



AGENDA
ENFIELD TOWN COUNCIL
REGULAR MEETING
Monday, May 15, 2023
7:00 PM – Council Chambers
<https://youtube.com/live/1mWck-ChnLA>

6:55 PM – Public Hearing – Regarding the Purchase of Property Known as 810 Enfield Street per CGS7-163(e)

- 1. PRAYER – Matt Despard**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. FIRE EVACUATION ANNOUNCEMENT**
- 5. MINUTES OF PRECEDING MEETINGS**
 - Special Meeting – May 1, 2023
 - Regular Meeting – May 1, 2023
 - Special Meeting – May 3, 2023
 - Special Meeting – May 4, 2023
 - Special Meeting – May 8, 2023
 - Special Meeting – May 10, 2023
- 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**
- 12. NEW BUSINESS**
 - A. Consent Agenda**
 - 1. Discussion/Resolution:** Acquisition of Property Known as 810 Enfield Street
 - 2. Discussion/Resolution:** Resolution Setting a Public Hearing to Amend Enfield Town Code Section 82-41 Parking Violation Fines
 - 3. Discussion/Resolution:** Resolution Authorizing Town Manager to Submit an Application and Execute Assistance Agreement with State of Connecticut Department of Housing for the 2023 Community Development Block Grant Small Cities Program
 - 4. Discussion/Resolution:** Resolution Waiving the Bid Requirements for the Reconstruction of Wallop School Park Basketball Court.

5. **Discussion/Resolution:** Resolution for the Reconstruction of Wallop School Park Basketball Court using \$200,000 Funded by the American Rescue Fund Act Allocation

B. Appointment(s)–Town Council Appointed

1. **Enfield Beautification Committee** – The Term of Office of Christine Sarles (R), Expired 12/1/22. Replacement Will Be Angelica Jechanowski (R) Until 12/1/2025.
2. **Enfield Culture and Arts Commission** – The Term of Office of Stephanie MacGillivray (D) Expires 6/1/23. Reappointment Will be Until 6/1/2025.
3. **Enfield Culture and Arts Commission** – The Term of Office of Emily Clifford (U) Expires 6/1/23. Reappointment Will be Until 6/1/2025

C. 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

13. ANY OTHER BUSINESS PROPER TO COME BEFORE SAID MEETING.

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

15. COUNCILOR COMMUNICATIONS.

16. ADJOURNMENT.

*****CONSIDERED FOR REAPPOINTMENT**

OFFICE OF THE TOWN MANAGER

Date: May 15, 2023

To: Bob Cressotti, Mayor

From: Ellen Zoppo-Sassu, Town Manager

Re: PUBLIC HEARING GROUND RULES-

1. Roll Call.
2. READ BY MAYOR: The following Notice of Public Hearing was published in the Hartford Courant on Friday, May 5, 2023.

TOWN OF ENFIELD
LEGAL NOTICE

The Enfield Town Council will hold a Public Hearing in the Enfield Town Hall Council Chambers, 820 Enfield Street, Enfield Connecticut on Monday, May 15, 2023, at 6:55 P.M. to allow interested residents an opportunity to express their opinions regarding the purchase of property known as 810 Enfield Street.

Dated this 2nd day of May, 2023
Sheila M. Bailey, Town Clerk

3. Announce Ground Rules for Public Hearing:
 - a. There is no time limit, but I ask that each person not take up too much time, so that everyone will have an opportunity to speak.
 - b. After each person, who desires, has had one chance to speak, I shall permit those individuals who desire a second chance.
 - c. After those individuals who desire to speak a second time, I shall permit those individuals who desire a third, fourth, etc., time.
 - d. Please refrain from personalities.

**ENFIELD TOWN COUNCIL
MINUTES OF A SPECIAL MEETING
MONDAY, May 1, 2023**

A Special Meeting of the Enfield Town Council was called to order by Mayor Cressotti on Monday, May 1, 2023. The meeting was called to order at 5:15 pm.

ROLL-CALL – Present were Councilors Cekala, Cressotti, Despard, Finger, Hopkins, Ludwick, Mangini, Nelson, Pyznar, and Unghire. Councilor Santanella was absent. Also present were Town Manager, Ellen Zoppo-Sassu; Assistant Town Manager, Steven Bielenda; Town Attorney, James Tallberg; Director of Finance, John Wilcox; and Town Clerk, Sheila Bailey.

BUDGET DISCUSSION – Town Clerk Sheila Bailey presented the proposed FY2023/2024 budget for the Town Clerk Department and Records Manager. A copy of the presentation is appended to these minutes.

MOTION #6581 by Councilor Mangini seconded by Councilor Finger to go into Executive Session to discuss pending litigation, Sarah Hernandez v. Town of Enfield, Granger, and Driscoll.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #6581** adopted 10/0/0.

EXECUTIVE SESSION

The Executive Session of the Enfield Town Council was called to order by Chairman Cressotti at 5:36pm.

Chairman Cressotti reconvened the Special Meeting at 6:00 pm and stated during executive session there were no votes or actions taken by the Council.

MOTION #6582 by Councilor Nelson, seconded by Councilor Mangini to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #6582** adopted 10-0-0, and the meeting stood adjourned at 6:01pm.

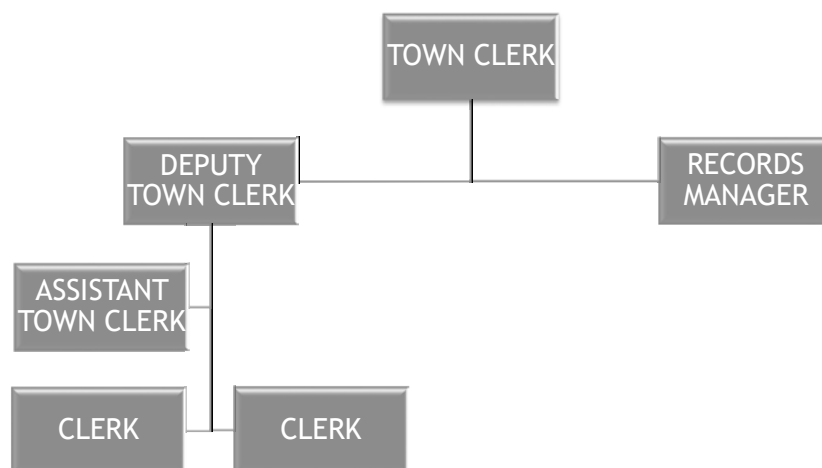
Respectfully submitted,

Sheila M. Bailey
Clerk of the Council
Town Clerk

Town Clerk Budget

Fiscal Year 2023-2024

Organizational Chart



Summary of Services - Town Clerk

SERVICES	FY2022 ACTUAL	FY2023 YTD JUL-APR	FY2023 ESTIMATES
Land Instruments Recorded	21,663	14,968	18,565
Maps Recorded	45	12	15
Marriages Recorded	251	205	235
Births Recorded	317	258	306
Deaths Recorded	417	398	450
Servicemen's Discharges Recorded	43	43	50
Marriage Licenses Issued	150	105	130
Dog Licenses	3,465	869	3,500
Vendor/Food Truck Permits	6	0	0
Sports Licenses	238	185	245
Trade Name Certificates	70	73	80
Liquor Licenses	41	33	38
Notary Registrations Recorded	83	81	92
Notary Services	349	321	380

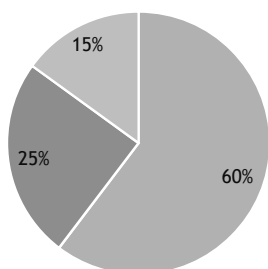
Proposed Budget - Town Clerk

	FY 2023 Adopted	FY 2024 Proposed	% Change
Professional Development	800	1350	68.8
Other Professional Services	19,700	19,700	0
Technical Services	7,500	6,500	(-13.3)
Equip Repair & Maintenance	700	700	0
Other Purchased Services	8,100	8,100	0
Telephone	750	750	0
Postage	8,900	8,550	(-3.9)

Proposed Budget - Town Clerk

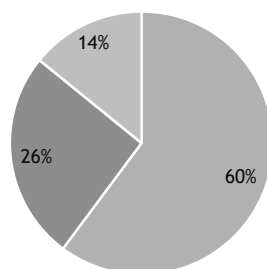
	FY 2022 Adopted	FY 2023 Proposed	% Change
Advertising	5,000	5,000	0
Printing & Reproduction	17,060	15,060	(-11.7)
Copying & Reproduction	100	150	50.0
Travel	125	276	120.8
Other Purchased Services	400	200	(-50.0)
Office Supplies	9,5000	9,500	0
Dues & Fees Subscriptions	340	400	17.6

Adopted Budget - Town Clerk FY23
\$526,464



- FY23 Salaries
\$317,613
- FY23 Benefits
\$129,876
- FY23 Expenses
\$78,975

Proposed Budget - Town Clerk FY24
\$538,586



- FY24 Salaries
\$324,114
- FY24 Benefits
\$138,236
- FY24 Expenses
\$76,236

FY24 Proposed Change 2.3%

Records Management

The Record Management Division of the Town Clerk's office is responsible for the planning, organizing, and controlling of a town-wide records management program. This includes the following:

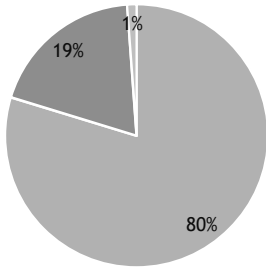
- ▶ The archiving of inactive records
- ▶ Identification of records that have met their retention requirements
- ▶ Drafting of disposal authorizations to the State Public Records Administrator
- ▶ Retrieval of inactive records at the request of departments/divisions
- ▶ Assists departments with record management questions and strategies

Expense - Records Management

	FY 2023 Adopted	FY 2024 Proposed	% Change
Disposal Services	400	1,765	341.3*
Telephone	125	125	0
Postage	30	30	0
Office Supplies	465	465	0

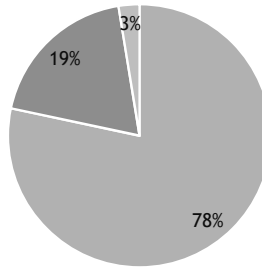
*Disposal fees increased 66%. Anticipated higher usage due to Electronic Records Management Policy #4 adopted in 2022 and ongoing reorganization of records within town departments.

Adopted Budget - Records Management FY23 \$88,283



- FY22 Salaries
\$70,380
- FY22 Benefits
\$16,883
- FY22 Expenses
\$1,020

Proposed Budget - Records Management FY24 \$92,539



- FY23 Salaries
\$72,492
- FY23 Benefits
\$17,662
- FY23 Expenses
\$2,385

FY24 Proposed Change 4.8%

**ENFIELD TOWN COUNCIL
MINUTES OF A REGULAR MEETING
MONDAY, May 1, 2023**

A Regular Meeting of the Enfield Town Council was called to order by Mayor Cressotti on Monday, May 1, 2023. The meeting was called to order at 7:00pm.

PRAYER – The Prayer was given by Mayor Cressotti.

PLEDGE OF ALLEGIANCE – The Pledge of Allegiance was recited.

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

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

MINUTES OF PRECEDING MEETINGS

MOTION #6583 by Councilor Nelson, seconded by Councilor Pyznar to accept the minutes of the special meeting on April 17, 2023.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #6583** adopted 9-0-1. Councilor Despard abstained.

MOTION #6584 by Councilor Mangini, seconded by Councilor Nelson to accept the minutes of the regular meeting on April 17, 2023.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #6584** adopted 10-0-0.

SPECIAL GUESTS- None.

PUBLIC COMMUNICATIONS

Jack Sheridan, 7 Buchanan Rd.

Mr. Sheridan remarked that he has observed over the past fifty years that many of the people who sit on the Council move out of town as soon as they retire. They move to a town where you can vote on the budget. He said it is the same for the BOE. He thinks that this budget is out of control. He is 85 years old, and he is trying to pay his bills. There are a lot of people in town fighting the fight and trying to make ends meet.

Robert Bukowski, 21 Francis Ave.

Mr. Bukowski wanted to submit a police report that verifies the issues that they have been dealing with regarding Jimmy's Pub. His neighbor will be submitting a petition signed by 26 residents out of 31 households on Francis Avenue. They are requesting resident only parking. She will also be submitting photos that verify the issues. He hopes that they bring this to a vote in a timely manner and vote in favor of the resident only parking.

Susan Budd, 2 Francis Ave.

Ms. Budd submitted the petition and a set of photos to the Council. She asked that the Council view the photos. She also mentioned that on Friday night two people got into the back seat of a car right in front of her house and twenty minutes later got out and fixed their clothes and kissed goodbye.

Joel Budd, 2 Francis Ave.

Mr. Budd asked if the issue is resolved yet and if they worked something out with the parking lot across the street. He said it just keeps getting worse. Every time someone new parks in front of his house, they get out and slam the door and his dog starts going crazy, and this is at all hours of the night. To wait until July for the outcome is ridiculous.

Chairman Cressotti declared Public Communications closed.

COUNCILOR COMMUNICATIONS

Councilor Mangini asked for a status update on the Rotary Playground at the library.

She also asked about a report of a large branch stuck in the wires in front of 85 Middle Road. She said it has been there since November or December and she thought someone was supposed to take care of it, but it is still there.

At 70 Middle Road there is a payloader parked on someone's lawn, and a cut in the road with cones around it. Cars are going in the other lane to go around it and it is near the school, so she was concerned about safety.

She also stated that a resolution was passed back in 2018 regarding the Captain Thomas Abbey Statue. The Town and Council agreed to ownership of the monument. It needs to be cleaned and the area around it needs to be cleaned. The Daughter's of the American Revolution would like the town to take ownership of this. It is an eyesore to the town right now.

Councilor Despard mentioned that this Saturday, May 6, 2023, Matt's Sports Cards in Hazardville will be celebrating their 49th year in business. They are teaming up with national free comic book day and a local food shelf to host an anniversary bash. It is a great way to support a local business that has been here a long time.

Councilor Pyznar mentioned that on May 28, 2023 at 1:00pm the Veteran's Council will be sponsoring the Annual Memorial Day Parade. This year will be more community friendly and if you have a group that would like to march you can contact Lucien Lefevre at (860)463-7168.

She also mentioned that she and Mayor Cressotti were at Parkway Pavilion last week to do a proclamation and honor Diane Sokol who retired after 38 years. She has done a tremendous job for our seniors, and she will be missed.

