McAlees, Applicants/Owners; R-33 Zone; Lake Overlay District. **APPROVED**

ZBA# 2022-04-08 - 98 Prospect Street – Variance application of outdoor storage requirements, and expansion of non-conforming use; Kelly Fradet Lumber, Applicant; Town of Enfield, Owner; Map21/Lot 20; I-1 Zone. **APPROVED**

OFFICE OF ECONOMIC & COMMUNITY DEVELOPMENT:

Route 5 & 514 Bike Path Improvements: This project is currently at the 50% design phase. On Tuesday, May 17, 2022, at 6:00 P.M., there will be an informational meeting at the Pearl Street Library, 159 Pearl Street. The purpose of this meeting is to discuss the upcoming bike and pedestrian improvements and project schedule. Owners and residents of the properties along these streets are encouraged to attend as there will be an opportunity for public participation, discussion and questions on this upcoming bike and pedestrian improvement project.

Thompsonville Transit Oriented Development Request for Developer Qualifications:

The Office of Community Development recently solicited an RFP/Q from experienced development teams for redeveloping the former Strand Theater Property and Lamagna Activity Center Properties. The Town has received a development proposal from a development team that is proposing approximately 100 units of mixed income housing over a 2-phase development period. Following an evaluation process, this proposal will be forwarded to the Enfield Town Council for further consideration. The goal is for the Town to work with the preferred developer to plan the project, complete its due diligence and develop a final design. The sales price is assumed to be part of an MOU negotiation and would be supported by a third party appraisal.

98 Prospect Street: The Kelly Fradet Lumber Inc. will be entering into a purchase & sales agreement with the Town, subject to Town Council approval, on 5/16/22 to purchase 98 Prospect Street. The Town is planning to go out to bid this June to select a contractor to conduct environmental remediation work at the 98 Prospect Street Site. Kelly Fradet has a special permit application filed with the planning department and as a public hearing scheduled for 5/26/22 for their proposed site plan.

EMS:

In April 2022, EMS was requested for 622 calls for service; mutual aid was needed for 27 responses and mutual aid was provided to neighboring communities 18 times.



TOWN OF ENFIELD

Chief Riggott attended a planning meeting for a vaccination drill hosted by the North Central Health District. EMS will participate in the drill scheduled for May 20th. Additionally, Chief Riggott participated in two workgroups for Mental Health and Wellness, hosted by Social Services.

EMS staff provided CPR training for two community businesses during the month of April. EMS also assisted with medical training for School Nurses and Enfield Board of Education administrators.

INFORMATION TECHNOLOGY:

Technology Refresh: The IT department is currently testing new devices for the next technology refresh. The new technology will include Laptops, Workstations, and tablet devices that will be distributed to all employees based upon service requirements. IT has worked with EPD to identify laptops and specifications required that will be installed with the new police cruisers.

Phone System Replacement planning: IT has been working with several vendors to provide estimates for replacing the Town's telephone system. The current Siemens phone system has reached end of life and will need to be upgraded or replaced. Some new features will include Unified Communications which allows for the phone to work through a computer, smartphone, or a traditional desk phone. This feature will allow remote workers to be able to take full advantage of their telephone features from anywhere, not just the office. Plans for selection of a solution will be based upon cost, services, and meeting regulatory requirements (Kari's Law and Ray Baum Act) to support Municipal, Public Schools, and Emergency Services.

PUBLIC WORKS:

Engineering:

ROADS 2021 – Year 1 (Cheryl Dr, Cranbrook Blvd, Edmund Ln, Moody Rd & Stephen Dr) Design Consultant: VHB. Site walked all the project streets with design consultant.

ROADS 2021 – Year 2 (Abbe Rd, Broadleaf Ln, Hillyer Dr, Meadow Lark Rd, Pearl St Ext, Storrs Rd, Trinity Dr, Yale Ct & Yale Dr) Design Consultant: Weston & Sampson.

Notice to proceed with design work issued on April 20, 2022.

WPC has decided that Meadow Lark Road, Broadleaf Lane & Yale Drive will all need new sanitary sewers. The rest of the streets in the Meadow Lark Area will be lined by WPC, all sanitary sewer laterals will be removed and replaced to property line in the construction project. Weston & Sampson has been asked for a quote for the change order to include the sanitary sewer work.

Crack Seal Program 2022: The PO has been issued; the Contractor has been instructed to start the work during the summer/fall months.



TOWN OF ENFIELD

South River Street Bridge Replacement: Construction RFP advertised on May 4 for opening date of June 15. The RFP will have an addendum to include the demolition of the house in the construction contract.

Brainerd Park Softball Proposed Field: All following items have been completed: Site clearing, silt fence installation & anti-tracking pad. Earth excavation operations are ongoing. Contractor to submit a change order for installation of conduit to encase found direct buried electrical wire.

Powder Hollow Baseball Field Improvements: Emails sent to Eversource to upgrade existing transformer at Powder Hollow Park from 208V transformer to 480V, no concrete answer yet. Met, on site, with BL companies to discuss work outside the original scope of work.

ROADS 2015 Thompsonville Southwest: Project is complete. Only punchlist items remain.

ROADS 2015 River Washington: The project is complete.

Orlando Drive Culvert: Town Attorney's Office has acquired the three necessary easements. The design has received IWWA and PZC Flood approvals. Due to environmental permitting requirements, the work will start next year. Working with our Finance Dept to get RFP advertisement date. DOT has approved the Time Extension with revised cost estimate.

Freshwater Dam Improvements: The contractor has substantially completed, on time. The consultant has submitted as-built mark up plans along with a request to DEEP for final acceptance of the improvements, based on the permitting.

Higgins Park: Project is substantially complete. Fencing has been installed along the North Main Street end of the basketball court. Yard drains and under drains have been installed and grading, topsoil and seeding work is almost complete for the grass growing season.

Elm Street Sidewalk Gap Community Connectivity Grant: Design Consultant: VHB
Notice to proceed with design work issued on April 27, 2022.

Town Farm Road Multi-Use Path LOTCIP: Design Consultant: AECOM
Notice to proceed with design work issued on May 4, 2022.

45 Kimberly Drive Drainage Outlet Design: Working with the design consultant on design to repair a failing drainage outlet and slope stabilization. Requesting funds for construction under the CIP budget.

2022 School Parking Lot Replacements: Compiling an RFP for bidding the parking lots at Enfield Street School, Barnard School, and Hazardville Memorial School.

North Main Street brick pavers removal: PO issued to the On Call Utility Contractor to accomplish this work. The work is within the State right of way which will require that the Contractor acquire a State Encroachment permit. Engineering Office has consulted with Police Traffic Safety Officer about temporarily closing North Main Street at Route 5 to expedite the



TOWN OF ENFIELD

work in the safest manner, similar to the annual North Main Street closing and detour used for the 4th of July Celebration.

Buildings and Grounds: Completed all spring playing fields, tilling and raking. Began moving community garden from ALAC to Central Library including installation of 150 feet of underground waterpipe. Removed several sets of overgrown bushes around the pond dock for better security. B&G is now in full mowing and ballfield mode.

Highway: Highway started street sweeping. Approximately 40% of the streets have been swept. Mason crew has started on storm basin repairs around town. Open space mowing has begun. Asphalt plant opened and we are now making repairs around town.

