

**ENFIELD TOWN COUNCIL
MINUTES OF A REGULAR MEETING
MONDAY, DECEMBER 5, 2022**

A Regular Meeting of the Enfield Town Council was called to order by Mayor Cressotti on Monday, December 5, 2022. The meeting was called to order at 7:00pm.

PRAYER – Councilor Finger gave the Prayer.

PLEDGE OF ALLEGIANCE – The Pledge of Allegiance was recited.

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

FIRE EVACUATION ANNOUNCEMENT – Mayor Cressotti made the fire evacuation announcement.

MINUTES OF PRECEDING MEETINGS

MOTION #6428 by Councilor Mangini, seconded by Councilor Nelson to accept the minutes of the Regular Meeting held on November 14, 2022.

AMENDMENT #1 by Councilor Cekala, seconded by Councilor Finger to amend the roll call portion of the minutes to read that Attorney Cerrato was present, not Attorney Tallberg.

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

Upon a **SHOW-OF-HANDS** vote being taken, the chair declared amended **MOTION #6428** adopted 9-0-0.

SPECIAL GUESTS – Rob Battaglia – Clear Gov Presentation

Town Manager, Ellen Zoppo-Sassu, prefaced the presentation by saying that with the addition of ARPA funds, there is greater emphasis on how to track those dollars and how they are spent and provide greater accountability and input to the taxpayers. There are a couple of new products that are being used available through ClearGov®. This proposed software acquisition has already been brought to the General Government and Finance Subcommittee. Rob Battaglia of ClearGov® will give a brief overview of what this would look like for Enfield and how communities are using it.

Rob Battaglia stated that ClearGov® is a cloud-based software company that communities are utilizing to manage the annual budget process, on-going capital improvements, multi-year planning, and ARPA projects. It is for tracking, reporting, and communication purposes. They work with twenty-five

communities in the State of Connecticut and have been vetted by the Capital Region Council of Governments. The budgeting solution has been recommended to all their members. This system complements the current financial system MUNIS; it will not replace it. There are three solutions that are being discussed with town administration. First is capital budgeting software which will eliminate a lot of spreadsheets. Next is the digital budget software that deals specifically with communications with the public. Lastly, there is a transparency solution which is a dashboard tool to update residents and stakeholders. It is cloud-based, which means it can be accessed from town hall or remotely. The software digitizes information for presentation.

Councilor Cekala is excited about this for its internal use with the employees as well as the residents being able to go on and see exactly where their tax dollars are going.

Councilor Pyznar asked how much the software costs. Ms. Zoppo-Sassu responded that there are different modules being reviewed by the Government and Finance Subcommittee right now. The Committee wanted to get an idea after presenting it to the Council if it is worth pursuing. If it is determined to be worth pursuing, they will come up with a proposal to be reviewed. This is an ARPA fund eligible item so it would not hit this year's bottom line budget.

Councilor Nelson asked if the liaisons like this and are advising us to purchase it. Councilor Santanella stated that the cost for this is not outrageous. You can spend as little or as much as you want because it is piece mail. It helps create transparency and accessibility to people. Councilor Hopkins wondered what the onboarding would look like and if staff would be happy to use it. Councilor Ludwick stated that capital projects and transparency was their focus.

Chairman Cressotti is in favor of the digital interactive document. He agrees with starting off with a couple segments and going from there.

PUBLIC COMMUNICATIONS

Pam Townsend, 54 Kimberly Drive and Lori Gates, 3 Yale Court

Ms. Townsend reminded folks that she and Ms. Gates work together on the Wreaths Across America mission; remember, honor, and teach. She works on the "remember" and "honor" part and Ms. Gates works on the "teach" part. The reason why she does this is to honor and remember our veterans. Ms. Gates stated that her mission is to teach and that our children are the living messages we send to the future. The message of honor and respect is a good message to send. Ms. Gates announced that Enfield has been honored for a seventh year to host a portion of the Wreaths Across America convoy as they travel from Maine to Arlington Cemetery on the morning of December 14th. Ms. Townsend invited everyone to attend the Wreaths Across America Ceremony on December 17th at 12pm. She also invited everyone to stay and place a wreath on a grave. This is the first year they have received enough sponsorship to honor every veteran in St. Patrick's Cemetery.

Chairman Cressotti declared Public Communications closed.

COUNCILOR COMMUNICATIONS

Councilor Finger stated that a few meetings ago he asked about people donating benches for Town Farm Road. He would like an update. Ms. Zoppo-Sassu responded that naming policies, bench donations, and memorial trees are all being considered along with a pricing schedule and development of best practices before being brought forth to the Council.