Councilor Unghire announced that this Thursday they are having the National Day of Prayer on the green at 6:30pm. It does not matter what faith you are or what church you attend.

She reminded residents that there is no back and forth during public comments. They do not respond to questions, or it would take too long. They respond later when it is their turn.

She thanked Ms. Budd for her photos and hopes that they get some answers.

Councilor Hopkins asked for an update on the Jimmy's Pub parking issue. He said he raised the possibility of enforcing it though a towing situation since folks are not taking the parking tickets seriously. Folks should not have to deal with vomit and beer bottles in front of their houses every night.

Councilor Nelson stated that there is nothing that can currently be done if the pub owner is within his license. He said it is not up to the Council to shut down a street because of a business that has been there. The decision is out of the Council's hands, they can't control P&Z.

Chairman Cressotti read a proclamation for KITE.

WHEREAS, one of the Town of Enfield's priorities to protect children from harmful marketing and to promote commercial free time and space for all children; and

WHEREAS, technology negatively impacts kids if they spend so much time on screens that they withhold eating, sleeping, doing their homework, and spending time with friends and family; and

WHEREAS, too much screen time can cause physical ailments such as blurred vision, headaches, discomfort, and eye strain; and

WHEREAS, excessive use of technology can cause mental health issues such as depression and anxiety and can also reduce self-confidence, life satisfaction, and emotional stability; and

WHEREAS, when children learn to balance their digital screen usage with offline activities, the harms associated with digital screen use are decreased; and

WHEREAS, the citizens of Enfield Connecticut stand firmly committed to the health and welfare of its youngest citizens and oldest citizens; and

WHEREAS, the Town of Enfield is joining KITE, Enfield Schools, Social Services, Family Resource Center and the Enfield Child Development Center to host Enfield unplugged week which takes place this week May 1 through May 7 where the community reduces and unplugs from digital entertainment for one week to enjoy life beyond the screen.

THEREFORE, BE IT RESOLVED, that I, Robert Cressotti, the Mayor of the Town of Enfield, on behalf of the Town Council, Town Administration, and the entire community do hereby proclaim this week, May 1st to the 7th as Enfield Unplugged Week.

Chairman Cressotti mentioned that he and Councilor Cekala attended a business meeting with the Hispanic Business community last night. They addressed a couple of concerns that will be addressed moving forward. He is asking if there is any space for them to use at the Alcorn gym for them to practice their ethnic dances. They are also looking for a space to keep their attire.

Chairman Cressotti also shared that Councilor Pyznar sent around an email about Enfield Produce raising money for a mural that they would like to put on the side of their building. They are looking to raise \$10,000 and have residents go in and paint. There is a GOFUNDME page at Enfield Mural.

TOWN MANAGER REPORT AND COMMUNICATIONS

Town Manager Ellen Zoppo-Sassu stated that the Rotary playground is not currently on the Capital Improvement list. She sent an email and has not gotten a price back for replacing the surface. She does, however, believe it is going to be in excess of \$100,000 so they will need to see what that looks like when it comes to the CIP deliberations.

She stated that regarding the Thomas Abbey Statue, \$480 is given to the Congregational Church for the lease and right-of-way and with that money they are supposed to maintain that area.

She highly recommends that the Council refer the petition that was received about the Jimmy's Pub issue to the traffic division so they can weigh in on their ideas for a formal resolution. Mr. Bedard can't move forward with a site plan application without having parking identified to accompany that plan. He has been looking for people to lease him space. They are still waiting to see if the Carr Hardware parking lot is going to be an option. The police department has chosen a vendor for the ticketing software that needs to be in place to continue to maintain accountability. The software that was chosen is a \$14,000 annual fee.

National Prevention Week is starting next week, and the town has a bunch of activities planned to draw attention to substance misuse and overdoses. The Council is emailed every time there is a Narcan save and there are too many of those emails. There will be a Community Conversation on opioids and substance misuse next Tuesday at JFK. It is a free event and dinner will be served. The Department of Social Services, Enfield EMS, Enfield Police, North Central Health District, and the Town of Enfield will all be in attendance.

Nelson Tereso has had a series of conversations with Impact Residential Development following last week's meeting about them looking at their plan and addressing some of the parking issues. She believes the Council will be seeing a new plan within the next few weeks.

We have a World War II veteran in Enfield who will be celebrating his 100th birthday on Sunday. They are looking to do a drive-by parade on Thursday. Once the date, time and starting point are confirmed she will send the information out. His name is Silvio Sarno, and his birthday is May 7.

The quote to resurface the library playground of \$275,000 came in to resurface the library playground.

She asked that members of the Council review Chapter VI of the Town Charter over the next few days. Chapters 1-4 spell out the Council's responsibilities for the budget. It explains how budgets are adopted.

Councilor Unghire mentioned that the Leisure Subcommittee discussed the library playground this past week. She said she reached out to the Rotary president and asked if they would be willing to put some money towards that expense.

Ms. Zoppo-Sassu mentioned that there is a lot of grant money that is out there that we are looking into.

REPORT OF SPECIAL COMMITTEES OF THE COUNCIL – None.

UNFINISHED BUSINESS

-Update Concerning the Proposed Fixed Tax Assistance Agreement for Fast Track Realty, Inc.

Ms. Zoppo-Sassu stated that there has been feedback from the Council and outside counsel. Presented information including reference to Connecticut General Statute 12-65b which is the state law that allows municipalities to do tax abatements, tax incentives, and tax assistance programs. It is an economic development tool. We have chosen to use this with Fast Track Realty as a fixed tax assistance agreement. Fast Track Realty will be paying the same tax bill that Mass Mutual paid at the same level based on a valuation. We do not want to take a hit on our grand list. This is not an abatement; no taxes are being taken away from Enfield. There are assurances that were added to the agreement. The agreement does not get signed until everything is in place including the site plan and Capital Stack funding. There is zero risk for the town at this point with the agreement. We don't want this to be a piece that holds Mr. Borgia up from advancing all the other pieces. Taxes will remain the same. After the first certificate of occupancy the zero-tax piece will kick in for ten years. After ten years everything goes back to 100%. For the first ten years we continue to collect the same amount of taxes based on the \$32 million valuation. If the campus continues to devalue, the taxes will decrease.

MOTION #6585 by Councilor Cekala, seconded by Councilor Finger to approve the ten-year fixed tax agreement to Fast Track Realty Inc. as proposed.

Councilor Ludwick stated that this is Plan B and excludes Brainerd Park. He appreciates the part where if something changes, they have the right to relook at an agreement.

Councilor Hopkins just wanted to clarify if the entity no longer owns it, would it nullify the agreement. Attorney Tallberg stated that in Section 8 there is a provision that requires Town Council approval before there is an assignment of the agreement.

Upon a **ROLL-CALL** vote being taken, the Chair declared **MOTION #6585** adopted 9-0-1. Councilor Nelson abstained.

-Disposition of a Town-Owned Asset – Nathan Hale School – 5 Taylor Road

Ms. Zoppo-Sassu stated that she spoke with Superintendent Drezek twice to find out when there might be some correspondence from the state regarding our request for forgiveness. She said he was given a new contact for the state that he will pursue in the morning. She recommended continuing to table this item. The item remains tabled.

NEW BUSINESS

CONSENT AGENDA

Councilor Hopkins is not in support of Item 3 going to public hearing and requested the item be removed from the Consent Agenda.

MOTION #6586 by Councilor Despard, seconded by Councilor Cekala to accept the Consent Agenda items.

1. Resolution authorizing the Town Manager to sign and submit the Continuation Application for the School Readiness Grant for FY 2024 and enter into an agreement as awarded by CT office of Early Childhood.
2. Accept the 23/24 Capital Improvement Plan as approved by Planning and Zoning Commission. Copy is appended to these minutes.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #6586** adopted 9-0-0. Councilor Unghire having left the meeting.

Councilor Ludwick just wanted to be clear that Item 3 is just to set a public hearing.

Councilor Nelson asked if they could get clarification from Councilor Hopkins why he does not want a public hearing. Councilor Hopkins responded that he thinks that this is a bad expense for the town. We are trying to cut things to reduce the tax impact on the public. It is \$400,000 with probably more expenses added on. He is not against public hearings, but he thinks more attention needs to be drawn to this. Councilor Despard asked for clarification that this is the property we voted to invest in to put bathrooms on.

RESOLUTION #6587 by Councilor Mangini, seconded by Councilor Nelson.

BE IT RESOLVED, that the Enfield Town Council does hereby schedule a public hearing regarding the purchase of property known as 810 Enfield Street to be held on May 15, 2023 to begin at 6:55 PM

in the Council Chambers of the Enfield Town Hall, which is located at 820 Enfield Street, Enfield, Connecticut 06082 in order to receive public comment.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #6587** adopted 8-1-0. Councilor Hopkins voted against.

RESOLUTION #6588 by Councilor Mangini, seconded by Councilor Cekala.

BE IT RESOLVED, that the Town Council approves the recommendation of the Town Attorney to serve a Rule 68 Offer of Compromise in the matter of Sarah Hernandez v. Town of Enfield, et al, as discussed in the executive session.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #6588** adopted 9-0-0.

RESOLUTION #6589 by Councilor Mangini, seconded by Councilor Nelson.

BE IT RESOLVED, that the Town Manager, Ellen Zoppo-Sassu, is authorized to enter into an agreement for purposes of collection of services in the name and on behalf of the Town of Enfield with Green Law, P.C., subject to review and approval of the Town Attorney, in the matter of Robert Granger Estate, as discussed in Executive Session.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #6589** adopted 9-0-0.

RESOLUTION #6590 by Councilor Nelson, seconded by Councilor Mangini.

BE IT RESOLVED, that the Town Manager, Ellen Zoppo-Sassu, is authorized to enter into an agreement for purposes of collection of services in the name of and on behalf of the Town of Enfield with Green Law, P.C., subject to review and approval of the Town Attorney, in the matter of David Driscoll Health Insurance Reimbursement, as discussed in Executive Session.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #6590** adopted 9-0-0.

RESOLUTION #6591 by Councilor Nelson, seconded by Councilor Mangini.

BE IT RESOLVED, that the Town Manager is empowered to enter into the attached Lease Agreement in the name and on behalf of the Town of Enfield, with Collins Powder Hill Farm, LLC.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #6591** adopted 9-0-0.

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

PUBLIC COMMUNICATIONS

Robert Bukowski, 21 Francis Ave.

Mr. Bukowski thanked the Town Manager for her advocacy regarding the software package. However, that solves the problem in years from now when they try to renew. It does not help with “Lover’s Lane”

now. He believes that the Town Manager/Town Council is directly responsible for parking in town and not the Police Chief. It is his opinion that the Council has the authority to deal with parking issues. P&Z will have an effect on parking with permits that they issue or do not issue. There will be parking on the street if he is granted the entertainment license and if they don't renew the temporary ban, the streets will be full again. He will continue to fight for no entertainment, little entertainment, and off-site parking. This is a real issue that needs to be addressed.

Jack Sheridan, 7 Buchanan Rd.

Mr. Sheridan stated that buying 810 Enfield Street is taking it off the tax rolls.

Susan Budd, 2 Francis Ave.

Ms. Budd asked Councilor Nelson about him saying that the Council has nothing to do with parking. She said P&Z told them they were only for entertainment. She asked if they were in the right spot to speak for a decision to be made.

Elaine DeRoy, 23 Francis Ave.

Ms. DeRoy would like resident only parking signs on her street and have violators towed at their own expense. Even if there is only parking on one side, the issues will still happen. It is a quiet, respectful street and they would like to keep it that way.

COUNCILOR COMMUNICATIONS

Councilor Nelson stated that if the entertainment license is denied the parking goes back to what it was before. P&Z has parking regulations that they should follow. The Council can only do permanent, no parking on the street. If it somehow passes, then the residents should come back to the Council. The Council has no say over P&Z. He suggested that they go to the P&Z meetings.

Councilor Hopkins agrees that we do need to think about what will happen with each scenario because he does not want this to continue happening for the residents. We need to see what happens on the other side first.

ADJOURNMENT

MOTION #6592 by Councilor Finger, seconded by Councilor Mangini to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken the Chair declared **MOTION #6592** adopted 9-0-0 and the meeting stood adjourned at 8:17pm.