RRM: Hazardous Waste Day collection - 443 cars went through. We have our credit card system back up at the transfer station and we are now able to take credit card payments at 40 Moody Rd. RRM assisted with Clean Sweep and had 2 new trucks put into service for MSW, recycling and yard waste pickup. Continuing with enforcement and tagging extra rubbish and yard waste tippers. Delivering and making repairs to tippers, cleaning up various debris and illegal dumping spots around town.

WPC: The daily average effluent flow for the month of March was 5.5 MGD and the total effluent flow total for the month was 164 million gallons. All NPDES permit requirements were met. Our staff worked with Knapp Engineering and repaired the new influent flow meter. Also, Knapp Engineering completed the annual certification and calibration for all our flow meters as required in our federal NPDES permit. We have completed the swap and maintenance on the primary clarifiers and gravity thickeners. We drained, cleaned, and inspected the chlorine contact chambers and began disinfecting our final effluent as required by our NPDES permit. We had a surprise DEEP inspection last month; the last inspection was in 2018. It was a very comprehensive inspection that took two full days to complete. We should receive the inspection results in the latter part of May. However, the inspector did share with us that there will be no notice of violations which translates to we passed.

Collection System – April 2022

Sewer calls: 6

Manhole Inspections: 61

TV camera: 10,900 feet

Sewer Jetting: 9,000 feet

Call Before You Dig: 298

The camera was returned from being repaired at the end of April and we have resumed routine cleaning and inspections to the collection system. While attempting to perform routine maintenance on the Cranbrook siphon chamber we found it inaccessible due to beavers damming up the brook and turning the area into a pond. We worked with our Inland Wetlands and Watercourses Agency and the DEEP to acquire the necessary permits to remove the dam and the beavers. DPW removed the dam allowing the newly created pond to drain thus allowing us access to the siphon chamber where maintenance is scheduled for the month of May.



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Lift Stations: A holiday weekend storm caused several power outages at lift stations that required calling in additional staff after hours. Power was restored to all the stations by mid-morning without any interruption to service.

Building Inspection Division:

Meetinghouse/ Rivercliff - 3 new homes

23 Bailey - new duplex

472 Taylor/ Shaker heights - 1 new house

1699 King Street - Stifel Investment banking \$400,000 (new tenant)

1559 King Street - prep the space for Turf Products \$80,000 (new tenant)

15 Residential addresses - About \$578,000 (CV) in miscellaneous Rooftop PV panels

95 Elm Street - Ocean State Job Lot \$640,000 (new tenant)

47 Palomba - miscellaneous tenant work

90 Elm Street - Popeye's - \$130,000 for electrical work \$52,000 for plumbing

\$40,000 for Target bottle return - electrical

565 Elm Street - plumbing for a new deli

39 Hazard Avenue - \$44,000 in plumbing \$100,000 electrical \$20,000 in HVAC for Lens

Crafters (new tenant)

371 George Washington - Knights of Columbus new hood system

175 Freshwater - Eppendorf - \$120,000 electrical for addition

855 Enfield Street - M&T bank conversion from Peoples United

524 Enfield Street - Pizza Palace renovation \$120,000 in mechanical work

555 Taylor Road - USA Waste \$1,400,000 in electrical work (new tenant)

Michelle Brouillard will be relocating her salon from the Hazardville Hotel site to 662 Enfield Street which she recently purchased. Also having conversations with the owners of 329 and 504 Hazard Avenue for future tenants/ work (different owners).

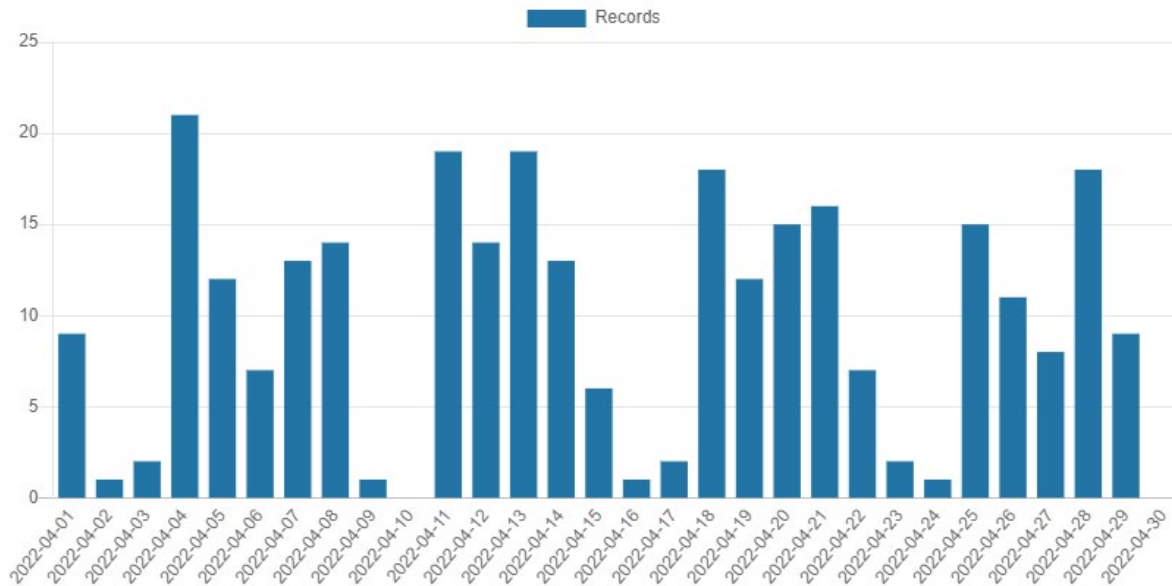
About \$120,000 in revenue for the month with applications for 120 Building permits, 55 electrical permits, 24 HVAC permits, 24 plumbing permits, 15 Photovoltaic permits, 6 Fire Suppression/ Sprinkler permits, 2 Fire Alarm permits and 10 Building code complaints for a total of 286 records created for the month.

About 314 inspections performed in approximately 24 working days.



TOWN OF ENFIELD

Records submitted over time



Totals



286

Records Created



314

Inspections Done



\$120,320.16

Revenue Collected



267

Permits Issued

SOCIAL SERVICES:

Child, Youth & Family

ECDC

- ECDC is currently serving 180 children.
- Several in-house, intergenerational classroom events were held in conjunction with the Mother's Day holiday. Children were invited to bring moms, grandmothers, and any significant role models. Some classrooms planted flowers with their guests. A toddler classroom had a Tea Party, and a Pre-K classroom celebrated with ice cream sundaes.
- The Pre-School and School age fields trips have been organized for the Summer of 2022.

Town Manager's Office
820 Enfield Street
Enfield, Connecticut 06082

Telephone (860) 253-6350
Fax (860) 253-6310
www.enfield-ct.gov



TOWN OF ENFIELD

- The dance held after hours at The Youth Center for 5th grade students was a hit! Students and parents gave positive feedback, and everyone is looking forward to the next dance.
- Our annual surprise licensing inspection was completed by the State of Connecticut during the last week of April and was a success.
- Our Senior Site Manager attended the NCCCC/EPS/KITE Employment and Family Resource fair to recruit new hires for The Child Development Center.