Councilor Mangini thanked the Veteran's Council for the invitation to the veteran's breakfast. She will attend Wreaths Across America. The Daughters of the American Revolution (DAR) is holding a ceremony this Wednesday honoring the American History Teacher of the Year, Mr. Bill Delaney, as well as young people who have shown exemplary service. It will be at the Central Library at 6:30pm.

Councilor Santanella mentioned that he attended the Safe Grad Auction and is pleased to announce that they raised enough money to provide the students with a Safe Grad night at Sonny's Place. He also thanked the fire districts for putting on a great evening at the Torchlight Parade. He mentioned that the farmers market is in the old men's Macy's building in the mall and each week there are more and more vendors. There are two weekends left of the market. On December 15, 2022, the public library will hold the Festival of Trees.

Councilor Pyznar asked where they are with the grant writer. Ms. Zoppo-Sassu stated that they have just executed the first contract out of Hartford, and it is concentrating on Human Services. The grant writer is also helping them tighten up some of the metrics for reapplying for the Community Investment Fund Grant. The town just went out for an additional grant writer and received one response from someone who has experience with infrastructure, public works, and facilities types of grants. The grant writer has not applied for or written for any grants yet but is in the review process. She is working in an advisory role as they work through grants that are already on their plate.

Chairman Cressotti stated that they are scheduling meet and greet interviews for applicants who wish to serve on the new DEI Committee. The first one will be on December 12, 2022. He also mentioned that they are still accepting applications for the Public Safety Building Committee. He would like to invite Enfield's kid mayor, Tristan Courchesne, to be a special guest at the next council meeting. The pickle ball players approached him requesting another day at the Annex. They currently have Monday, Wednesday, and Friday and would like an additional day from 9:00-12:00. Tomorrow night the Enfield Together Coalition is hosting a community conversation dealing with fentanyl use in Enfield. The Rachel's Challenge pancake breakfast will take place December 18, 2022 at Enfield High School from 8:00-10:30am.

Councilor Nelson also spoke of the Enfield Together Coalition. He said that heroin and fentanyl use in Enfield is an epidemic. It is going to take the entire town to slow this down. He asked if the schools in town all have Narcan available. Ms. Zoppo-Sassu responded that she is pretty sure the nurses' offices have it.

Councilor Nelson also mentioned the indoor market and that there are a ton of vendors, some with unique handcrafted items. Lastly, he asked if there were updates concerning making port-a-potties handicapped accessible. Mr. Bielenda stated that he had a conversation with Donald Nunes, Director of Public Works,

and was told that they are having a hard time getting port-a-potties period, never mind handicap accessible ones. Availability is currently difficult.

TOWN MANAGER REPORT AND COMMUNICATIONS

Ms. Zoppo-Sassu stated that the South River Bridge project has been staged and the Cogtella house is in the process of being demolished. They launched the ARPA Non-profit Grant Program last week which is open until December 23, 2022. The Small Business Program grant is in review by the Economic Development Commission. She is in communication with Representative Arnone concerning the Public Safety Complex bond commission item. There are no bond commission meetings scheduled for December so we will be looking at January's bond commission meeting.

She had a question from someone about open space and farmland. John Wilcox pointed out that there is a \$58,000 line item for farmland preservation. She asked the chair of the Agriculture Commission to look at the open space list that they created to see if we can move that to a more center spot in our Plan of Conservation. General Government and Finance need to meet in the next couple of weeks. They are trying to find a date for Joint Security which would be an executive session about the school security report that has been compiled. There is a Public Works Subcommittee meeting on Thursday at 5:30. Public Safety will be meeting to address the referral from the last council meeting.

Mr. Bielenda announced that the Town Manager's Office hired Public Information Officer (PIO), Stephanie MacGillivray. Councilor Nelson asked if that was a newly created position. Mr. Bielenda responded by saying no, it is not a new position and that they are under budget because she is only working part-time right now. Councilor Hopkins would like to see the PIO advertise some of the parades in town. Ms. Zoppo-Sassu stated that she is already working on a calendar to avoid date conflicts with events in town. She is working on the Farmer's Market for next year and the new gazebo and summer concert series.

REPORTS OF SPECIAL COMMITTEES OF THE COUNCIL

Councilor Ludwick asked what the outcome of the aggressive dogs was. Ms. Zoppo-Sassu stated that it is being discussed and it is in Chapter 12 of our ordinances. The police department is reviewing it and conferring with the ACO to make sure there are no changes being recommended. The Town Attorney's office is also reviewing it to make sure there are no changes with state law.

UNFINISHED BUSINESS – None.

NEW BUSINESS

CONSENT AGENDA

MOTION #6429 by Councilor Nelson, seconded by Councilor Mangini to approve Consent Agenda.