Respectfully submitted,

Sheila M. Bailey
Clerk of the Council
Town Clerk

Tina Demers
Secretary of the Council

TOWN OF ENFIELD, DPW						
FY 24 CAPITAL IMPROVEMENT PLAN						
Item	Requesting Department	FY 24 Schools Included		FY 24 Schools NOT Included		Notes
		Cost (\$)		Cost (\$)		
Professional/Engineering Services	DPW Admin	\$ 187,500.00	\$	187,500.00	Yes	High
DPW Administration Subtotal		\$ 187,500.00	\$	187,500.00		
Misc. School Facilities	B&G	\$ 50,000.00	\$	50,000.00	Yes	High
School HVAC Inspection - Every 5 years	B&G	\$ 150,000.00	\$	150,000.00	Yes	High
		\$ -	\$	-		State requirement
Candall boiler replacement Design	DPW Admin	\$ 20,000.00	\$	-	Yes	Low
El Whitney Roof Remainder	DPW Admin	\$ 75,000.00	\$	75,000.00	No	High
El Whitney Boiler 2 replacement	B&G	\$ 400,000.00	\$	-	Yes	High
		\$ -	\$	-		Covering the cost of project change orders
Enfield Street Door Replacement	DPW Admin	\$ 128,000.00	\$	-	Yes	High
Hazardville Memorial Roof Remainder	DPW Admin	\$ 60,000.00	\$	60,000.00	No	High
Hazardville Windows/Window Walls	B&G	\$ 800,000.00	\$	-	No	High
Hazardville boiler replacement(both)	B&G	\$ 800,000.00	\$	-	No	Medium
Hazardville Memorial Steam Pipe Replacement	B&G	\$ 250,000.00	\$	-	No	Medium
Hazardville Memorial School Parking Lot	B&G	\$ 492,400.00	\$	-	No	High
		\$ -	\$	-		
		\$ -	\$	-		
Schools Subtotal		\$ 3,725,400.00	\$	395,000.00		
Misc. Town Facilities	B&G	\$ 50,000.00	\$	50,000.00	Yes	High
Boiler Water Treatment	DPW Admin	\$ 52,000.00	\$	52,000.00	Yes	High
ACW abatement	DPW Admin	\$ -	\$	150,000.00	Yes	Medium
		\$ 50,000.00	\$	50,000.00	Yes	High
Ballfield Upgrades (Misc. Maintenance/Repairs All Fields)		\$ -	\$	-		
		\$ -	\$	-		
Enfield Annex Pool - Diving Block Replacement	B&G	\$ 20,000.00	\$	20,000.00	Yes	High
Enfield Annex - Gym Floor Repair and Finish	Library	\$ 75,000.00	\$	75,000.00	Yes	High
Enfield Annex Pool Dehumidification & Heating Unit Replacement	DPW Admin	\$ -	\$	500,000.00	Yes	High
Annex Generator Replacement	DPW Admin	\$ 200,000.00	\$	200,000.00	Yes	High
Track and Turf Field Replacement	DPW Admin	\$ 612,500.00	\$	612,500.00	Yes	High
Exterior Pickleball Complex	B&G	\$ 750,000.00	\$	750,000.00	Yes	High
Rest Room Renovations Library (104 Middle Rd)	Library	\$ 150,000.00	\$	150,000.00	Yes	Medium
DPW Fuel Tank Replacement multi phase	DPW Admin	\$ 827,000.00	\$	827,000.00	Yes	High
Fleet Oil Storage	Fleet	\$ 13,000.00	\$	13,000.00	Yes	High
Carpet Replacement SIC Admin Office	DPW Admin	\$ 20,000.00	\$	20,000.00	Yes	Low
Sign Shop Improvements	Highway	\$ 40,000.00	\$	40,000.00	No	Medium
Standby Generator and Shore Power	EMS	\$ 60,000.00	\$	60,000.00	Yes	High
Replacement gate with power opener for Dog Pound	B&G	\$ 25,000.00	\$	25,000.00		
Pearl Street Library Electrical Distribution Upgrades	DPW Admin/B&G	\$ 40,000.00	\$	40,000.00	Yes	Medium
		\$ -	\$	-		Exploratory scope
Electrical Distribution Upgrades TH	DPW Admin/B&G	\$ 50,000.00	\$	50,000.00	Yes	Medium
Carpet replacement Town Hall	DPW Admin/B&G	\$ 200,000.00	\$	200,000.00	Yes	Low
Town Hall Bathroom Renovations	DPW Admin/B&G	\$ 300,000.00	\$	300,000.00	Yes	High
Town Hall exterior paint and millwork	DPW Admin/B&G	\$ 100,000.00	\$	100,000.00	Yes	High
Town Facilities Subtotal		\$ 3,654,500.00	\$	4,284,500.00		Columns, cupola, gutter boxes etc. Lead paint abatement necessary
B&G Boom Lift, little Genie electric for Annex/HK/ETS	B&G/Custodial	\$ -	\$	60,000.00	Yes	High
Utility Tractor Annex w/flow and blower	B&G/Custodial	\$ 60,000.00	\$	60,000.00	Yes	High
Blower Attachment for J/K Tractor	B&G	\$ 60,000.00	\$	60,000.00	Yes	High
2 80' mowers	B&G	\$ -	\$	-		High
Square Scrubbers		\$ -	\$	-		

TOWN OF ENFIELD, DPW						
FY 24 CAPITAL IMPROVEMENT PLAN						
Friday, March 17, 2023						
Item	Requesting Department	FY 24 Schools Included Cost (\$)	FY 24 Schools NOT Included Cost (\$)	Form Submitted	Priority	Notes
B&G enclosed trailers for mowers	B&G/Custodial	\$ 15,000.00	\$ 15,000.00	Yes	Medium	
Auto Scrubber Machines	B&G/Custodial	\$ -	\$ -	Yes	Low	
Scrubbers x2	B&G/Custodial	\$ -	\$ 17,000.00	Yes	Low	
Rigid Sersnake and line locator	B&G/Custodial	\$ -	\$ -	Yes	High	
Bathroom Cleaning Machines (5)	B&G/Custodial	\$ 16,000.00	\$ 16,000.00	Yes	High	
Fork Lift	Fleet	\$ 65,000.00	\$ 65,000.00	Yes	Medium	Replacing machine from 1995
Shop Compressor		\$ -	\$ -			
A/C Reclaimer		\$ -	\$ -			
Back Hoe	Highway	\$ 145,000.00	\$ 145,000.00	Yes	Medium	
DPW Equipment Subtotal		\$ 361,000.00	\$ 498,000.00			
Storm Sewer Relining	Highway	\$ 500,000.00	\$ 500,000.00	Yes	High	
DPW Town Wide Subtotal		\$ 500,000.00	\$ 500,000.00			
Freshwater Pond Forebay Dredging - Army Corp Maintenance	Engineering	\$ 250,000.00	\$ 250,000.00	Yes	High	
Orlando Drive Culvert replacement increase	Engineering	\$ 125,000.00	\$ 125,000.00	Yes	High	
Contribution to Roads 2021	Engineering	\$ 500,000.00	\$ 500,000.00	No	High	
Kimberly Drive drainage outlets	Engineering	\$ 350,000.00	\$ 350,000.00	Yes	High	
Townwide Road Crack Seal Program	Engineering	\$ 75,000.00	\$ 75,000.00	Yes	High	
Engineering Subtotal		\$ 1,300,000.00	\$ 1,300,000.00			
Engineering - Transportation Vehicle Transit Connect (0688)	DPW	\$ -	\$ 35,000.00	No	High	
Engineering - Van, transit connect (0706)	DPW	\$ 36,000.00	\$ 36,000.00	No	High	
Ford Ranger Pick Up - Fleet	DPW	\$ 38,040.00	\$ 38,040.00	No	Medium	
R450 Utility - Highway	DPW	\$ 81,000.00	\$ 81,000.00	No	Medium	
Dump Truck-Highway	DPW	\$ -	\$ 273,891.00	No	Medium	WRP HAS (3) REQUESTED for FY24
HD Dump Truck for Hot Patch	DPW	\$ 300,000.00	\$ 300,000.00	No	Medium	
Claw Truck for Bulky Waste/Storm Cleanup	DPW	\$ 260,000.00	\$ 260,000.00	No	Low	
Side Load Refuse Truck (1)	DPW	\$ 448,877.00	\$ 448,877.00	No	High	WRP HAS (2) REQUESTED for FY24
Community Development - Bolt EV	DPW	\$ 37,280.00	\$ 37,280.00	No	High	
Ambulance Cabin Renount	EMS	\$ 240,882.53	\$ 240,882.53	Yes	High	Includes stretcher mount in cost, 52k
Ambulance RAM 4500	EMS	\$ 284,920.00	\$ 284,920.00	Yes	High	Stretcher mount costs to be included in FY25
10 Police Cruisers upfitted with equipment per form 75k each	Police	\$ 750,000.00	\$ 750,000.00	Yes	High	Includes light, siren etc. upfitting
Dial-a-ride bus	DPW	\$ 83,689.00	\$ 83,689.00	No		Paid for with Grant Funds. Not included in vehicle total.
Dial-a-ride bus	DPW	\$ 83,689.00	\$ 83,689.00	No		Fund or do not fund?
BOE Courier - Bolt EV	DPW	\$ 37,280.00	\$ 37,280.00	No		
DPW Vehicles Subtotal		\$ 1,165,917.00	\$ 1,473,808.00			
Non DPW Vehicles Subtotal		\$ 1,461,702.53	\$ 1,461,702.53			
All Vehicle Subtotal		\$ 2,625,619.53	\$ 2,935,510.53			
EPD Vehicle Storage Expansion Project	Police	\$ 400,000.00	\$ 400,000.00	No	High	Resolution 0393
Shaker Pines Spillway	Town Council	\$ 75,000.00	\$ 75,000.00	No	Medium	For Town owned buildings
EMS AED's	EMS	\$ 26,272.28	\$ 26,272.28	Yes	Medium	
EPD Street Camera Project	Police	\$ 185,000.00	\$ 185,000.00	Yes	Medium	
EPD Radio System Refresh	Police	\$ 778,150.38	\$ 778,150.38	Yes	High	
EPD Pistol Optics	Police	\$ 68,150.00	\$ 68,150.00	Yes	Medium	
Non DPW Capital Total		\$ 1,592,581.66	\$ 1,592,581.66			
Collection Advance Roadwork	WPC	\$ 200,000.00	\$ 200,000.00	Yes	Medium	
Sewer Relining	WPC	\$ 300,000.00	\$ 300,000.00	Yes	Medium	
CMAA Program	WPC	\$ 650,000.00	\$ 300,000.00	Yes	Medium	
Gilt Feasibility Study	WPC	\$ 284,000.00	\$ -	Yes	High	Fund through operating budget
On-Call Sewer line repairs	DPW/WPC	\$ 120,208.00	\$ 120,208.00	No	High	
WPC Crane Service Truck	DPW/WPC	\$ 33,476.00	\$ 33,476.00	No	High	
WPC Admin Car	WPC	\$ 500,000.00	\$ 500,000.00	Yes	Medium	
Pleasant Hill Lift Station Upgrades	WPC	\$ 100,000.00	\$ 100,000.00	Yes	Medium	
Pump Station Upgrade Fund	WPC	\$ 827,000.00	\$ -	Yes	Medium	Fund through operating budget
Sewer Line Replacement Fund	WPC	\$ 827,000.00	\$ -	Yes	High	Multi-year - 3 years of funding
Sewer Ordinance Update Study	WPC	\$ 827,000.00	\$ -	Yes	High	Multi-year - 3 years of funding
Simon Rd Lift Station Upgrades	WPC	\$ 700,000.00	\$ -	Yes	High	Multi-year - 4 years of funding
South River St Foremain	WPC	\$ 827,000.00	\$ -	Yes	High	Multi-year - 3 years of funding
South River St Lift Station	WPC	\$ 827,000.00	\$ 827,000.00	Yes	High	Multi-year - 4 years of funding
Indian Run Lift Station	WPC	\$ 827,000.00	\$ -	Yes	High	Multi-year - 3 years of funding
Sharp Street Lift Station	WPC	\$ 600,000.00	\$ -	Yes	High	Multi-year - 2 years of funding
South Maple Street Lift Station	WPC	\$ 827,000.00	\$ -	Yes	High	Multi-year - 3 years of funding
West Shore Lift Station	WPC	\$ -	\$ -	Yes	High	Previously funded through 24S*
Spearle St Lift Station	WPC	\$ -	\$ -	Yes	High	Previously funded through 308*
Taylor Rd Lift Station	WPC	\$ 7,622,694.00	\$ 3,207,684.00	Yes	High	
Water Pollution Control Total		\$ 7,622,694.00	\$ 3,207,684.00			

TOWN OF ENFIELD, DPW						
FY 24 CAPITAL IMPROVEMENT PLAN						
Friday, March 17, 2023						
Item	Requesting Department	FY 24 Schools Included Cost (\$)	FY 24 Schools NOT Included Cost (\$)	Form Submitted	Priority	Notes
DPW Total Without Roof Account Reimbursement		\$ 10,872,317.00	\$ 8,578,806.00			
School Roof Account Reimbursement: Non Negotiable		\$ 135,000.00	\$ 135,000.00			
DPW Total		\$ 11,007,317.00	\$ 8,713,806.00			
Non DPW Vehicles		\$ 1,461,702.53	\$ 1,461,702.53			
Non DPW Capital Projects		\$ 1,592,581.66	\$ 1,592,581.66			
TOTAL		\$ 14,061,601.19	\$ 11,768,092.19			
Water Pollution Control		\$ 17,622,684.00	\$ 3,207,684.00			
GRAND TOTAL		\$ 21,684,285.19	\$ 14,975,776.19			

LEASE AGREEMENT

THIS INDENTURE made this _____ day of April 2023, by and between the **TOWN OF ENFIELD**, a municipal corporation in the County of Hartford, State of Connecticut, hereinafter called the "Lessor" and **COLLINS POWDER HILL FARM, LLC**, of the Town of Enfield, County of Hartford and State of Connecticut, hereinafter called the "Lessee".

WITNESSETH:

1. **LEASED PREMISES.** In consideration of the rents hereinafter reserved and all terms, conditions, covenants and agreements hereinafter contained, the Lessor hereby leases and demises to the Lessee, and the Lessee hereby hires, leases and takes from the Lessor unimproved real estate consisting of 11+/- acres located on Town Farm Road, Enfield, Connecticut, said demised premises being those farmed by the Lessee in recent years and part of a 173+/- acre Town parcel more particularly described in Exhibit A, attached hereto, and shown on a certain plan on file with the Town Clerk's office, in Book of Maps Volume 226, Pages 3321-3324.

2. **USE.** Although the Lessor makes no representations or warranties as to the suitability of the premises for farming and agricultural activities, or for the growing of crops, the Lessor allows the Leased premises to be so used by the Lessee. Should the premises not be suitable for the intended purpose, the Lessee's remedy is limited to return of the Rent. Aerial spraying of any kind is expressly prohibited.

3. **TERM.** The term of this Lease shall commence on April 1, 2023 and shall terminate on October 31, 2023.

4. **RENT.** The Lessee shall pay the Lessor \$100 per acre, for a total rental of \$1,100, which amount is due and payable in full, without necessity of demand, upon the signing of this lease.

5. TAXES ON LESSEE'S PROPERTY. Lessee shall be solely responsible for and agrees to pay, prior to delinquency, any and all taxes, assessments, levies, fees or other governmental charges of whatever kind or nature levied or assessed upon, against or with respect to all equipment and other personal property of any kind owned by Lessee or placed, installed or located in, upon or about the Premises.

6. COMPLIANCE WITH LAW. Lessee shall, at its cost, promptly observe and comply with all provisions of the law including, without limitation, all requirements of all governmental authorities, now or hereafter in force which pertain to or affect the Premises, the Lessee's use of the Premises, the conduct of any business on the Premises, or the making of any repairs, alterations, or improvements of or to the Premises.

7. LIABILITY INSURANCE. The Lessee will provide and keep in force, for the benefit of the Lessor, general accident and public liability insurance policies, protecting Lessor against any and all Liability occasioned by accident or disaster in the amount of \$1,000,000.00 in respect to any one accident or disaster, and \$1,000,000.00 in respect to injuries to any one person, \$1,000,000.00 property damage, and said liability policies shall cover the demised premises. Lessor shall be named as an additional insured on the liability policy. A liability policy covering the Lessor and Lessee, as their interests may appear shall be deemed in compliance with the provisions of this covenant. Lessee shall deposit with Lessor certificates of such insurance at or prior to the execution of this Lease and thereafter within ten (10) days prior to the expiration of such policies. Such policies shall provide that they may not be canceled without at least ten (10) days prior written notice to Lessor.