Family Resource Centers

- The FRC was invited to share a virtual tour of the Stowe FRC at the National Family Support Network's May Legislative Briefing. E-TV assisted in filming and editing a Learning through Play Group session and four parents spoke in the video about what the FRC has meant to them and how their young children have benefited from it.
- The FRC Parent Educator who oversees the Family Child Care Hub Network presented a training for providers on the Pyramid model for Social-Emotional Development in collaboration with the Early Childhood Consultation Partnership Program. This training provided information on resources to help when children in their care are experiencing behavior challenges.
- The Operations Manager, serving as the School Readiness Liaison, coordinated the completion of the School Readiness Grant including facilitating the review committee to score the grant, sharing it with the Board of Education, presenting it to the School Readiness Council for its vote, writing the community application narrative, and submitting it to the Office of Early Childhood.

Youth Service Bureau

- The Youth Council presented their gambling prevention audio PSA to the Board of Education and Town Council. They are focusing on membership of new students to join and are creating materials to use for recruitment.
- The Youth Council restarted their radio show at Asnuntuck Community College. The Director of Social Services was their first guest, and they have a full schedule of guests for the next several months, beginning with the Town Manager in June.
- Our new Youth Development Worker began work on May 9 and will be working on building programming focusing on the Developmental Assets in collaboration with other Town departments and community partners.

Youth Center

- The Youth Center, ECDC and Enfield Community Police, together held a very successful 5th grade Dance & Fun night, with 140 youth excited and ready for a great evening with new and old friends! For many this introduced them to the Youth Center space and programs.
- The EYC had a total of 102 enrolled youth, 56 who attended this month, with average daily attendance of 17 youth.



TOWN OF ENFIELD

- EYC youth went on 4 field trips to: Barnes & Noble, 2 local hikes and a school-vacation day beach trip. Youth also had the opportunity to participate in the Gardening Club and the Cooking Club.
- All the daily activities, interactions with staff, field trips and dance are positive experiences offered by the EYC, building on the Developmental Assets through Support, Empowerment, Boundaries and Expectations, and Constructive Use of Time which all contribute to improved self-esteem and problem-solving skills.

Adult & Elderly

Food & Nutrition – The dining room of Mark Twain Congregate Living has re-opened for the first time since March 2020. Midday meals – supplied by CRT - are served by our staff in the dining room, and a fresh, hot-cooked meal is prepared and served by our staff on the weekends. During this time of transition, some residents chose to remain in their apartments and received the meals delivered. We are currently hiring for the weekday program and weekend cooks – posted on the Town HR website.

Care Coordination

Clinical Care Coordinator

- The CCC has oriented and trained a new adult and community social services worker who will be outposted at EPD. The CCC meets with staff either weekly or biweekly to provide direct supervision of ongoing cases and concerns.
- The CCC has continued to manage the cases of the youth services social worker, including 7 new JRB cases. During this period, 4 new referrals were received for youth marijuana possession and 4 general youth referrals were made by schools and parents. A new youth services social worker has been hired and will start on May 23.
- The CCC trained 10 transit drivers in QPR (Question, Persuade, Refer) suicide prevention training on 4/21.
- The CCC met with Tim St. James at Asnuntuck Community College to coordinate future crisis response services, met with Brie Quartin at Enfield High School to plan future QPR trainings by staff for 9th grade students, met with Jason Neely at the Enfield Public Library to assess social services needs presenting at these locations and met with Rev. Greg Gray of Enfield Congregational Church to collaborate on solidifying referral pathways and supports for youth.
- The CCC met with Enfield High School administrative staff to debrief on crisis response incident and continues to offer supportive check ins to family.

Elderly Services Care Coordinator

- Over the past month, the Elderly Services Care Coordinator (ECSS) attended 6 training webinars for serving elderly communities, encountered 32 referrals, 22 calls from community members, and handled 12 cases face to face.
- The majority of the 32 referrals were calls to individuals seeking assistance with Medicare/Medicaid updates/applications, assistance with understanding their Social Security income, information on home care agency information, or an explanation of the



TOWN OF ENFIELD

services provided through the Directory of Senior Citizen Services booklet. The EMS (Emergency Medical Services) had also referred 3 Enfield residents to the ECSS to assist with a home care referral and/or a cleaning agency to improve the mobility of residents in their home.

- All 22 Enfield residents that contacted the ECSS number were seeking assistance with filling out Medicare/Medicaid paperwork or needed assistance with navigating and/or applying for the services provided in the Directory of Senior Citizen Services booklet.
- Of the 12 cases that were handled face to face 5 were walk-ins as well as 4 that were from the senior center, all of which were looking for assistance with reading/filling out insurance or social security paperwork. There have also been 3 situations in which ECSS met Enfield residents in the community.
- One of these visits (4/26/22) involved Enfield PD (Police Department) for a wellness check on an individual that presented as confused, with disorganized thinking and speaking tangentiality. This case is ongoing as ECSS establishes contact with the spouse.
- Another visit (4/27/22) was with a resident that required assistance with understanding and filling out paperwork that their doctor and insurance need for their prescription medications. ECSS frequently contacts them due to their diagnosis of depression and potential for self-isolation
- The latest contact (5/6/22) in the community was with a resident that is having difficulty tending to her property and living situation after receiving complaints from her neighbors. This case is also ongoing as the residents will need plenty of assistance when attempting to overcome their barriers.

Adult & Community Social Services Workers

- Adult & Community Social Services Worker during this time has made 56 contacts with Enfield resident that varied between phone, office, and community based. In addition, ACSsW provided 17 follow-ups for adult individuals that have been involuntarily hospitalized, 1 Narcan use and 1 EMS referral. ACSsW assisted with connection to SNAP, Medicaid, affordable Housing applications, energy assistance, SafeLink and necessities. ACSsW assisted an elderly resident experiencing homelessness with emergency shelter, which led to a connection to housing subsidy. Connected two individuals with housing subsidies through Greater Hartford Coordinated Network. In addition, collaborated with community providers to assist a family experiencing fleeing a domestic violent situation connecting them with resources like furniture donations, Care 4 Kids, Gifts of Love and parent resources to assist with long-term stability. Conducted community outreach to several individuals experiencing chronic homelessness to provide connection to resources and referrals to on-going services. Continued to attend Juvenile Review Board and Greater Hartford Coordinated Access Network meetings to access resources within the region. ACSsW has attended the trainings for de-escalation and establishing peer support services for overdose response.
- (2) Adult and Community Social Services Worker Scanlan Padeck– hired on 4/4/22. Completed orientation with Youth Services, Senior Center, Transportation, Enfield PD, EMS, Family Resource Center and Prevention Program.



TOWN OF ENFIELD

- Completed Security Awareness and Sexual Harassment town training. Attended and completed Zoom training on Establishing Culturally Centered Peer Support Services and Understanding Trauma.
- Completed ride along with EPD and attended roll call for 7:00am, 8:00am, 3:00 pm and 4:00pm shifts and introduced self to EPD patrol.
- Attended JRB meeting on 5/5/22.
- 13 follow up phone calls made with individuals who had Police Request for Emergency Evaluations. Contact was able to be made with about 4 of them and the rest of the individuals did not have an active phone in service or did not return call. 2 of them were amenable to getting help with services and referrals were made.
- 5 follow up calls completed with individuals for the Juvenile Offenders of the Cannabis law. 3 of the families requested help with services for their child and follow up will be provided, 1 family stated they had services in place and 1 family was not able to be contacted.
- 2 Outreach contacts were made to a homeless individual and a family looking for housing. Referrals and information were provided. Weekly contact has been made with the homeless individual and ACSsW to work on obtaining housing.
- Attended CIT meeting to review PREE's with CHR, 211 and EPD.