Upon a SHOW-OF-HANDS vote being taken, the chair declared MOTION #6429 adopted 9-0-0.

- Transfer of funds from the Office of Early Childhood Sparkler Grant awarded to the Family Resource Center - \$3,000 appended to these minutes.

APPOINTMENTS/TOWN COUNCIL APPOINTED

MOTION #6430 by Councilor Nelson, seconded by Councilor Mangini to reappoint Carolyn Surdel (U) to the Enfield Beautification Committee for a term that expires 12/1/25.

Upon a **SHOW-OF-HANDS** vote being taken, the chair declared **MOTION #6430** adopted 9-0-0.

RESOLUTION #6431 by Councilor Mangini, seconded by Councilor Hopkins.

BE IT RESOLVED, that in accordance with Chapter VI, Section 8 (f) of the town charter, the following transfer is hereby made.

FROM: Child, Youth & Family		
Juvenile Review Board Grant	22046169-460164	\$23,000.00

TO: Child, Youth & Family Juvenile Review Board Grant

PT Salaries	22046169-512000	\$19,500.00
Social Security	22046169-522000	\$1,209.00
Medicare	22046169-522100	\$283.00
Tuition-Other	22046169-556900	\$1,000.00
Other Supplies/Materials	22046169-561000	\$1,008.00

Certification: I hereby certify that the above stated funds are available as of December 5, 2022.

/s/ John Wilcox, Director of Finance

Councilor Pyznar asked for clarification that this position is grant funded. Cindy Guerreri, Director of Social Services, stated that we are getting a grant from the Department of Children and Families as a Youth Services Bureau. The Juvenile Review Board funding will be coming through that stream.

Councilor Nelson asked if the employee is co-terminus with the grant. When the grant is gone, the employee is gone. Cindy responded that he is correct.

Councilor Ludwick asked what the Board is reviewing. Ms. Guerreri stated that the Juvenile Review Board reviews arrests of juveniles in Enfield as a diversion practice from the court system. The focus is restorative justice and diversion. Chief Fox appoints all members of the Juvenile Review Board. Councilor Mangini commented that this is truly needed and implementing it is going to be dynamic. Councilor Hopkins stated that the Juvenile Review Board is an important structure in the court system. He hopes the funding stream continues.

Councilor Nelson asked who decides whether the youth go to court or the Juvenile Review Board. Ms. Guerrerri responded that the decision maker is the Chief of Police.

Councilor Hopkins would love to see a presentation of the Juvenile Review Board so folks can see exactly what it is.

Upon a **ROLL-CALL** vote being taken, the chair declared **RESOLUTION #6431** adopted 9-0-0.

Items D and E will remain on the table.

PUBLIC COMMUNICATIONS – None.

COUNCILOR COMMUNICATIONS

Councilor Nelson stated that the Blight Commission is highly active and looking for a meeting with the top ten property concerns. Ms. Zoppo-Sassu clarified that there has been discussion about the list and there are new properties to be added. She will review the draft list, distribute it, and schedule the next meeting.

Councilor Nelson also requested a list of the top one hundred delinquent tax properties sent out to the Council. Ms. Zoppo-Sassu stated that a dozen have gone to tax sales and they are going through the process. She will provide an update as of the last grand list.

MOTION #6432 by Councilor Nelson, seconded by Councilor Mangini to adjourn the meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the chair declared **MOTION #6432** adopted 9-0-0 and the meeting stood adjourned at 8:08pm.

Respectfully submitted,

Sheila M. Bailey
Clerk to the Council
Town Clerk

Tina Demers
Secretary to the Council



Date: December 5, 2022

TOWN OF ENFIELD

**Subject: Request for Transfer of Funds from the Office of Early Childhood (OEC) Sparkler
Grant awarded to the Family Resource Center - \$3,000**

Highlights:

- Funds in Salaries are no longer needed for this grant, as staff training was held during the workday
- Funds can be transferred to Supplies and Materials and Instructional Supplies to provide additional instructional supplies and incentives for families, per grant agreement.

Budget Impact:

There will be no impact on the town budget.

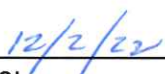
Recommendation:

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

Certification: I hereby certify that the above-stated funds are available as of December 5, 2022



John A. Wilcox, Director of Finance



Date: 12/2/22



Ellen Zoppo-Sassu, Town Manager



Date: 12/2/22

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

FROM: Child Development Center

Salaries	22040416- 511000	\$3,000
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TO: Child Development Center

Supplies/Materials	22040416- 560000	\$625
Instructional Supplies	22040416- 561100	\$2,375

Date Prepared: December 5, 2022
Prepared By: Cindy Guerreri, Director of Social Services