In the event that Lessee shall fail to deliver to Lessor certificates of such insurance, Lessor may cause such insurance to be issued and bills for the premiums therefor shall be rendered by Lessor to Lessee at such times as Lessor may elect, and shall be due from and payable to Lessee when rendered and the amount thereof shall be deemed to be, and paid as, additional rental.

8. INDEMNIFICATION. The Lessee shall at all times defend, indemnify and hold harmless the Lessor and its employees, officers, agents and servants, on account of any and all claims, damages, losses, litigation, expenses, counsel fees, and compensation arising out of injuries (including death) sustained by, or alleged to have been sustained by the employees or agents of the Lessor or Lessee, and from injuries (including death) sustained by, or alleged to have been sustained by the public, any or all persons on the demised premises, or by any person or property, real or personal (including property of the Lessor), caused in whole or in part by the acts or omissions of the Lessee, its employees or agents.

9. ASSIGNMENT. Lessee may not assign this Lease or sublease the demised premises without prior written consent of the Lessor.

10. DEFAULT. (a) If Lessee defaults in compliance with any term or covenant on its part herein contained to be performed, Lessor shall give Lessee fifteen (15) days written notice to cure said default, except, if the default relates to rent or other monetary obligations, Lessee shall be in default if the rent or other monetary obligation is not paid within ten (10) days after the same is due and payable.

(b) If such default, other than rent or other monetary obligation, cannot be reasonably remedied prior to such date, and the Lessee is engaged in good faith in curing such default, or, prior to the expiration date of the notice, has given Lessor adequate security of the remedy thereof, then this letting and Lessee's rights hereunder shall continue in full force.

(c) If any such default is not cured within the time limitations above provided and prior to the termination date hereinafter set forth, the Lessor shall have the right to terminate this Lease upon ten (10) days-notice to the Lessee if the default is still not cured within said period, and for such purposes may institute appropriate summary proceedings to enforce the payment of any obligation and the performance of any covenant to recover possession and to terminate this Lease, and after such termination may re-rent, reserving all rights against the Lessee for all loss of rent caused by lessee's breach of this Lease, plus all reasonable attorney's fees.

11. WAIVER OF REQUIREMENTS. No requirement whatsoever of this letting shall be deemed waived or varied, nor shall Lessor's acceptance of any payment with knowledge of any default or Lessor's failure to delay to take advantage of any default, constitute a waiver of Lessor's rights thereby nor of any subsequent or continued breach of any requirement of this letting. All remedies herein provided for shall be in addition to, and not in substitution for, any remedies otherwise available to Lessor.

12. NOTICES. All notices to be given under this letting shall be in writing and shall be either served or sent by certified or registered mail to the address of the parties below specified. Lessee's address for notices shall be John M. Collins, 9 Powder Hill Road, Enfield, CT 06082 or such other address as Lessee may designate from time to time. Lessor's address for notices shall be Town Manager, Enfield Town Hall, 820 Enfield Street, Enfield, CT, or such other address as Lessor may designate from time to time.

13. PEACEFUL ENJOYMENT. Lessor covenants and agrees that upon Lessee's paying rent and performing all the covenants and conditions aforesaid on Lessee's part to be observed and performed, Lessee shall and may peacefully and quietly have, hold and enjoy the premises hereby demised for the term aforesaid, subject however, to the terms of this Lease.

14. CONSTRUCTION OF LEASE. Words of any gender used on this Lease shall be held to include any other gender, and words in the singular number shall be held to include the plural, when the sense requires. Wherever used herein, the words "Lessor" and "Lessee" shall be deemed to include the heirs, personal representatives and successors of the parties, unless the context excludes such construction.

15. PARAGRAPH CAPTIONS. The paragraph captions as to contents of the particular paragraph herein are inserted only for convenience, and are in no way construed as part of this Lease or as a limitation on the scope of the particular paragraphs to which they refer.

16. BINDING UPON SUCCESSORS. All the provisions herein contained shall bind and inure to the benefit of the parties hereto, their heirs, successors, assigns and personal representatives.

17. PARTIAL INVALIDITY. If any term, covenant or condition of this Lease or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, the remainder of this Lease, or the application of such term, covenant or condition to persons or circumstance other than those as to which it is held invalid or unenforceable, shall not be affected thereby. Each term, covenant or condition of this Lease shall be valid and be enforced to the fullest extent permitted by law.

Town of Enfield

Collins Powder Hill Farm, LLC

By: _____
Ellen Zoppo Sassu
Town Manager

John M. Collins
Member

Date: _____

Date: _____

Exhibit A

Description of Premises

**ENFIELD TOWN COUNCIL
MINUTES OF A SPECIAL MEETING
WEDNESDAY, May 3, 2023**

A Special Meeting of the Enfield Town Council was called to order by Mayor Cressotti on Wednesday, May 3, 2023. The meeting was called to order at 5:30 pm.

ROLL-CALL – Present were Councilors Cressotti, Despard, Finger, Hopkins, Ludwick, Mangini, Nelson, Pyznar, Santanella (arrived at 5:47pm) and Unghire. Councilor Cekala was absent. Also present were Town Manager, Ellen Zoppo-Sassu; Assistant Town Manager, Steven Bielenda; Director of Public Works, Donald Nunes; Director of Finance, John Wilcox; and Town Clerk, Sheila Bailey.

BUDGET DISCUSSION – The Director of Public Works Donald Nunes presented the Department of Public Works and Water Pollution Control Facility's proposed FY 2024 budget. A copy of the presentation is appended to these minutes.

MOTION #6593 by Councilor Pyznar, seconded by Councilor Mangini to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #6593** adopted 10-0-0, and the meeting stood adjourned at 7:21pm.

Respectfully submitted,

Sheila M. Bailey
Clerk of the Council
Town Clerk



FY 2023-2024

Operating Budget:

\$19.642 Million

\$3.971 Million WPC

ENFIELD DEPARTMENT OF PUBLIC WORKS



Budget Overview

	FY 2022-23	FY 2023-24	Change from FY 2022-23
Approved Budget	\$18,109,996	\$19,642,622	8.46%
Total Full-Time Equivalent (FTE)	134	134	0.00%
Approved WPCF Budget	\$3,969,178	\$3,971,393	0.06%
Total WPCF Full-Time Equivalent (FTE)	16	16	0.00%

Enfield Public Works' budget allows us to better serve the people of Enfield by continuing to implement our vision of providing exceptional public service to Enfield residents, businesses and visitors.

The budget is reported and managed in eight divisions: Administration/Engineering Office, Building and Grounds, Building Inspection, Custodial Services, Equipment Maintenance and Repair, Highway Maintenance, Refuse and Resource Management and Water Pollution Control.



Budget Snapshot by Division

Division	FY 2022-23	FY 2023-24	% Change FY 2022-23
Administration / Engineering	\$1,015,556	\$1,044,924	2.89%
Building and Grounds	\$5,111,730	\$5,328,034	4.23%
Building Inspection	\$675,272	\$733,136	8.57%
Custodial Services	\$4,544,890	\$4,978,758	9.55%
Equipment Maintenance and Repair	\$1,329,632	\$1,395,954	4.99%
Highway Maintenance	\$1,691,935	\$1,777,106	5.03%
Refuse and Resource Management	\$3,740,981	\$4,384,710	17.21%
Total Budget	\$18,109,996	\$19,642,622	8.46%
Water Pollution Control Operating	\$3,969,178	\$3,971,393	.06%

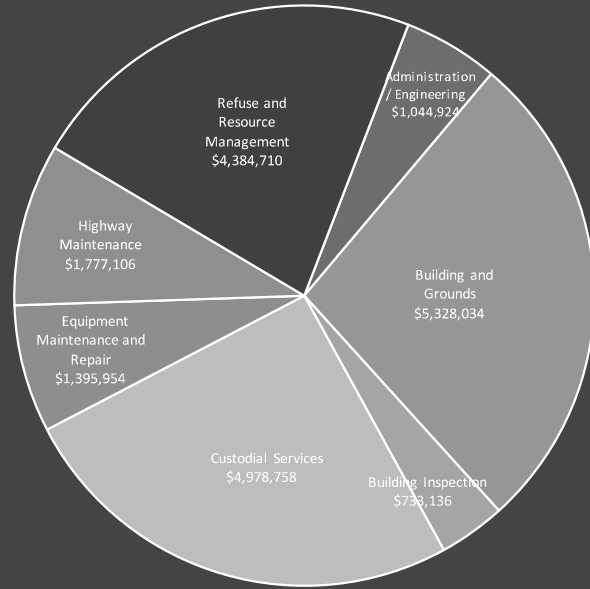
Overtime Snapshot by Division

	FY22 BUDGET	FY22 ACTUAL	DIFF.	FY23 BUDGET	FY23 ACTUAL	DIFF.
Administration	\$ 1,600.00	\$ 1,584.00	\$ 16.00	\$ 1,500.00	\$ 279.00	\$ 1,221.00
Building and Grounds	\$ 100,000.00	\$ 155,020.00	\$ (55,020.00)	\$ 100,000.00	\$ 104,822.00	\$ (4,822.00)
Building Inspection	\$ -	\$ -	\$ -	\$ 10,000.00	\$ 9,254.00	\$ 746.00
Custodial Services	\$ 202,000.00	\$ 271,554.00	\$ (69,554.00)	\$ 202,000.00	\$ 230,123.00	\$ (28,123.00)
Equipment Maintenance and Repair	\$ 15,000.00	\$ 8,670.00	\$ 6,330.00	\$ 15,000.00	\$ 9,667.00	\$ 5,333.00
Highway Maintenance	\$ 170,000.00	\$ 179,811.00	\$ (9,811.00)	\$ 140,000.00	\$ 122,798.00	\$ 17,202.00
Refuse and Resource Management	\$ 43,500.00	\$ 58,054.00	\$ (14,554.00)	\$ 43,500.00	\$ 41,175.00	\$ 2,325.00
TOTAL	\$ 532,100.00	\$ 674,693.00	\$ (142,593.00)	\$ 512,000.00	\$ 518,118.00	\$ (6,118.00)
WPC	\$ 135,000.00	\$ 104,422.00	\$ 30,578.00	\$ 135,000.00	\$ 84,982.00	\$ 50,018.00

FY 2021-2022 had \$144,774 transferred into various accounts to cover OT
FY 2022-2023 has \$55,000 transferred YTD into various accounts to cover OT



Budget Snapshot by Division



Funded Full-Time Employees (FTE)

Division	FY 2022-23	FY 2023-24	% Change FY 2022-23
Administration / Engineering	7	7	0%
Building and Grounds	23	23	0%
Building Inspection	7	7	0%
Custodial Services	58	58	0%
Equipment Maintenance and Repair	8	8	0%
Highway Maintenance	11	11	0%
Refuse and Resource Management	20	20	0%
Total FTEs	134	134	0%
Water Pollution Control	16	16	0%



Budget Changes

The FY 2023-24 budget realized an 8.46 percent increase from the previous fiscal year. This \$1.53 million increase is primarily due to:

Building Inspection increases driven by salary costs and health insurance,

Custodial Services increase is primarily salaries. With the current AFSCME Local 1029 contract being settled, it brought this year's increase to 11.44% (\$322,705) but this reflects 3 years of increases,

Equipment Maintenance and Repair increases driven by vehicle repairs and parts price increases, and

Refuse and Resource Management overall 17.21% increase is due to disposal and motor fuel costs.



Administration / Engineering Office



Challenges

- Unfunded mandate with school HVAC inspection
- School modernization
- Aging sidewalk infrastructure
- Aging buildings and infrastructure
- Engineering Office workload
- Complying with State and Federal regulations

Opportunities

- LOTCIP - \$537,000 Terry Brook Crossing
- LOTCIP - \$713,690 Abbe Road Sidewalks
- Robust pavement preservation program

Building and Grounds



Challenges

- Supply Chain Issues: Delays in availability for parts requires more vendors and more time to find materials
- Energy Prices: Cost of Utilities are steadily rising
- Budget Shortfalls: Continued level funding and staff shortages prevent proper preventative maintenance
- Infrastructure Issues: Aging parks and playground equipment makes parts and repairs difficult.

Opportunities

- Staff Shortages: Hiring a licensed HVAC technician and a licensed Plumber will allow for more productivity and eliminate the need for outsourcing.
- Summer Help: Hiring summer help will allow for more detailed landscaping work.
- Field Usage: Enfield High and JFK field's reopening and returning to use. This will help alleviate field shortages.

Building Inspection



Challenges

- Customer Timelines: Contractors and Projects have timelines that need to be met that the Inspection Department have trouble meeting.
- Customer Aptitude: Residents performing their own work due to labor shortages requires more hands-on attention from staff.
- New Codes: Keeping up with new codes and relaying this to residents and contractors has become more difficult when combined with skilled labor shortages.

Opportunities

- Increase Safety: Guide customers and contractors on safe work practices and safety around the home.
- Protect Property: Create better built and inspected buildings in town over the long term.
- Revenue Generator: Town is on pace for \$1.5 Million in revenue collected by Building Inspection Division in FY23.

Custodial Services



Challenges

- Supply Shortages: Availability and price fluctuations affecting all custodial supplies.
- Staff Productivity: Delays and shortages require more time for staff to overcome backorders.
- Cost of Supplies: Cleaning and paper supplies have increased 25% over the past 2 years.

Opportunities

- Equipment Upgrades: New custodial equipment purchases.
- Cleaner Buildings: Increased productivity with new equipment.
- Staffing Shortages: Fully staffed department will reduce the need for substitutions, overtime and increase productivity.

Equipment Maintenance and Repair



Challenges

- Cost of Materials: Parts pricing increases are up approximately 25% over the past 2 years.
- Cost of Labor: Vehicle service labor cost increases.
- Labor Shortage: Extended vehicle service delays.
- Limited Budget: Vehicle supplies budget in 2002 was \$310,000, 22 years later we are budgeting roughly \$341,000.

Opportunities

- Purchasing smarter and more efficiently to reduce operating costs.
- Phase out older vehicles that require more service.
- Possibility of building larger EV fleet.

Highway Maintenance



Challenges

- Shared workforce with RRM results in inconsistent staffing levels on essential functions.
- Price and availability issues with materials.
- Equipment replacement
- Rapid deterioration of infrastructure, particularly drainage.