Youth Services Social Worker

This position has been vacant. Interviews were recently completed, and the new youth services social worker will begin on May 23.

Case Worker

The caseworker processed 92 Homeowner applications, 70 Additional Veteran's applications and 91 Renters rebate applications. The caseworker is continuing to support our energy worker from CRT and also assess if residents are getting all the applicable services which they are entitled to.

Community Initiatives

Enfield Together Coalition

- On April 30, the Enfield Police Department along with the Enfield Together Coalition participated in the National Drug Take Back Day. Members of both departments along with the Police Explorers collected 133.13 pounds of prescription drugs.
- Lawn signs and postcards with the National Prevention Week messaging have been distributed across town with targeted mailings done to older adults in Enfield. Social media messaging is being pushed out through Facebook, Instagram, and the ETC website.
- Events during Prevention Week include a presentation on Internet Safety for parents in collaboration with the Enfield Police Department on May 10. The Hidden in Plain Sight trailer will also be available for parents to learn about where drugs can be hidden in a teen's bedroom. The Senior Center will also host a workshop for older adults from the Poison Control Center on May 11.



TOWN OF ENFIELD

- The data from the Student Substance Use Survey was presented at the Mental Health and Wellness Workgroup. This data will be used to inform the Drug Free Communities Grant Action Plan, a request for an extension, and utilized for the formation of an intergenerational community coalition.
- The Coalition Vitality Assessment tool was distributed to members of ETC and will be reviewed at two upcoming facilitated meetings on May 17 and 19. This will help inform the sustainability of ETC beyond the DFC grant, which is set to end September 2022.

Performance Management & Quality Improvement

Grants & Performance Management

The Grants & Performance Manager (GPM) completed Social Solutions Results Boot Camp. The 4-day virtual training introduced the basic concepts and navigation of Results, the report building tool in Apricot. Results will give the GPM the ability to create, save, and share custom reports.



STATE OF CONNECTICUT
CONNECTICUT SITING COUNCIL

Ten Franklin Square, New Britain, CT 06051

Phone: (860) 827-2935 Fax: (860) 827-2950

E-Mail: siting_council@ct.gov

Web Site: portal.ct.gov/csc

VIA ELECTRONIC MAIL

April 26, 2022

The Honorable Robert Cressotti
Mayor
Town of Enfield
820 Enfield Street
Enfield, CT 06082
bcressotti@enfield.org

RE: **PETITION NO. 1508** – Enfield Solar One, LLC and VCP, LLC d/b/a Verogy petition for a declaratory ruling, pursuant to Connecticut General Statutes §4-176 and §16-50k, for the proposed construction, maintenance and operation of a 4.0-megawatt AC solar photovoltaic electric generating facility located at 110 North Street, Enfield, Connecticut, and associated electrical interconnection.

Dear Mayor Cressotti:

Pursuant to Connecticut General Statutes §4-176 and §16-50k, the Connecticut Siting Council (Council) is in receipt of a petition for a declaratory ruling to construct, maintain and operate a 4.0-megawatt AC solar photovoltaic electric generating facility in the Town of Enfield.

In accordance with Section 16-50j-40 of the Regulations of Connecticut State Agencies, on or about April 25, 2022, written notice of the intent to file the petition for a declaratory ruling was provided to the Council, the property owner of record, abutting property owners and the chief elected official of the municipality in which the proposed solar facility will be located.

Should you have any questions or comments regarding the above-referenced petition for a declaratory ruling, please feel free to call me at 860-827-2951 or submit written comments to the Council by May 25, 2022.

Thank you for your consideration.

Sincerely,

Melanie A. Bachman
Executive Director/Staff Attorney

MB/lm



TOWN OF ENFIELD

May 16, 2022

Honorable Members
Enfield Town Council
Enfield, Connecticut

Subject: Request for Transfer of Funds for Code Enforcement Advertising and Postage \$2,940

Councilors:

Highlights:

- Property Maintenance Inspectors are required to publish a notice in a local newspaper if they are unable to deliver written notice to the owner of a blighted property.
- Additional funds are needed for fees associated with the legal notice filings and mailings.

Budget Impact:

There will be no impact on the town budget.

Recommendation:

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

Respectfully Submitted,

Laurie Whitten
Director of Development Services

Attachments:

1. Resolution.

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

RESOLUTION NO. _____

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

TO: Code Enforcement

Postage	10606900-553500	\$1,500
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Community Development

Advertising	10606600-554000	\$1,440
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FROM: Planning

Copy & Reproduction	10606100-555100	\$1,500
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Community Development

Legal	10606600-533200	\$150
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Community Development

Professional Development	10606600-532200	\$790
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Inland Wetlands & Waterways

Professional Development	10190963-532200	\$500
--------------------------	-----------------	-------

CERTIFICATION: I hereby certify that the above-stated funds are available as of May 16, 2022.



John Wilcox, Director of Finance

5/11/22

Date:



APPROVED BY: Ellen Zoppo-Sassu, Town Manager

5/11/22

Date:



TOWN OF ENFIELD

May 16, 2022

Honorable Members
Enfield Town Council
Enfield, Connecticut

Subject: Request for Transfer of Funds for Town Clerk \$1,000

Councilors:

Highlights:

- The number of land records filed electronically has increased 28%
- The Town is charged \$.55 electronic document under the NewVision contract
- There were funds available in the Town Clerk postage account due to the increase in electronic filing

Budget Impact:

There will be no impact on the town budget.

Recommendation:

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

Respectfully Submitted,

Sheila M. Bailey
Town Clerk

Attachments:

1. Resolution.

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

RESOLUTION NO. _____

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

TO: Town Clerk

Technical Services	10160100-534000	\$1,000
--------------------	-----------------	---------

FROM: Town Clerk

Postage	10160100-553500	\$1,000
---------	-----------------	---------

CERTIFICATION: I hereby certify that the above-stated funds are available as of May 11, 2022.



John A. Wilcox, Director of Finance

5/11/22

Date:



APPROVED BY: Ellen Zoppo-Sassu, Town Manager

5/11/22

Date:



TOWN OF ENFIELD

May 16, 2022

Honorable Members
Enfield Town Council
Enfield, Connecticut

Subject: Request for Transfer of Funds for Town Clerk \$500

Councilors:

Highlights:

- The number of land records filed in FY22 has increased over FY23
- The Town is required by statute to perform a yearly audit of our land records at \$0.51 per document
- There are funds available in the Town Clerk postage account due to the increase in electronic filing

Budget Impact:

There will be no impact on the town budget.

Recommendation:

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

Respectfully Submitted,

Sheila M. Bailey
Town Clerk

Attachments:

1. Resolution.

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

RESOLUTION NO. _____

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

TO: Town Clerk

Other Professional Services	10160100-533900	\$500
-----------------------------	-----------------	-------

FROM: Town Clerk

Postage	10160100-553500	\$500
---------	-----------------	-------

CERTIFICATION: I hereby certify that the above-stated funds are available as of May 16, 2022.



John A. Wilcox, Director of Finance

5/10/22

Date:

APPROVED BY: 

Ellen Zoppo-Sassu, Town Manager

5/11/22

Date:

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

RESOLUTION TO REPEAL RESOLUTION 3644

WHEREAS, the Joint Health Insurance Committee (Committee) of the Town of Enfield and the Board of Education was established on May 2, 2016 by and through the adoption of Resolution #3644; and

WHEREAS, the leadership of the Town of Enfield and Board of Education will meet on an as needed basis with regard to applicable Health Insurance issues.

NOW, THEREFORE, BE IT RESOLVED, by the Enfield Town Council that Resolution #3644 is hereby repealed in its entirety.

BE IT FURTHER RESOLVED that the Enfield Town Council thanks those members of the Joint Health Insurance, past and present, for their service and dedication to their community.



TOWN OF ENFIELD

May 5, 2022

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolution Authorizing the Town Manager to Sign a Real Estate Purchase Contract on Behalf of The Town of Enfield for the Sale of 98 Prospect Street

Councillors:

Highlights:

- On 12/1/17 the Town of Enfield acquired 98 Prospect Street through a Certificate of Foreclosure that is recorded on the town land records.
- State brownfield grant funds are being utilized by the Town of Enfield to remediate the site this summer/fall in order to aid in the redevelopment of this abandoned brownfield site.
- The Kelly-Fradet Lumber Company is in position to acquire the property from the Town once remediation is complete. The site will complement the company's adjacent complex and allow for expansion.
- The purchase will enable the redevelopment of this site and increase revenues for the Town.

Budget Impact:

There is no budget impact.

Recommendation:

That the Town Council adopt the attached Resolution.

Respectfully Submitted,

Nelson Tereso
Director of Economic & Community Development

Attachments:

1. Resolution (1)
2. Purchase & Sales Agreement (2)

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

**RESOLUTION AUTHORIZING THE TOWN MANAGER TO SIGN A REAL ESTATE
PURCHASE CONTRACT ON BEHALF OF THE TOWN OF ENFIELD FOR THE SALE
OF 98 PROSPECT STREET**

WHEREAS, the Town of Enfield owns the property known as 98 Prospect Street; and

WHEREAS, pursuant to Conn. Gen. Stat. §8-24, the Planning and Zoning Commission, at its April 11, 2019 meeting, made a favorable recommendation to sell the property; and

WHEREAS, the Town intends to convey the land to Kelly-Fradet Lumber, Inc. for \$45,000; and

NOW, THEREFORE, BE IT RESOLVED that Ellen Zoppo-Sassu, Town Manager, or her designee, is authorized to sign the Real Estate Purchase Contract, on behalf of the Town of Enfield, for the sale of 98 Prospect Street to Kelly-Fradet Lumber, Inc.

BE IT FURTHER RESOLVED, that Ellen Zoppo-Sassu, Town Manager, or her designee, is authorized to sign all documents, including the deed, on behalf of the Town of Enfield, pertaining to the sale of the property to Kelly-Fradet Lumber, Inc., subject to review and approval by the Town Attorney.

Date Prepared

May 5, 2022

Prepared By:

Nelson Tereso, Director of Economic & Community Development

PURCHASE AND SALE AGREEMENT

This Purchase and Sale Agreement (Agreement) is made by and between the Town of Enfield, 820 Enfield Street, Enfield, Connecticut 06082, a municipal corporation, having its territorial limits within the County of Hartford and State of Connecticut (Seller), and Kelly Fradet Lumber, Inc., a Connecticut corporation with offices at 92 Prospect Street, Enfield, Connecticut 06082 (Purchaser), collectively the Parties, and is effective as of the date that this Agreement is executed by both Parties (Effective Date).

1. PROPERTY TO BE CONVEYED

98 Prospect Street, Enfield, Connecticut, which property is bounded:

North by land now or formerly of Kelly Fradet Lumber, Inc., 225.64 feet;

East by the highway, Prospect Street, 163.33 feet;

South by land now or formerly of Zak Unlimited, LLC, 169.13 feet; and

West by land now or formerly of Penn-Central Transportation Co., 203.56 feet.

Which property is shown as "Area = 35,542 SQ. FT" on the map entitled "Property Survey for Stanley P. Surriner & Paul C. Surriner Enfield, Connecticut Scale 1" = 40' July 10, 1973" which map is on file in the Enfield Land Records in Book of Maps Private Volume 14, Page 699.

2. PURCHASE PRICE

Purchaser shall pay Seller \$45,000 for the Property on the Sale Date.

3. CONVEYANCE TYPE

Seller shall convey title of the Property to Purchaser by Quit Claim Deed.

4. SALE DATE

The closing for the conveyance of the Property shall be on or before December 31, 2023.

5. CONDITIONS PRECEDENT TO CONVEYANCE

- a. Site Plan Approval. Within 90 days of execution of this Agreement, Purchaser will provide a draft site development plan (Plan) stamped by a Professional Engineer to appropriate municipal departments and land use agencies. The Plan will be used to support remedial efforts for the Property. The Plan must comply with applicable state and local codes, ordinances and regulations and will be subject to obtaining the necessary local approvals by the appropriate municipal commissions and/or councils for the proposed redevelopment.
- b. Upon all required approvals of the Plan, the Seller will conduct soil remediation activities for the Property in accordance with Connecticut Department of Energy & Environmental Protection (CTDEEP) Remediation Standard Regulations (RSRs).

6. **CONDITIONS SUBSEQUENT TO CONVEYANCE**

- a. These conditions shall remain in full force and effect subsequent to the conveyance of the Property to the Purchaser.
- b. Purchaser shall defend, indemnify, hold harmless the Seller for any claims and/or liability associated with the property.
- c. The Property will be subject to an Environmental Land Use Restriction (ELUR) that will be prepared by the Seller and to be filed on the land records once the property is redeveloped. The ELUR will prohibit future residential use of the Property and prevent disturbance of capped soils.
- d. Purchaser shall assume all responsibility for compliance with DEEP requirements, including, but not necessarily limited to, those set forth in the ELUR.

IN WITNESS WHEREOF, the undersigned have signed this Purchase and Sales Agreement.

ATTEST

TOWN OF ENFIELD

Ellen Zoppo-Sassu Date
Town Manager

ATTEST

KELLY FRADET LUMBER, INC

David Weeks Date
Kelly Fradet Lumber, Inc.



TOWN OF ENFIELD

May 6, 2022

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolution Setting a Public Hearing for the 2022 Neighborhood Assistance Act

Councilors:

Highlights:

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

Budget Impact:

There is no budget impact.

Recommendation:

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

Respectfully Submitted,

Nelson Tereso
Director of Economic & Community Development

Attachments:

1. Resolution

ENFIELD TOWN COUNCIL
RESOLUTION NO. _____

Resolution Setting a Public Hearing for the 2022 Neighborhood Assistance Act

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

WHEREAS, any elector or taxpayer may have an opportunity to be heard regarding the 2022 Neighborhood Assistance Act proposals; and

NOW THEREFORE IT BE RESOLVED, that the Enfield Town Council will hold a Public Hearing in the Enfield Town Hall Council Chambers, 820 Enfield Street, Enfield, Connecticut on Monday, June 6, 2022 at 6:50pm to allow interested citizens an opportunity to express their opinion regarding the 2022 Neighborhood Assistance Act proposals.