Opportunities

- Additional training time for shared work force.
- Catch up on current equipment replacement schedules
- Procure wood-chipper to expand storm cleanup capacity
- Continue preventative maintenance on critical infrastructure
- Expand tree work capacity with new equipment

Refuse and Resource Management



Challenges

- Disposal price increases for both MSW and Recyclables.
- Increased tonnages of vegetative debris resulting in increased cost of processing and disposal.
- Aging fleet
- Illegal dumping and commingling of MSW/ recycling/ demolition debris resulting in higher MSW disposal costs.
- Transfer Station renovation supply chain issues.

Opportunities

- Residents to start recycling more textiles for revenue and savings on disposal cost.
- Improved Transfer Station for more efficient disposal services.
- Increased household hazardous waste collection – 479 residents attended the event this past Saturday.

Water Pollution Control



Challenges

- Qualified and properly trained staffing
- Recently high employee turnover rates in wastewater industry.
- Supply chain/lead time issues
- Salaries lacking behind other municipalities.

Opportunities

- Opportunity to train existing employees to a minimum standard.
- Employee retention
- Supply stockpiles for everyday materials.
- Operate in a proactive level with adequate training and full staffing.
- Reorganization, becoming current with job descriptions congruent with State licensing.



Budget Takeaways



- Accounts for \$108/ton with a \$25 increase per ton in MSW
- Accounts for \$107/ton with a \$7 increase per ton in recycling
- Accounts for large energy/utility increases
- Support of Town Council goals
- Maintains infrastructure
- Maintains and improves customer service



You can have all this...and I mean everything...
including WPC...for...

\$23,614,015

DPW - \$19,642,622

WPC - \$3,971,393



"Hula"

This is what happens when you
eat a rock thinking it was a
garden potato!



"Happy"

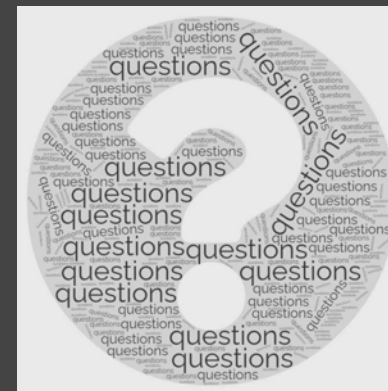
Loving Spring!



Another much needed warm
and fuzzy moment...
Part Deux



Q/A Time



**ENFIELD TOWN COUNCIL
MINUTES OF A SPECIAL MEETING
THURSDAY, May 4, 2023**

A Special Meeting of the Enfield Town Council was called to order by Mayor Cressotti on Thursday, May 4, 2023. The meeting was called to order at 5:38 pm.

ROLL-CALL – Present were Councilors Cekala, Cressotti, Finger, Ludwick, Mangini, Nelson, Pyznar, and Unghire. Councilors Despard, Hopkins and Santanella were absent. Also present were Assistant Town Manager, Steven Bielenda; Director of IT, Paul Russell; Director of Finance, John Wilcox; Chief of Police, Alaric Fox; Enfield Police Captain, Steve Kaselouskas; and Enfield Police Captain, Jeff Golden.

BUDGET DISCUSSION

Director of IT Paul Russell presented the Information Technology FY 2024 proposed budget. A copy of the presentation is appended to these minutes.

Chief Alaric Fox presented the Enfield Police Department FY 2024 proposed budget. A copy of the presentation is appended to these minutes.

MOTION #6594 by Councilor Pyznar, seconded by Councilor Mangini to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #6494** adopted 8-0-0, and the meeting stood adjourned at 7:35pm.

Respectfully submitted,

Sheila M. Bailey
Clerk of the Council
Town Clerk

Information Technology 2024 Budget Presentation

*Supporting the Technology Needs of Education,
Public Safety, and Municipal Services.*

Paul A. Russell
Chief Technology Officer

Mission Statement



*The mission of the Information
Technology Department is to
deliver high-quality, reliable,
secure information technology
services and to provide
forward-looking
comprehensive solutions that
increase efficiency and make
government and education
more accessible for the Town
of Enfield.*

Organization Chart 2024



2022 – 2023 Accomplishments

Received “Exceptional” rating from CTNG and Homeland Security Cyber Security Review and Audit.

Completed Final Phases of Network and Internet expansion for JFK Renovations

Implementation of Project Management and Change Management modules to Service Desk System

Reinstated 3-year Technology Refresh program for Town and Emergency Services.

Changes to Operations

Cloud Based Data Center Services

2023 – 2024 Objectives

Restructure and Reorganize IT Support
Services

Design, Plan, and Implement Network
Infrastructure Replacement

Implementation of Unified
Communications to include Voice, Video,
and Notifications solution

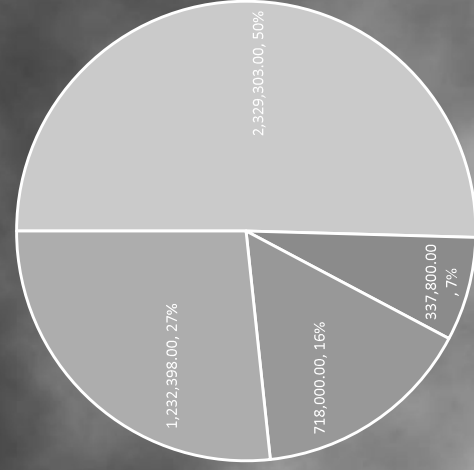
Refresh Technologies for Teachers and
Educational Services

2024 Budget Breakdown



IT Expense Distribution for 2024

IT Expenses by Major Category



■ Tech Services ■ Telephone ■ Tech Equip ■ Salaries and Benefits

2024 Changes from 2023

The Information Technology proposed budget for 2024 is \$516,000 over the 2023 Adopted budget. The variance in the following accounts contributed to the increase requested:

TECHNOLOGY EQUIPMENT Increase

1. Tech Lease Town Increase \$124,000
2. Tech Lease Teachers \$47,000

TECHNOLOGY SERVICES Increase

1. New Tech Services (+36) \$392,000
2. NlaaS port increase (+1250) \$209,000
3. Microsoft Licensing (Azure Cloud) \$112,000
4. Cyber Security enhancements \$50,000

\$21,000

Information Technology Services Snapshot – Fiscal Year 2023 (so far)

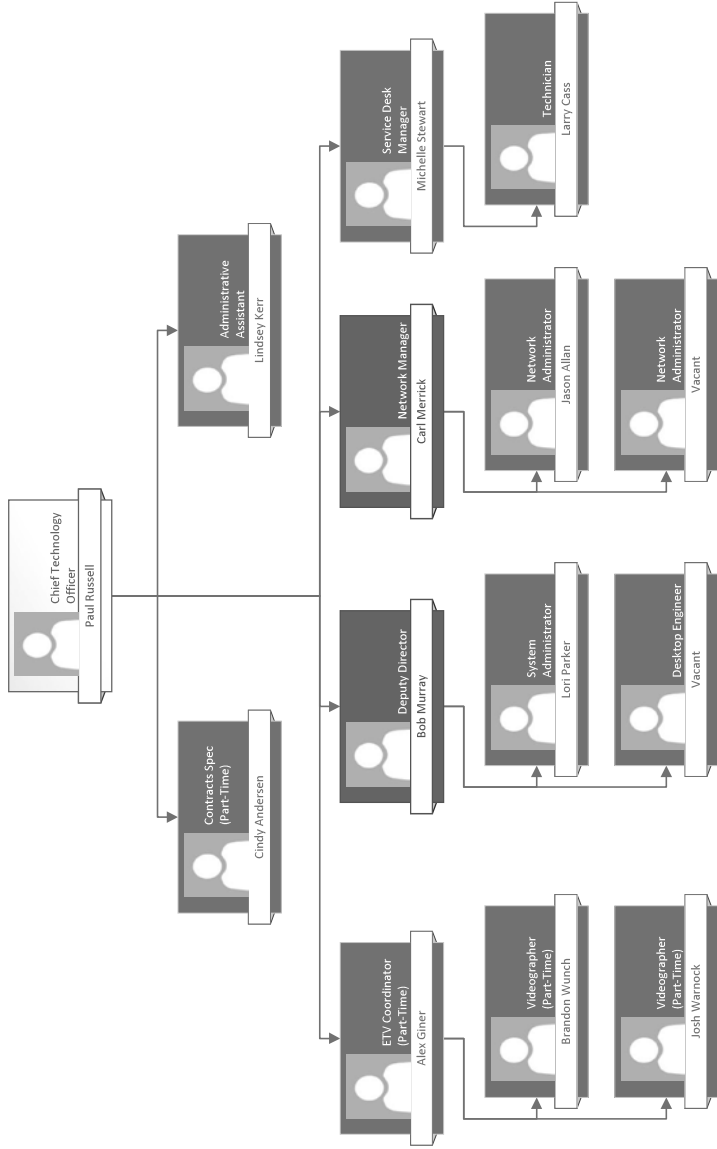
- Devices Supported on Network – 12,500+
- IT Service Requests Completed – 4,176
- Guest Wi-Fi access – 29,707
- Website hits – 1,071,135
- ETV Filming and Support - 1000+ hours

Thank You for Your Time and Support

Paul A. Russell
Chief Technology Officer – Town of Enfield
Supporting the Technology Needs of Education, Public Safety and Municipal Services.

FY 2024 IT Budget

ORI	DESCRIPTION	FY 2024 Proposed	FY 2023	Variance to 2023
533400 Total	Tech Services	2,329,303.00	1,937,017.00	392,286.00
553100 Total	Telephone	337,800.00	291,000.00	46,800.00
553500 Total	Postage	150.00	150.00	0.00
554000 Total	Advertising	1,000.00	1,000.00	0.00
555100 Total	Copy	300.00	300.00	0.00
558000 Total	Travel	1,300.00	1,300.00	0.00
561200 Total	Office Supplies	1,400.00	1,400.00	0.00
561300 Total	Tech Supply	2,600.00	2,600.00	0.00
562600 Total	Gas	2,000.00	2,000.00	0.00
563000 Total	Food	500.00	500.00	0.00
573400 Total	Tech Equip	718,000.00	594,080.00	123,920.00
581000 Total	Dues	1,075.00	1,075.00	0.00
526000	IT - WORKERS COMP ALLOCATION	51,818.00	52,922.00	-1,104.00
523000	IT PENSION ALLOCATION	65,416.00	34,114.00	31,302.00
	IT Operations Total	3,521,162.00	2,927,958.00	593,204.00
	Salaries and Benefits Total	1,261,319.00	1,236,513.00	-4,115.00
	IT Reorg savings	-48,521.00		
	IT Total	4,753,560.00	4,164,471.00	589,089.00
ETV Operations	Part Time Salaries/FICA/Medicare	50,381.00	37,678.00	12,703.00
	Non Salary Operations	7,930.00	7,930.00	0.00
	ETV Total	58,311.00	45,608.00	12,703.00
	IT Grand Total	4,811,871.00	4,210,079.00	601,792.00



IT Reorganization 2024

Key Initiatives for IT Support Services

Manage Efficiency through People, Process, and Technologies.

People – Hire People that are capable, adaptable, and can learn and grow with the current and future requirements of Technology Customer Support.

Process - Utilize skills grid to actively track operational needs and levels of competencies required for providing IT support for Education, public safety, and municipal services.

Technology – Research, Implement, and Manage technologies to create efficiencies to provide continuous performance improvements.

For Fiscal Year 2024 IT is planning to implement the following:

1. IT Reorganization – redefining roles and responsibilities as technologies allow for the combination of duties to be combined under each position. Thereby creating an efficient and agile support team.
2. Through attrition, IT has added Project and Change Management responsibilities to the newly created Service Desk Manager position. The Service Desk Manager position has the responsibilities of the Service Desk Coordinator plus Project and Change Management. Implementation of Project and Change Management modules of the Service Desk system allows for the combination of responsibilities related to the Service Desk Coordinator and a portion of the Technical Project Coordinator positions.
3. A newly created position "IT Contracts Specialist" will be Part-time to allow the remaining responsibilities of the Technology Project Coordinator to be managed. The role of this position is to review and input all existing contracts for leases, services, and licensing to the Contracts Management module in the Service Desk System. This will provide timely information for Contract specifications including terms and requirements of contracts for termination, renewal, and replacement.
4. This reorganization initiative will create a net savings of \$48,921 annually for the organization.



Enfield Police Department

Budget Presentation FY23/24

Chief Alaric J. Fox

Enfield Police Department

May 4, 2023



2023 / 2024 Sworn Department Staffing

- The Enfield Police Department is currently slotted for 100 sworn positions (97 positions are budget-funded).
- The department currently has three (3) openings we are working to fill, and ten (10) "other" absences (1 workers compensation, 1 pregnancy/light duty, and 8 in the training academy or the FTO program).
- The upcoming budget proposal maintains this staffing level of 100 sworn (with 97 budget-funded).
- By way of comparison, the national rate of sworn law enforcement officers is 2.4 per 1,000 inhabitants, which would produce a staffing number of 107.1984.

2022 Enfield

Police

Department Data:



Total Calls for Service:

38,404
(105.2 daily)

2022 Enfield

Police

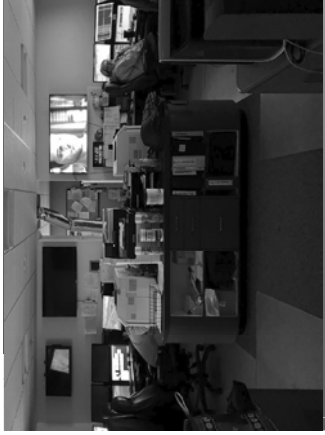
Department

Arrest Data:



Total Arrests:

1,705
(4.67 daily)



2023 / 2024 Department Staffing – Other Functions

- All 15 positions in the Communications Unit (“Dispatch”) are currently filled.
- 5 of 6 positions in the Records Unit are filled.
- 1 full-time and 1 part-time Animal Control Officer positions are filled. *(We have been unable to fill two part-time ACO positions for some time.)*
- All civilian personnel are supervised by a Civilian Services Manager (who doubles as the town’s Emergency Management Director).
- No notable operational budget increases have been advanced as to any of these functions.



2023/2024 Operational Budget

- A total of \$122,585 was added to the upcoming year’s operational budget.
- A total of \$59,999 was removed from the upcoming year’s operational budget.
- This is a net increase of \$62,586 to the operational side of the budget.