Date Prepared: May 6, 2022
Prepared By: Nelson Tereso, Director of Economic & Community Development

McCarthy, Debra

From: noreply@civicplus.com
Sent: Tuesday, May 3, 2022 4:22 PM
To: McCarthy, Debra
Subject: Online Form Submittal: Application for Vacancy on Boards, Agencies & Commissions

Follow Up Flag: Follow up
Flag Status: Completed

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

Application for Vacancy on Boards, Agencies & Commissions

Date	5/3/2022
First and Last Name	James Maloney
Address	39 West View Drive
City	Enfield
State	CT
Zip	06082
Phone Number	8607491555
Second Phone:	8608361176
Email	jemaloney2@cox.net
Occupation	RETIRED
Occupation Phone Number	Field not completed.
Party Affiliation	REPUBLICAN
Registered Voter	Yes
Name of the Board You Wish to Apply For:	Patriot Award Committee
Appointment	New Appointment
Please outline your qualifications and how you feel you would contribute	25 year veteran United States Air Force, American Legion member for 29 years. current post commander post 80 Enfield

to the committee or
commission: .I believe with my background I can make a fair and impartial
assessment of the nominees for this prestigious award.

Have you ever served on a
Board, Commission or
Agency in Enfield or
elsewhere? No

If so, please state name of
board, commission or
agency and time server: *Field not completed.*

If this is a reappointment,
please list the number of
meetings attended during
the last 12 months: *Field not completed.*

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

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

ENFIELD TOWN COUNCIL
RESOLUTION NO. _____

RESOLVED, that page 4, General Fund Revenue Summary and page 8, Summary of Expenditure by Function of the Town Budget, as submitted by the Town Manager and the estimates for the fiscal year commencing July 1, 2022 and ending June 30, 2023 including estimates of receipts and expenditures and recommendations of said Town of Enfield for:

Water Pollution Control (pgs. 72, 74-79);
Social Services Fund (pgs. 82-86, 88-108);
Department of Library Fund (pgs. 110, 112-121);
Insurance Fund (pgs. 124, 125-129);
Information Technology Fund (pgs. 132, 134-139);
Animal Control Fund (pgs. 142, 143);
Emergency Medical Services (pgs. 146, 148-151); and
Capital Improvement funds (pgs. 154-168)

be accepted and approved along with the amendments specified on the attached schedule by the Town Council of the Town of Enfield.

Date Prepared: May 12, 2022
Prepared by: Finance and Town Manager

ENFIELD TOWN COUNCIL
RESOLUTION NO. _____

RESOLVED, that the Town Council of the Town of Enfield hereby finds and determines that each capital project for the 2022-23 fiscal year indicated as a Series or as a specific capital expenditure in the Capital Improvement Annual Budget shall constitute a single appropriation of funds for said Series or expenditure.

Date Prepared: May 12, 2022
Prepared by: Finance and Town Manager

ENFIELD TOWN COUNCIL
RESOLUTION NO. _____

RESOLVED, that the Town Schools' Budget adopted by the Town Council in the amount of \$73,275,252 included the anticipated revenue of \$28,600,000 from the Education Block (Cost Sharing) Grant and Special Education Grant.

Date Prepared: May 12, 2022
Prepared by: Finance and Town Manager

ENFIELD TOWN COUNCIL
RESOLUTION NO. _____

RESOLVED, that a tax rate of 27.89 mills be set on the Real Estate and Business Personal Property Grant List of October 1, 2021 for the Town of Enfield and shall be payable in two semi-annual installments - July 1, 2022 and January 1, 2023; and

BE IT FURTHER RESOLVED, that a tax rate of 27.89 mills be set on the Motor Vehicle Grand List of October 1, 2021 and shall be paid in full on July 1, 2022; and

BE IT FURTHER RESOLVED, however, that real estate and personal property taxes amounting to \$100.00 or less shall be paid in full on July 1, 2022; and

BE IT FURTHER RESOLVED, that any motor vehicle, real estate or business personal property taxes in the amount of \$5.00 or less, shall be waived, pursuant to Connecticut State Statute §12-144c.

Date Prepared: May 12, 2022
Prepared by: Finance and Town Manager



TOWN OF ENFIELD

May 09, 2022

Honorable Members
Enfield Town Council
Enfield, Connecticut

Subject: Request for a Bid Waiver for the Processing of Municipal Recycling

Councilors:

Highlights:

- The Town of Enfield produces approximately 3,500 tons of household recycling each year. Recyclable materials were previously a revenue source, but with the collapse of overseas markets for these materials the Town has had to pay for processing or disposal of these materials collected.
- USA Hauling and Recycling has been the Town's processor since 2012 and has offered a contract extension. Public Works has researched the offer and the local market and have determined that USA's offer is reasonable given current market conditions, and that there is no other viable vendor in our market.
- Public Works therefore respectfully requests that the Council waive the public bidding requirements for processing municipal recycling.

Budget Impact:

There will be no impact on the town budget.

Recommendation:

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

Respectfully Submitted,

Donald Nunes
Director, Department of Public Works

Attachments:

1. Resolution.

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

Resolution Waiving Bids for Recycling Services

WHEREAS, the Town of Enfield generates approximately 3,500 tons of household recycling each year; and

WHEREAS, the Town has utilized USA Hauling & Recycling, Inc. for processing of recycling since 2012; and

WHEREAS, USA Hauling & Recycling, Inc. has provided reliable and efficient service; and

WHEREAS, the Department of Public Works has determined that there are no alternative providers with the capacity to process the Town's recycling; and

WHEREAS, USA Hauling & Recycling, Inc. has offered a contract extension to the Town on favorable terms.

THEREFORE BE IT RESOLVED, that the Town Council does hereby find, based on the foregoing compelling public interest, and in accordance with Chapter V, Section 8(d), that it is therefore against the best interest of the Town to solicit bids for recycling services.

Date Submitted: May 9, 2022
Prepared by: The Department of Public Works



TOWN OF ENFIELD

May 6, 2022

Honorable Members
Enfield Town Council
Enfield, Connecticut

Subject: Request for Transfer of Funds for Disposal of Municipal Solid Waste - \$130,000

Councilors:

Highlights:

- Due to staffing issues, several salary and benefit accounts in the Public Works Custodial Services and Resource and Refuse Management (RRM) Divisions are anticipated to end the current fiscal year with a surplus totaling of at least \$130,000.00. Additional funding is needed in the RRM disposal services account. The Department of Public Works respectfully requests that the Council transfer the surplus funds to disposal services.

Budget Impact:

There will be no impact on the town budget.

Recommendation:

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

Respectfully Submitted,

Donald Nunes
Director, Department of Public Works

Attachments:

1. Resolution.

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

RESOLUTION NO. _____

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

TO: Refuse Collection and Disposal

Disposal Services 10300390-542100 \$130,000

FROM: Public Works Custodial Services

Health/Medical Insurance 10300345-521000 \$93,000

Refuse Collection and Disposal

Health/Medical Insurance 10300390-521000 \$37,000

CERTIFICATION: I hereby certify that the above-stated funds are available as of May 6, 2022.



John A. Wilcox, Director of Finance

5/11/22

Date:



APPROVED BY: Ellen Zoppo-Sassu, Town Manager

5/11/22

Date:



TOWN OF ENFIELD

May 6, 2022

Honorable Members
Enfield Town Council
Enfield, Connecticut

Subject: Request for Transfer of Funds for Overtime - \$45,000

Councilors:

Highlights:

- Due to staffing issues, the Department of Public Works Custodial Services Division's salary account is anticipated to end the current fiscal year with a surplus of at least \$45,000.00. The Building and Grounds Division needs additional funding for overtime. The Department of Public Works respectfully requests that the Town Council transfer the surplus funds in the Custodial Services salaries account to the Building and Grounds overtime account.

Budget Impact:

There will be no impact on the town budget.

Recommendation:

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

Respectfully Submitted,

Donald Nunes
Director, Department of Public Works

Attachments:

1. Resolution.

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

RESOLUTION NO. _____

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

TO: Public Works Building and Grounds

Overtime	10300340-514000	\$45,000
----------	-----------------	----------

FROM: Public Works Custodial Services

Salaries	10300345-511000	\$45,000
----------	-----------------	----------

CERTIFICATION: I hereby certify that the above-stated funds are available as of May 6, 2022.



John A. Wilcox, Director of Finance

5/10/22

Date:

APPROVED BY: 

Ellen Zoppo-Sassu, Town Manager

5/11/22

Date:



TOWN OF ENFIELD

May 9, 2022

Honorable Members
Enfield Town Council
Enfield, Connecticut

Subject: Request for Transfer of Funds for Vehicle Parts - \$17,750

Councilors:

Highlights:

- The Public Works Equipment Maintenance and Repair Division's health insurance, overtime, stipend, and Social Security accounts are anticipated to end the current fiscal year with surpluses of \$8,000, \$6,500, \$250, and \$3,000 respectively. Equipment Maintenance and Repair needs additional funding for vehicle parts, supplies and materials. The Department of Public Works respectfully requests that the Council transfer the surplus funds in the health insurance, overtime, stipend and Social Security accounts to the vehicle supplies/materials account.

Budget Impact:

There will be no impact on the town budget.

Recommendation:

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

Respectfully Submitted,

Donald Nunes
Director, Department of Public Works

Attachments:

1. Resolution.

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

RESOLUTION NO. _____

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

TO: Public Works Equipment Maintenance and Repair

Vehicle Supplies/Materials	10300380-561700	\$17,750
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FROM: Public Works Equipment Maintenance and Repair

Health Insurance	10300380-521000	\$13,000
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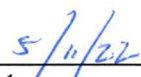
Public Works Equipment Maintenance and Repair

Overtime	10300380-514000	\$4,750
----------	-----------------	---------

CERTIFICATION: I hereby certify that the above-stated funds are available as of May 6, 2022.



John A. Wilcox, Director of Finance



Date:

APPROVED BY: 

Ellen Zoppo-Sassu, Town Manager



Date:



TOWN OF ENFIELD

May 9, 2022

Honorable Members
Enfield Town Council
Enfield, Connecticut

Subject: Request for Transfer of Funds for the Purchase of a Camera Truck 228,075

Councilors:

Highlights:

- Water Pollution Control has been experiencing significant staffing shortages during the past fiscal year. As a result, many salary and benefit accounts have surplus funds. Public works respectfully requests that the Council transfer the sum of \$228,075 from the surplus funds to be used towards the purchase of a truck and camera system for the inspection of sewer mains and laterals.

Budget Impact:

There will be no impact on the town budget.

Recommendation:

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

Respectfully Submitted,

Donald Nunes
Director, Department of Public Works

Attachments:

1. Resolution.

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

RESOLUTION NO. _____

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

TO: Water Pollution Control

Other Equipment	21003350-573200	\$228,075
-----------------	-----------------	-----------

FROM: Water Pollution Control

Salaries	21003350-511000	\$120,000
----------	-----------------	-----------

Salaries – Part Time	21003350-512000	\$26,105
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Medical Insurance	21003350-521000	\$81,970
-------------------	-----------------	----------

CERTIFICATION: I hereby certify that the above-stated funds are available as of May 9, 2022.



John A. Wilcox, Director of Finance

5/11/22

Date:

APPROVED BY: 

Ellen Zoppo-Sassu, Town Manager

5/11/22

Date:



TOWN OF ENFIELD

May 11, 2022

Honorable Members
Enfield Town Council
Enfield, Connecticut

Subject: Request for a Bid Waiver for the Purchase of a Vehicle for Public Works

Councilors:

Highlights:

- The Building and Grounds division of Public Works is short a vehicle due to a 2007 Ford F-450 being taken out of service. The vehicle is structurally unsound and unsafe to drive.
- Ordering for 2022 Ford heavy duty pickup trucks has been closed and ordering for 2023 models will not open until November. It is likely that a replacement would not be delivered until the late spring or summer of 2023.
- Fleet Services has located a brand new 2021 Ford F-550, which has become available due to issues with financing. Unfortunately, the truck cannot be purchased through a public contract as the dealer was not a participant during the 2021 model year.
- Time is of the essence, and it is likely the vehicle will be sold before Public Works can conduct a public bid.
- Public Works therefore respectfully requests that the Council waive the public bidding requirements for this purchase.

Budget Impact:

There will be no impact on the town budget.

Recommendation:

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

Respectfully Submitted,

Donald Nunes
Director, Department of Public Works

Attachments:

1. Resolution.

ENFIELD TOWN COUNCIL

RESOLUTION NO.

Resolution Waiving Bids for the Purchase of a Truck

WHEREAS, the Buildings and Grounds Division of the Town of Enfield Department of Publica Works is in need of a large pickup truck to replace a 2007 vehicle taken out of service due to safety concerns, and;

WHEREAS, due to the current supply chain issues a replacement vehicle cannot be ordered and delivered for at least a year, and;

WHEREAS, Public Works has located a suitable 2021 leftover Ford F-550 pickup truck which cannot be purchased through a public contract, and;

WHEREAS, time is of the essence, and the vehicle is likely to be sold if a Request for Proposals is required,

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

Date Submitted: May 11, 2022
Prepared by: The Department of Public Works

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

Resolution to Adopt a Revised Solid Waste and Recycling Policy

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

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

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

Date Prepared: April 29, 2022
Prepared By: Town Manager

SOLID WASTE AND RECYCLING POLICY

A. *Tipper Barrels Policy/Cost*

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

4. Blue tipper barrels do not require a tag.
5. Condominium and PRD associations participating in Town collection are responsible for the initial cost and repair or replacement of any tipper barrel or dumpster. For dumpsters that are deemed by the DPW to be no longer safe for collection, DPW will provide thirty-day (30) notice to the condominium or PRD association that such dumpster must be replaced at the Association's expense. If the dumpster is not replaced in the 30-day period, the Town will discontinue collection from unsafe dumpster.

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

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

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

ENFIELD TOWN COUNCIL

RESOLUTION #_____

**Resolution Amending the Enfield Town Council and Enfield Board of
Education Use of School and Town Facilities Policy**

WHEREAS, 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.