And This Is Where It Would Go (Without Much “Wiggle Room”):

- \$1,200
- \$5,000
- \$12,000
- \$2,700
- \$3,000
- \$1,500
- \$1,000
- \$4,000
- \$5,000
- \$6,000
- \$9,000
- \$12,000
- \$5,000

\$67,400

POST Basic Training Program (New hire increase from 6 to 9)
 New Hires Drug Testing and Medical Evaluation (6 to 9)
 New Recruit Hire Basic Uniform and Equipment Issue (6 to 9)
 New Recruit Academy Gear Equipment Issue (6 to 9)
 Mandatory In-Service Training Program Cost Increase
 Hartford Hospital EMT Recertification Program Cost Increase
 Mandatory Training for Records Unit Personnel
 LiveScan (automated fingerprinting system) Maintenance
 Joint Operations Center Maintenance
 Quartermaster (department wide) Supplies Cost Increases
 CREST Sniper Rifle Replacement (approx. 10 years old)
 Tactical Vests (long gun) for detectives/administrative staff
 Replace 1/3 of the department cellphones (service is free)



And This Is Where It Would Go (With Some “Wiggle Room”):

- \$10,400
- \$11,000
- \$1,500
- \$2,500
- \$2,000

\$27,400

Additional Undercover Car for Drug Activity Complaints
 Traffic Bus Air Conditioning System
 F150 Truck Bed Cover
 Large Screen Monitor Replacements
 Confidential Informant Fund Increase



Overtime Expenditures



- All overtime is tracked and categorized and requires supervisory approval.
- Non-reimbursable department overtime is driven by a variety of factors and situations:
 - Minimum shift staffing levels
 - Guarding prisoners at the hospital pending their presentment in court
 - Court appearances under subpoena – Risk Protection Orders cases
 - Mandatory training that cannot be scheduled during regular hours
 - CREST and Metro Traffic Unit activations
 - Powder Hollow State Park traffic and parking control
 - Thompsonville Walking Patrols
 - Search Warrant executions
 - Prisoner extraditions
 - Major Crime/Fatal and Serious Injury Accident investigations
 - Field Training Officer DOR completion
 - Supervisory Staff Meetings (cut down to three per year)
 - Townwide Celebrations
 - Town Council Meetings / Board of Education Meetings
 - Etc., etc., etc.

We Track It All: This Year to Date

RCode	Reason	Hours	Cost
10200250	PUBLIC SAFETY COMMUNICATION		
1012	NO REASON CODE	162.50	\$5,292.35
1016	MEETINGS	7.00	\$359.94
1030	DISPATCH COMM PERSONNEL	129.25	\$6,423.72
1040	PATROL SHIFT	0.25	\$12.00
1044	SHIFT SHORTAGE	879.75	\$42,822.76
1048	SPECIAL EVENTS	8.00	\$383.88
178	DAYLIGHT SAVINGS TIME	3.00	\$142.61
198	TRAVEL TIME	46.75	\$2,222.32
TRAI	TRAINING	99.75	\$4,975.86
		1,335.25	\$62,635.42
10200500	POLICE SERVICES		
1002	NO REASON CODE	1,746.25	\$74,107.84
1003	ACCREDITATION	16.00	\$974.98
1007	ANIMAL CONTROL SERVICES	126.25	\$6,873.45
1010	METRO	76.00	\$4,784.74
1011	COMMUNITY POLICE SERVICES	5.50	\$305.73
1012	COUNCIL MEETINGS	14.00	\$952.37
1013	MEETINGS	118.00	\$7,891.79
1017	COURT	89.50	\$5,090.93
1023	DUI ROVING	78.25	\$4,864.46
1029	FIELD TRAINING OFFICER	522.50	\$32,174.10
1030	ORAL BOARD	2.25	\$161.93
1034	PATROL SHIFT	3,322.90	\$79,877.64
1040	REPAIRS	8.00	\$512.64
1044	SHIFT SHORTAGE	\$,876.50	\$337,613.72
1048	WEATHER RELATED	54.50	\$4,066.80
1050	SUPERVISOR SHORTAGE	14.25	\$857.73
146	CREST CALL OUT	765.00	\$55,681.88
148	K-9 CALL OUT	26.75	\$1,836.67
150	BACKGROUND INVESTIGATIONS	98.25	\$2,505.62
151	ACADEMY TEACHING	49.00	\$3,370.85
152	PD SYSTEM ISSUES	6.00	\$379.00
153	MAJOR CRIME	190.50	\$12,162.07
156	TVILLE	7.50	\$457.45
157	SEARCH WARRANT	120.00	\$8,521.83
165	BACK TO BACK	20.00	\$739.36
168	SRO	3.25	\$208.26
169	MIC RUN	4.00	\$256.32
172	HOSP PRISONER	398.50	\$25,162.97
173	SUPERVISOR ALLOWANCE	212.00	\$15,958.69
174	PAYROLL	29.50	\$1,114.66
176	DB INVESTIGATION	664.75	\$45,391.15
178	DAYLIGHT SAVINGS TIME	16.00	\$548.47
183	SURVEILLANCE	13.00	\$865.45

RCode	Reason	Hours	Cost
184	K-9 DEMO	2.00	\$121.23
185	OJI	20.00	\$821.83
187	MVA	57.75	\$3,335.36
189	DOR	46.00	\$2,807.09
190	PARADE	22.00	\$1,473.59
192	SCANTIC RIVER ENFORCEMENT	174.25	\$10,783.70
198	TRAVEL TIME	37.75	\$2,469.84
199	CORE	10.00	\$663.71
204	CREST TRAINING	95.00	\$5,938.93
206	CROSSING GUARD COVERAGE	25.25	\$1,560.59
207	CITIZENS ACADEMY	0.50	\$34.59
ADMK	ADMINISTRATIVE WORK	16.00	\$957.09
RPO	DRONE CALL	7.25	\$201.49
SPEV	SPECIAL EVENTS	43.75	\$2,541.89
TRAI		4.25	\$257.61
		809.75	\$45,375.84
		13,938.40	\$823,466.51
10606155	THOMPSONVILLE REVITALIZATION		
156	TVILLE	547.75	\$24,526.10
		547.75	\$24,526.10
10700780	CELEBRATIONS AND SPEC EVENT		
SP03	SPEC EVENT-JACK O LANTERN	8.00	\$513.18
		8.00	\$513.18
22046121	CARA GRANT		
YOUT	YOUTH SERVICES	3.00	\$162.72
		3.00	\$162.72
22046129	DRUG FREE COMMUNITIES GRANT		
YOUT	YOUTH SERVICES	41.00	\$2,992.59
		41.00	\$2,992.59
22046145	AMPLIFY GRANT		
YOUT	YOUTH SERVICES	5.50	\$444.71
		5.50	\$444.71
22046150	DRUG FREE COMMUNITIES GRANT		
YOUT	YOUTH SERVICES	2.00	\$161.71
		2.00	\$161.71
25006049	DUI ENFORCEMENT		
1017	DUI ROVING	626.50	\$40,601.92
1018	DUI SPOT-CHECK	49.25	\$3,282.73
		675.75	\$43,884.65
25120075	ANIMAL CONTROL		
1003	NO REASON CODE	18.62	\$765.75
1030	ANIMAL CONTROL SERVICES	45.00	\$2,144.44
	PATROL SHIFT	0.50	\$10.34



Celebrations Expenditures

- Considerable on-duty patrol, traffic division, auxiliary, and out-of-town agency personnel are committed to these events.
- Department overtime hours expended for the Jack o' Lantern Festival and the Torchlight Parade have not notably increased over the last few years.
- Department expenditures for this past year's Fourth of July Celebration increased due to a consensus that the return of rooftop surveillance (as had occurred in previous years), along with drone and EIOC camera coverage, were warranted. Out-of-town CREST personnel were used for rooftop posts where possible.

And This Was Why: July 4, 2022

CNN

Live TV • ☰

Highland Park parade shooting suspect charged with 7 counts of murder, state's attorney says

By Amir Vera, Jason Hanna, Adrienne Broadbuss and Helen Regan, CNN

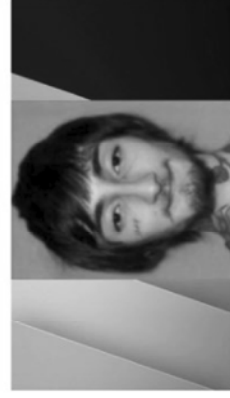
Updated 3:31 AM EDT, Wed July 06, 2022



Remembering the lives of the victims of the Independence...

Highland Park, Illinois(CNN) — The suspect in Monday's mass shooting at a July 4th parade in Highland Park, Illinois, that left seven dead and injured more than two dozen has been charged with seven counts of first-degree murder, Lake County State's Attorney Eric Rinehart announced during a news conference Tuesday evening.

7 Dead & 48 Wounded



Robert "Bobby" Crimo III

Highland Park shooting suspect has been indicted on 117 counts by a grand jury



Norma Navarro
ENFIELD SRO



C.I.P. Submission

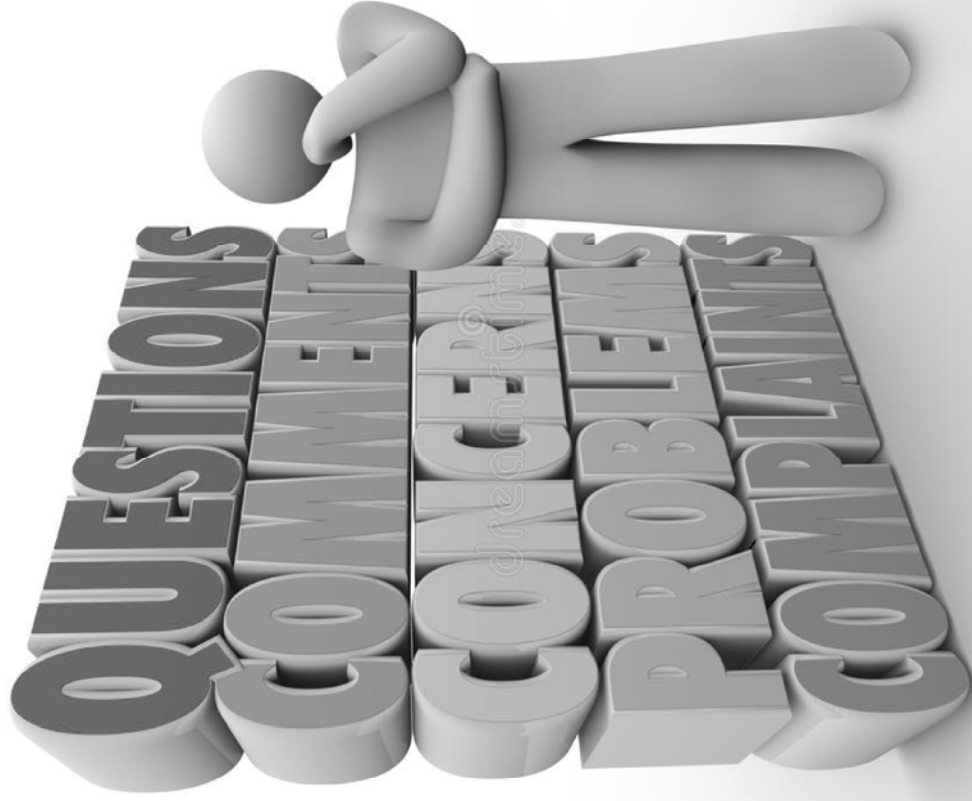
- \$778,151 for the Town Radio System: This is the final payment toward the townwide radio system.
- \$68,159 for “Red Dot” Pistol Optics: For department handguns and new holsters.
- \$750,000 for Ten Vehicles: A car is \$44,000, plus \$31,000 for all equipment (cages, cameras, lights, consoles, radios, organizers, related labor, etc.).
- \$185,000 for the Camera System: This system has been operational for five years and has enjoyed great success. (Item not funded last year)

Further Detail on the Camera System

- The town camera system currently consists of 18 poles, 24 data facilities, and approximately 100 cameras.
- It has been invaluable, since inception four years ago, to effective policing efforts. We have identified the guilty, exonerated the innocent, solved otherwise (likely) unsolvable cases, and witnessed criminal activity and motor vehicle accidents in real time.
- We have tied certain Housing Authority cameras, BOE cameras, and cameras from other town departments into the system for expanded town coverage.
- The system was designed with a 7 year replacement cycle. The town did not fund “year 4” (last year) and non-funding “year 5” would set us two years behind.

Further Detail on Vehicle Request

- Ten vehicles are scheduled for replacement this year under the town's (Fleet's) vehicle replacement plan.
- Under the town plan, vehicles should be removed from patrol when they reach 5 years or 100,000 miles.
- The ten vehicles identified include vehicles as old as 9 years old, with current average mileage of 98,555.7.
- Ford is expected to open up their "order window" in October. If we were to order all cars then they would be placed into service in July/August 2024, with projected average mileage then of 129,805.7.
- We have brought along three such vehicles that are due for replacement. We are pleased to make them available for your inspection or operation.



**ENFIELD TOWN COUNCIL
MINUTES OF A SPECIAL MEETING
MONDAY, MAY 8, 2023**

A Special Meeting of the Enfield Town Council was called to order by Chairman Cressotti on Monday, May 8, 2023. The meeting was called to order at 6:00 p.m.

ROLL-CALL – Present were Councilors Cekala, Cressotti, Despard, Finger, Ludwick, Mangini, Nelson, Pyznar and Unghire. Councilors Hopkins and Santanella were absent. Also present were Town Manager, Ellen Zoppo-Sassu; Assistant Town Manager, Steven Bielenda (arrived 7:05 pm); Director of Public Works, Donald Nunes; Deputy Director of Public Works, William Dufour; Enfield Police Captain, Jeffrey Golden; Chief of Emergency Services, Erin Riggott; and Director of Finance, John Wilcox.

BUDGET DELIBERATIONS

Budget Deliberations for the FY 2023-2024 budget continued.

ADJOURNMENT

There being no other business to come before the Council, Chairman Cressotti adjourned the meeting at 8:51 p.m.

Respectfully submitted,

Sheila M. Bailey
Town Clerk
Clerk of the Council

**ENFIELD TOWN COUNCIL
MINUTES OF A SPECIAL MEETING
WEDNESDAY, MAY 10, 2023**

A Special Meeting of the Enfield Town Council was called to order by Chairman Cressotti on Wednesday, May 10, 2023. The meeting was called to order at 5:30 p.m.