Created by: Town Manager's Office
Date: April 29, 2022

1 **ENFIELD TOWN COUNCIL & ENFIELD BOARD OF EDUCATION**
2 **ENFIELD, CONNECTICUT**
3
4

5 USE OF SCHOOL & TOWN FACILITIES
6

1330

7 A. Policy Statement
8

9 Subject to section 54-1 et seq. of the Town Code, the Town Council and the Board of Education may permit
10 the use of any Facility for educational or community purposes.
11

12 B. Definitions
13

- 14 1. Administrator for the school means a Principal or his or her designee; for the Town this
15 means the Director of the Facility, or his or her designee.
16
- 17 2. Associated Costs means, but is not limited to, fees for the services of any custodial
18 personnel, field monitoring or setup personnel, Audio Visual technician, utilities, supplies,
19 security personnel or other personnel deemed by the responsible Administrator to be
20 necessary in connection with the use of Facilities. Such costs shall be at the rates set forth
21 in the fee schedule.
22
- 23 3. Business Day means normal hours of operation of the Facility.
24
- 25 4. Community purpose means that which may serve or benefit the Town's residents in some
26 manner.
27
- 28 5. Facility means, but is not limited to, any building, meeting room, conference room, athletic
29 field, cafeteria, gymnasium, park, playground, recreational area, owned or maintained by
30 the Town of Enfield or the Enfield Board of Education.
31
- 32 6. Non-profit means (1) an organization recognized as such by the State of Connecticut or
33 the United States Internal Revenue Code or (2) the Town Committee of a major or minor
34 political party as defined by Conn. Gen. Stat. §9-372.
35
- 36 7. Political campaign activity means an event, gathering, rally or similar assembly either in
37 support of or in opposition to a candidate or group of candidates in an upcoming election.
38
- 39 8. Resident means an individual whose domicile is the Town of Enfield and shall include other
40 legal entities located within the Town.
41
- 42 9. School Year means that period of time beginning on the first day that school is in session
43 and ending on the last day that school is in session and includes school year vacations.
44
- 45 10. Town means the Town of Enfield, a municipal corporation located in Hartford County, in
46 the State of Connecticut, and includes the Town Council, Town boards, commissions,
47 agencies, departments and divisions.
48

49 C. Establishment of Rules and Procedures
50

51 The use of any Facility for educational or community purposes shall be governed by the following
52 rules and procedures and shall be subject to such restrictions as the Town Manager or
53 Superintendent of Schools or their designee(s) consider(s) expedient. This policy is read in
54 conjunction with section 54-1 et seq. of the Town Code. If there is any conflict between this policy
55 and the Town Code, the Code provisions will prevail. This policy shall not apply to the use of school
56 buildings and/or portions therein, during the business day of the school.
57

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. **There are no costs for facility rentals during regular working hours.** 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

- 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.
- 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.

288
289 **SCHEDULE A**
290

291 **Rental Fees for Outdoor Athletic Facilities**
292 **Includes Pickleball Complex, Baseball, Softball, Football, Field Hockey, Lacrosse, and Soccer**
293 **Fields**
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

324 Field House at Shaker Fields: The field house, located at 249-237 CT-220, is available for use by groups
325 renting Shaker Fields during the same hours. Groups using the field house for concessions must secure a
326 permit from the North Central District Health Department and submit a copy to the Department of Public
327 Works.
328

329 **Athletic Organizations Exempt from the**
330 **Rental Fees Listed Above**
331

332 Enfield Little League — Enfield Girls' Softball Association — Enfield Soccer Club
333 Enfield Men's Softball — Greater Enfield Men's Softball League — Allied Enfield Stars
334 Enfield Ramblers Football — Enfield Women's Softball League — Enfield Men's Over 30 Soccer
335 Enfield Soccer Association — Enfield Fireballs — American Legion Baseball — 15U, 17U and 19U —
336

337 An Enfield team can file a written application to the Town Manager's Office Department of Public Works
338 for exemption status for a term of one year, if the team meets the following criteria:
339

- 340 1. 90% of the players on the roster have Enfield residency, and
341 2. The organization provides proof of not-for-profit status.
342

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

be brought before the Town Council for final decision. Thereafter, on an annual basis, the list of exempt teams will be reviewed by the Director of Public Works, or their designee. The list will be maintained by the Department of Public Works.

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

SCHEDULE B

Rental Fees for Indoor Facilities

ENFIELD HIGH SCHOOL AND JFK MIDDLE SCHOOL

AUDITORIUM

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

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

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

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

Additional Cost:

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

\$50.00 Per Hour for Each Additional Hour

GYMNASIUM:

\$500.00 For Up to Four Hours

\$125.00 Per Hour for Each Additional Hour

BAND ROOM OR CHORUS ROOM:

\$275.00 For Up to Four Hours

\$69.00 Per Hour for Each Additional Hour

CLASSROOM:

\$225.00 For Up to Four Hours

\$57.00 Per Hour for Each Additional Hour

ENFIELD ANNEX

AUDITORIUM

\$500.00 For Up to Four Hours

\$125.00 Per Hour for Each Additional Hour

GYMNASIUM:

\$450.00 For Up to Four Hours

\$113.00 Per Hour for Each Additional Hour

BAND ROOM OR CHORUS ROOM:

\$275.00 For Up to Four Hours

\$69.00 Per Hour for Each Additional Hour

CLASSROOM:

\$225.00 For Up to Four Hours

\$57.00 Per Hour for Each Additional Hour

ELEMENTARY SCHOOLS

402 CAFETERIA OR GYMNASIUM:
403 \$250.00 For Up to Four Hours
404 \$63.00 Per Hour for Each Additional Hour
405

406 CLASSROOM:
407 \$225.00 For Up to Four Hours
408 \$57.00 Per Hour for Each Additional Hour
409

410 **ASSOCIATED COSTS**
411 Audio Visual Technician \$50.00 Per Hour
412 Buildings and Grounds Staff Member \$51.01 Per Hour
413 Uniformed Police Officer \$62.12 Per Hour
414 Custodian \$42.08 Per Hour
415

416 Fees are computed on a daily rate basis. For example, the fee for a Friday and Saturday event running
417 under four hours each day in the Enfield Annex is \$1000.00 (\$500 per day). The fee for a Friday and
418 Saturday event running six hours each day in the Enfield Annex is \$1500.00 (\$750.00 per day for the six
419 hours each day) plus any associated costs levied.
420

421 **ENFIELD PUBLIC LIBRARY (CENTRAL – 104 MIDDLE ROAD)**
422

423 Large Community Room
424 \$275.00 For Up to Two Hours
425 \$69.00 Per Hour for Each Additional Hour
426

427 **SENIOR CENTER**
428

429 Large Community Room
430 \$275.00 For Up to Two Hours
431 \$69.00 Per Hour for Each Additional Hour
432

433 **TOWN HALL – Rates and availability subject to review by the Director of Public Works.**
434

435 COUNCIL CHAMBERS
436 \$275.00 For Up to Four Hours
437 \$69.00 Per Hour for Each Additional Hour
438

439 ENFIELD ROOM
440 \$200.00 For Up to Four Hours
441 \$50.00 Per Hour for Each Additional Hour
442

443 THOMPSONVILLE ROOM
444 \$150.00 For Up to Four Hours
445 \$38.00 Per Hour for Each Additional Hour
446

447
448 **Adopted by Town Council:** July 7, 2008
449 **Revised:** May 16, 2011
450 **Adopted by Board of Education:** July 8, 2008
451 **Revised:** March 18, 2019
452 **Revised:** August 5, 2019
453 **Revised:** September 17, 2019
454 **Adopted by Town Council** August 2, 2021
455 **Revised:** April 28, 2022