ROLL-CALL – Present were Councilors Cekala, Cressotti, Despard, Finger, Hopkins, Ludwick, Mangini, Nelson, Pyznar, Santanella, and Unghire. Also present were Town Manager, Ellen Zoppo-Sassu; Assistant Town Manager, Steven Bielenda; Town Clerk, Sheila Bailey; Director of Public Works, Donald Nunes; Enfield Police Captain, Steven Kaselouskas; Director of Planning, Lauren Whitten; Director of Social Services, Cynthia Guerreri; Director of Library Services, Jason Neely; and Director of Finance, John Wilcox.

BUDGET DELIBERATIONS

Budget Deliberations for the FY 2023-2024 budget continued.

ADJOURNMENT

There being no other business to come before the Council, Chairman Cressotti adjourned the meeting at 8:52 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 15, 2023
RE: Projects & Activities Report (PAR)
CC: Town Direct Reports

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

TOWN MANAGER:

The Town Manager's Office prioritized budget work over the last month, working with various departments to fine-tune their requests. Cheryl Eckenroth is also handling the Community Gardens and Sunday Crafters on the Green registrations and start-up, while the Town Manager and Assistant Town Manager are overseeing the development of the Summer Concert Series. In cooperation with other departments and agencies, the Community Conversation on Opioid Prevention and Substance Misuse occurred on May 9th.

LIBRARY SERVICES:

The last week of April was National Library Week. We celebrated by rolling out circulating art kits. The kits consist of everything that someone needs to get started learning a new art form. As an example, the watercolor kit comes with watercolor paints, brushes, an introductory book and a few pieces of watercolor paper. Funding for this project came from a grant from the CT Office of the Arts and a donation made by retired library employee, Anne Saylor.

The First Wednesday Open Mic nights that ECAC has sponsored is going great! We had nearly 40 people at the May event.

May is Mystery Month and the Children's staff have placed various puzzles around the Children's Library for kids to solve.

Children's staff are prepping for Summer Reading, kick off will be June 28th.

KITE donated a bench in honor of Dr. Kalnen which is located on the front lawn of the Pearl St. Library. Library staff attended the ribbon cutting on Wednesday, May 10th. The bench is a wonderful addition, replacing an ugly crumbling concrete bench. B&G laid a nice cement pad for the bench.



TOWN OF ENFIELD

Recreation

Staffing: Hiring is currently underway for summer seasonal positions and include Lifeguards and Camp Counselors. Applications are available at www.enfield-ct.gov/hr. Postings are continuous until filled.

Programming: May AM Pickleball: Expanded hours are being offered through May 26th. Open play will be held Monday, Wednesday, and Friday, 9 AM – 12 PM. Daily fees apply. See website for complete details and no program dates.

Lifeguard Certification Class: Four high school students are participating in the American Red Cross Lifeguard Training Course being offering this month. Upon certification, participants will be interviewed for open temp/seasonal positions.

The Annual Youth Fishing Derby will be held on Saturday, May 20, 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.

Dolphins Swim Team Spring/Summer 2023 season information is now online. Interested new swimmers must be evaluated prior to registration. Returning swimmer registration is currently underway. The season kicks off on Tuesday, May 30th.

Tons-O-Fun Summer Camp: Enrollment is over 90% full and remaining spaces are extremely limited. The program will run for seven weeks, June 26 – August 11. Camp is open to Enfield residents entering grades 1-8 in September 2023. Activities include open swim, field trips, sports, crafts, and before/after care services.

Summer 2023 program registration begins on Friday, May 12th for Enfield residents. Program offerings include a family entertainment series, sports camps, cooking camps, science camp, a babysitter training course, *Safe at Home* training, cookie decorating classes, adult yoga and more! Complete information can be found on the Recreation homepage.

Summer aquatics information, including Swim Lessons and Open Swim, is currently to-be-determined and will be dependent on staffing levels. We are currently offering a Lifeguard Certification Class and actively seeking lifeguard applicants, in an effort to reach staffing levels needed to safely offer these programs over the summer.

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



TOWN OF ENFIELD

POLICE:

POST Basic Training Graduation Session: On April 5, 2023, Enfield Police Department Officers Mathew Schnepf and Tyrone Keels graduated from the POST 376th Basic Training Session and have since been assigned to a period of FTO training.

THC Compliance Check: On April 18, 2023, Enfield Police Department personnel, along with the Department of Consumer Protection conducted compliance checks for the sale of THC products in excess of the legal limit within the community. Two shopkeepers were cited with infractions.

IPMBA Bicycle Training Program: In April 2023 the Enfield Police Department hosted a police bicycle course sponsored by the International Police Mountain Bike Association.

All American Assisted Living Opening Ceremony: On April 20, 2023, Chief Alaric J. Fox attended the grand opening event at the All American Assisted Living Center.

Tip a Cop Special Olympics Fundraising Event: On April 20, 2023, multiple department members participated in a Special Olympics "Tip a Cop" fundraiser at the Red Robin. A total of \$1,794.00 was raised for the benefit of the Special Olympics.

Central Connecticut State University Town Hall Forum: On April 25, 2023, Chief Alaric J. Fox participated in a town hall forum, and police recruiting effort, for criminal justice students at Central Connecticut State University.

Active Aggressor Training: On April 26, 2023, the Enfield Police Department provided a training presentation on "Response to Active Aggressors" for town of Enfield employees.

Enfield Police Youth Academy Announcement: On May 1, 2023, the Enfield Police Department announced and advertised this year's Enfield Police Youth Academy, which will run from July 31, 2023 to August 4, 2023, and then again from August 7, 2023 to August 11, 2023.

Eppendorf Ribbon Cutting Ceremony: On May 2, 2023, members of the Enfield Police Department attended the Eppendorf Ribbon Cutting ceremony.

Town Council Budget Presentation: On May 4, 2023, members of the department command staff presented our proposed FY23/24 budget to the Enfield Town Council.

Drive-By Birthday Event: On May 4, 2023, members of the department participated in a drive-by birthday event for a 100-year-old military veteran and resident of the town of Enfield.

Opioid Community Conversation: On May 9, 2023, members of the department command staff served as panel members/presenters in a townwide "community conversation on opioid addiction issues."



TOWN OF ENFIELD

PLANNING & ZONING APPLICATIONS:

PH# 3062- 40 Conlin Drive- Application for the expansion of a non-conforming structure in the front yard setback; Roger and Debra Russell, Owner/Applicants; Map66/ Lot 436;R-33 Zone

APPROVED

PH# 3059 – 29 Moody Rd – Application to construct a multi-use commercial building;29 Moody Road LLC, Applicant/Owner; Map 75/Lot 35; I-1 Zone

SPR# 1914 – 7 Hazard Ave – Application to convert vacant tenant space from professional services into a casual restaurant; Meraki Restaurant Group, Applicant; G&R Properties LLC, Owner; Map 45/Lot 10; BR Zone

XSP# 23-01 – 155 Raffia Rd – Application to construct single story structure near the athletic fields containing toilet rooms and concession stand and to add a canopy to the main building over the kitchen deliveries area; JFK Middle School Renovation Building Committee, Applicant; Town of Enfield, Owner; Map 68/Lot 149; R88 Zone

Review and Act on proposed FY 2023/2024 Capital Improvement Plan.

PH# 3060ZA- 242, 274, & 284 Brainard Road- Zone change Application from R-44 to MFHD; Washington Associates of Enfield, LLC, Applicant; Anthony Troiano Jr + Petronella, Washington Associates of Enfield, LLC, Owners; Map 77/Lots 68 & 67, and Map 62/Lot 319; R-44 Zones.

PH# 3061- 242, 274, & 284 Brainard Road- Application for a multi-family housing development; Washington Associates of Enfield, LLC, Applicant; Anthony Troiano Jr + Petronella, Washington Associates of Enfield, LLC, Owners; Map 77/Lots 68 & 67, and Map 62/Lot 319; R-44 Zones.

DENIED

PH# 3064 – 561 Hazard Ave – Special Permit Application and Appeal pursuant to Section 10.30.2, proposed 48 sq ft pylon sign in BL Zone; CT Sign Service, Applicant; O'Reilly Automotive Stores, Inc; Owner; Map 110/Lot 387; BL Zone.

ECONOMIC AND COMMUNITY DEVELOPMENT:

Enfield ARPA Small Business Grant Program – This program was established to provide limited, one-time, direct financial assistance to eligible businesses in Enfield. These funds will be used to assist businesses recovering from the pandemic by enhancing their business with a future project. A total of \$250,000 in ARPA grant funding was approved to support a total of 21 local businesses here in Enfield. To date a total of 17 grant agreements have been executed with the local businesses and a total of \$56,500 have been dispersed to 7 of the businesses.

Enfield ARPA Non-Profit Grant Program – This program was established to provide limited, one-time, direct financial assistance to eligible non-profits and not-for profits in Enfield. A total of \$200,000 in ARPA grant funding was approved to support a total of 14 local organizations here in Enfield. To date a total of 12 grant agreements have been executed with the local organizations and a total of \$75,055 has been dispersed to 6 of the organizations.



TOWN OF ENFIELD

EMS:

EMS responded to 648 calls for service in April 2023; mutual aid was needed for 30 responses during this time period and mutual aid was provided to surrounding communities 36 times.

On April 11th, EMS participated in a CTDOT update project related to unexpected closures of Interstate 91. Further, Captain Morisset participated in Traffic Incident Management Responder training on Friday April 14th. The focus of this class was responder safety and interagency communication capabilities.

Chief Riggott met with Social Services for collaboration on Opioids, including prevention and post emergency planning to ensure we are providing all resources to those in need.

EMS has hired EMT Steven Maalt, and the department is very pleased that he has joined the team. He has many years of EMS experience in central CT and is also an EMS Instructor. He is currently completing his field training program.

INFORMATION TECHNOLOGY:

Service Desk Stats:

For the Month of April, IT completed 133 requests sent to the Service Desk with an average time to resolution/completion of just under 4 hours from submittal.

Network Infrastructure Improvements:

IT resigned 5-year agreement with Extreme Networks for Network Infrastructure as a Service (NlaaS). The arrange replaces existing network gear with a state-of-the-art network that will greatly improve Wi-Fi and network performance. The network has experienced a 10-fold expansion in wireless needs throughout all the schools, town band public safety buildings. This network will be increasing capacity to support all the innovative technologies implemented for performance improvement initiatives throughout the town and schools.

Moving to the cloud:

IT has already developed a cloud-first strategy with applications. Now IT is moving it's Data Center Servers to the cloud. Taking advantage of the relationship with Microsoft Cloud Technologies, four key servers will be built to operate in the cloud rather than the traditional onsite data centers. The move to cloud will improve performance, availability, and redundancy for key resources necessary for town operations. The move to the cloud also provides an economic and environmental advantage as it will reduces the number of servers that require additional capital purchasing, as well as reducing the electricity, cooling, and emergency power requirements for the data center.

PUBLIC WORKS:

Engineering:

ROADS 2021 – Year 3 (Thompsonville 2024, Hazardville West & Enfield Southwest).

BETA Group Inc. has been awarded the engineering design of the Thompsonville 2024 Project.



TOWN OF ENFIELD

VHB has been awarded the engineering designs of the Hazardville West & Enfield Southwest Projects.

Crack Seal Program 2023 – Starting to compile street list.

South River Street Bridge Replacement – The Consultant (GM2) continues reviewing the submittals. The bridge removal and replacement are scheduled to start June 1st. Utility work has commenced along with prep work around the bridge, prior to the bridge removal.

Brainerd Park Softball Proposed Field – The work is complete.

Powder Hollow Baseball Field Improvements – The electrical room upgrade work has been awarded. The Town's consultant has submitted the PD plans, the design work continues.

Orlando Drive Culvert - Dayton Construction has installed the entire culvert and is waiting on Utilities to reinstall their underground facilities before they return to finish the project.

Higgins Park Parking Lot – Design work continues, WI-FI & CC cameras added to the trail. Elm Street Sidewalk Gap Community Connectivity Grant – Finally met with Patrick Crowley from Eversource to address the issue of the pole relocation work. Town's consultant has been instructed to move forward and submit plans to CTDOT for their approval. The Consultant has submitted the 100 % PD Plans.

Town Farm Road Multi-Use Path LOTCIP – CTDOT has agreed to do ROW permanent easement takings. The Consultant is waiting on some comments from the CTDOT to submit the 100% PD Plans.

Freshwater Pond Forebay Dredging - Freshwater Pond Forebay Dredging design has started with a survey of the forebay sediment. Due to extensive permitting requirements, forebay dredging is scheduled to start in 2024.

45 Kimberly Drive Drainage Outlet Design - Requested funds for construction moved to next fiscal under the CIP budget Working with consultant on easement map, for easement acquisition.

Palomba Drive Bridge Funding Application – SLR has been awarded work to inspect the Palomba Culverts over Freshwater Brook and prepare a Bridge funding application with the State.

Public Works Administration:

Municipal Roofs – Russell and Dawson have made an initial site visit to Alcorn School begin design work on the roof. An assessment of the building usage at Alcorn School has been performed, and results will be sent to Russell and Dawson to apply for state reimbursement. Samples of the roof will be obtained the week of May 8th.

Building and Grounds Garage – Silver Petrucelli has made an initial site visit, and site layout and building design is in its initial stages. A preliminary layout has been agreed upon.



TOWN OF ENFIELD

Mechanical and Electrical Engineers have made a site visit to design a ventilation system for the existing shop area in The Annex. An underground utility survey has been performed at the site.

ADA Compliance – ADA audits have been completed at Henry Barnard, Hazardville Memorial, Enfield Street, Prudence Crandall, Stowe Early Learning Center, Parkman School, Eli Whitney, the EMS Building, the Animal Shelter, Central Library, and the Enfield Annex. The elementary schools have been prioritized over all other buildings to complete first.

HVAC and Air quality analysis – A project description for engineering services has been sent out to provide a complete analysis and assessment of the HVAC system at all school buildings in town, as required by CT statute 10-220. Proposal will also include an air quality analysis at 3 school buildings, as defined in the statute. Russell and Dawson were the only firm that submitted a proposal. Analysis of the proposal is currently underway.

DPW Fleet and Skylight Repair – A notice to proceed has been sent to Silver Petrucelli for design services for this section of roof. Environmental testing has been completed and Silver Petrucelli is awaiting the report.

Animal Shelter Roof – The roof replacement at the Animal Shelter has begun. The front roof has been framed and the membrane is being installed.

Stowe Electrical Upgrade – This project has been completed.

Annex Asset Disposal – The wood shop equipment auctions have all been completed, with every item selling. These auctions brought in over \$10,000 dollars. Pickup for these items will be completed by May 16. The kitchen equipment will be posted once the wood shop items are gone.

Stowe Playlabs – Footings have been poured for the modular classrooms. (Playlabs). Delivery and installation of the trailers is scheduled for May 11.

EMS Building Garage Doors – A representative from Overhead Door made a site visit and took information to provide a quote for opener replacement.

Eli Whitney and Hazardville Memorial Roofs – Punch lists composed. OSCG&R reviewing change order submission date issue.

Annex Scoreboards – Ordered, possible May 15, 2023, delivery and install.

33 N. River St. Demo – Loam and seed started and paused due to weather. Will be complete within the next week.

Higgins Bandshell – Contractor continues to work on foundation and slab, no updated timeline on the actual bandshell at this time.

SJC Generator Replacement – Kinsley Power Systems providing Kohler generator and installation. Delivery around November of 2023. Eversource contacted for gas meter sizing.



TOWN OF ENFIELD

Town Hall Restroom Renovation – Drawings and specs received and reviewed. Project paused due to ARPA legal language issues.

Town Hall Elevator Replacement – Updated IFB will be going out for “mechanical modernization” only. Complete replacement pricing was over budget.

Salt Shed Roof Replacement – Project paused due to ARPA legal language issues.

Transfer Station Replacement – Work continues at the transfer station, new asphalt put down, old scale being painted and cleaned, containers moved to new concrete pad, cameras installed, awnings installed.

MS4 – 2023 annual training scheduled for May 17, 2023. Representatives from all departments will attend.

MS4 Retrofit Program – Sites have been chosen for retrofit design. Central Library rear parking lot, public safety site (existing PD) area near Elm St where existing driveway is located, Prudence Crandall front parking lot circle area.

DPW Fuel Station – ART meeting scheduled for 5/17/23 to go over project with finalized drawings and specs.

Powder Hollow Park Electrical – project awarded to R&C Electric.

2023 SPCC/SWPPP - Annual training scheduled for 5/24/23. Representatives from all divisions will attend.

Transfer Purchasing – Transferred funds to purchase new scrubbers and batteries for Custodial and a pro-press machine with attachments for B&G.

Highway:

New traffic lights have been installed at the intersection of South Rd. & Phoenix Ave. Mason, tree trimming, signage repairs, roadside mower brush cutting and pothole repairs ongoing. Salt has been delivered, shed is full. Downtown street sweeping is completed. About half the town is swept. Catch basin cleaning contractor is working on the north end of town. New tracked skid steer with forestry package waiting on delivery. Crosswalk painting ongoing, weather permitting. Assisting engineering with cleaning and inspecting storm lines in the Meadowlark subdivision.

RRM:

Transfer Station renovation ongoing, old scale is operational and painted, should be able to within a week or so. Asphalt has been put in place. Ground up brush and yard waste has been hauled away by contractor. Yard waste collection is ongoing, new rows have been started. Two new employees have started, all positions are filled. We had the HWD on April 29th and had 479 cars come to the event.



TOWN OF ENFIELD

WPC:

The daily average effluent flow for the month of March was 6.0 MGD. The effluent flow total for the month of March was 186 million gallons. All NPDES permit requirements were met.

We have completed the annual maintenance on the eastern primary clarifier and have begun to fill it. It's scheduled to go online in mid-April. Once the eastern primary clarifier is online, we will drain and clean the western primary clarifier so we may perform its annual maintenance. Also, we have begun cleaning the chlorine contact chambers in preparation for disinfection season to begin May 1st.

One of our sludge press feed pumps failed and required an extensive rebuild that we completed in-house. To improve process control we brought the second gravity thickener online. We also had a polymer pump failure that was rebuilt in-house and returned to service. Our underground gasoline tank failed an inspection for the spill bucket. We reached out to the Hues Mechanical and had the spill bucket replaced.

Collection System March

CBYD Tickets: 141

Emergency Sewer Calls: 8

Manhole Inspections: 75

Video Inspection: 14,814 Feet

Jet Rodded: 13,636 Feet

Confined Space Entry Permits: 7

We discovered a backup beginning to occur at the Cranbrook siphon chamber during its annual inspection. The buildup was mostly caused by wipes that we were able to remove by performing several confined space entries.

Our CMOM inspection program located several buried manholes that we had uncovered and brought up to grade. Also, we replaced a failing manhole on Hemlock Drive that was becoming a safety hazard.

Lift Stations

We have scheduled in early April to replace the main pump and seal water system at the South River lift station. Also, to maintain the wet well when the bridge comes down, we installed temporary hoses under the road. This will allow us to use our VPT parked on the eastern side of the train tracks as it will not fit under the underpass. Burying the hoses will keep the road open to traffic as this maintenance task can take up to two hours to complete weekly.

A failed pump at the Westshore lift station that we replaced with a rebuilt unit as well as removing a very large tree that came down on the retaining wall located in our right of way. We also removed several small dead trees from the Brookside lift station.



TOWN OF ENFIELD

Building Inspection Division:

98 Elm Street - new Zen Leaf store \$400,000 in building work.

95 Elm Street - Saladworks - \$40,000 in electrical work for that new restaurant.

190 Elm Street - \$195,000 HVAC at Noble.

786 Enfield Street - \$141,000 in HVAC work.

0 North Street - \$4 million in construction for ground mounted PV system.

38 Alden - \$235,000 for the fire rebuild apartments.

37 Residential addresses - \$1.4 million in miscellaneous Rooftop PV panels.

7 Hazard Ave. - building permit for Teriyaki Madness \$185,000 in construction.

561 Hazard Ave. - \$50,000 for HVAC.

25 Hazard Ave. - new tenant fit-out for Carters another \$75,000 in work.

54 Hazard Ave. - \$146,000 for a new salon.

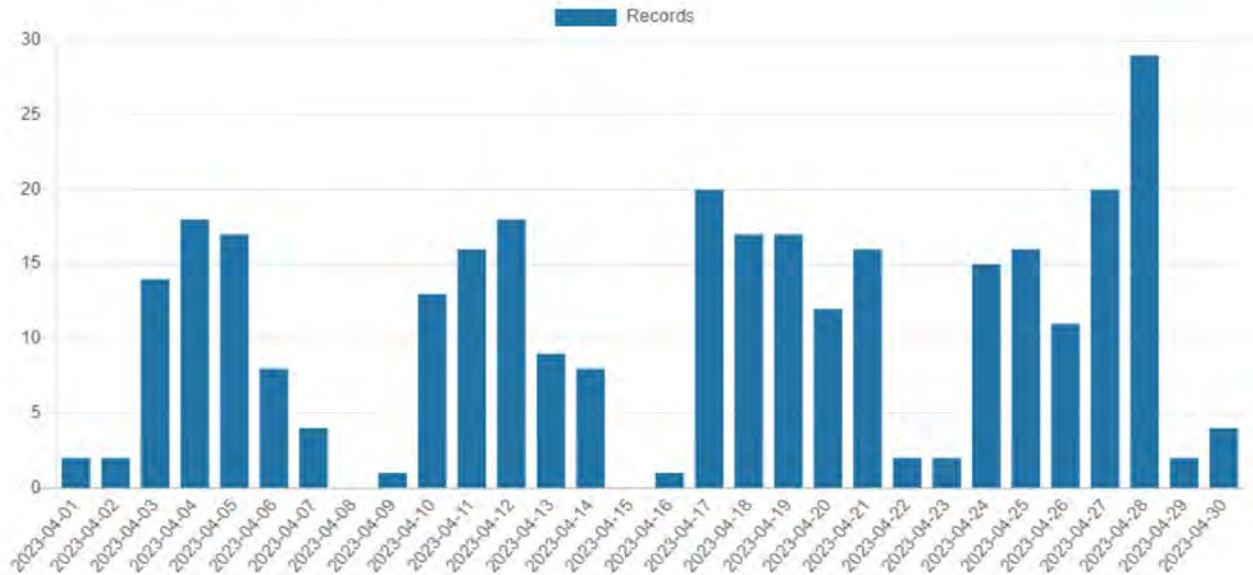
About \$78,000 in revenue for the month with applications for 128 Building permits, 52 electrical permits, 61 HVAC permits, 23 plumbing permits, 38 Photovoltaic permits, 2 Fire Suppression/Sprinkler permits, 1 Fire Alarm permit and 11 Building code complaints for a total of 314 records created for the month.

About 372 inspections were performed in approximately 19 working days.



TOWN OF ENFIELD

Records submitted over time



Totals



314

Records Created



372

Inspections Done



\$78,075.50

Revenue Collected



300

Permits Issued

SOCIAL SERVICES:

Child, Youth & Family

ECDC is currently serving 194 children. In April, our room 5 Pre-K classroom held an art show in the evening for their families. Each child made several pieces of art, from different art mediums, which included sculpture, paint, yarn, 2D and 3D designs. Their creations were modeled after famous artists that the class learned about. After the show, the families enjoyed a movie night at the center.

During April vacation our school-age program attended a field trip to Flight Adventure Park in Manchester, and our 5th graders visited the Youth Center. These trips were in addition to all the fun programming the staff planned for the week. They were very fortunate to have amazing weather for their Spring Break.



TOWN OF ENFIELD

On May 4th ECDC had the return of our annual Talent Show, after a 3-year hiatus due to the COVID pandemic. The show was well attended and was very successful. Between entrance ticket sales, raffle ticket sales and a donation from our corporate sponsor, we raised over \$4000.00!!! Our one-year-olds through 5th grade students performed acts that were prepared by the classroom teachers.

Family Resource Centers

The FRCs continue their in-person *Learning through Play* Groups for children ages birth-five and their families at both our Henry Barnard and Stowe sites. The Henry Barnard FRC is offering 5 weekly in-person groups with 77 adults and 76 children attending. The Stowe FRC is offering 6 weekly in-person groups with 108 adults and 158 children attending in-person playgroups.

Our Friday events included a playgroup at the park during spring break which allowed siblings to attend, a kid's gardening workshop with the town's Master Gardener Susan Pelton that was held at the Stowe FRC to get our garden bed up and growing, and a Bikes and Trikes event on the walking path behind the Town Hall. We also offered our evening playgroup once during the month to support the Week of the Young Child at the playground behind the Town Hall. All bonus play events were well attended.

Our Lead Parent Educator completed the Circle of Security Parenting Series with 8 parents who graduated. The parents all received a certificate, a parent and child book to add to their home libraries and a gift card.

Our Lead Parent Educator organized and planned an event with The LEGO Group for the families in Enfield to support the Week of the Young Child. The adults and children that attended engaged in a series of learning through play activities. Families came away with materials and knowledge to do the activities at home. Dinner was provided, and we had 14 adults and 17 children attend.

Youth Service Bureau

Enfield participated in the Youth Service Bureau's Advocacy Day on April 26th at the Capitol where we heard from a panel of legislators on current issues related to youth and connected with other YSBs across the state. We completed first round of interviews for our Youth Development Worker and are holding second interviews on May 17.

We held a meeting with the Assistant Manager of Westfield Bank regarding partnering on financial literacy educational programs for youth at our Youth Center and Enfield Child Development Center this summer.

Enfield Youth Council

The Enfield Youth Council conducted 2 interviews to be aired on *The Enfield Youth Services Show* on 107.7 WACC at Asnuntuck Community College. Their most recent guests were a representative of The Network, and Youth Recovery CT. The youth work as a group to develop their interview script. Both interviews have had a larger focus on prevention and incorporated researched statistics.



TOWN OF ENFIELD

The Enfield Youth Council had 1 meeting where they discussed ideas for recruitment and an upcoming vaping PSA. The youth have reviewed vaping PSA created by other youth. They have also had discussions during meetings about target demographics and messaging.

Youth Center

We currently have 178 members. Our average daily attendance for the month of April was 33.

April vacation:

ECDC 5th graders spent the afternoon here, they painted birdhouses, played in the gym, enjoyed video games, pool and ping pong. Field trips included the Beach on a beautiful 90-degree day and a trip to Barnes and Noble where some had never been and where they were able to pick out a book.

Focus of staff is continuing to build relationships, especially the new members and guests, always building on developmental assets which includes spending quality time with positive adult role models and creative use of free time, away from electronics and meeting new people.

Adult & Elderly

Food & Nutrition

- The Kitchen at ECDC is currently serving around 360 children for breakfast and 280 for lunch. We are still having supply and food shortage. We are currently hiring for the part time cook position at ECDC. We have received applications and scheduled interviews but have not had any luck with the applicants showing up for the interviews.
- Mark Twain is currently serving around 24 to 35 residents during the weekday meal program. Our Site Manager is wonderful and the residents love having her there. We are serving around 20 to 25 residents in the dining room. We still provide 9 deliveries to residents who have health issues. We have started celebrating birthdays of the month it has brought more residents into the dining room. We are working on other ideas to try to bring more residents into the dining room.
- The weekend meal program at Mark Twain serves anywhere between 22 to 30 residents. We are still having a tough time hiring staff for weekend program. We have not received any new applications for the weekend cook position. We have incorporated new recipes for the residents to try on the weekends. We are going to have taste testing for the residents to vote on new recipes to incorporate into the next cycle.

Care Coordination

Clinical Care Coordinator

Over the past month, the Care Coordination team has engaged in trainings regarding best practices in screening, assessment and goal setting. The CCC provides biweekly supervision to each staff.

The CCC continues to support the work of the JRB at bimonthly meetings as well as follow up and case management. The CCC has also taken a number of referrals for school avoidance in the absence of a youth social worker.



TOWN OF ENFIELD

Last week, one of our MSW interns successfully completed her internship hours. She assisted with case management, group facilitation, department procedures and the transition to electronic records. The CCC provided weekly ongoing supervision.

Adult & Community Social Services Workers

During this time-period Ssw had 33 referrals. 7 were community referrals: 4 for basic needs, 1 for housing, 1 for homelessness and 1 for relationship issues. 26 were from first responders: 1 for basics needs, 1 GateKeeper referral, 3 for mental health and protective custodies, 2 for family stress, 1 for homelessness, 7 for substance misuse and 11 protective custodies. Ssw continues to work ongoing with 9 individuals and is addressing issues such as homelessness, mental health, employment and domestic violence. Ssw has attended training this past month via The Connection and has attended town records and supporting first responders training. Ssw continues to attend GHCAN meetings and provide outreach at Loaves and Fishes.

During this time-period TW had 18 referrals. 15 were community referrals: 1 for appliances, 9 for basic needs (housing, food, medical equipment, clothing, utilities, transportation), 2 for domestic violence, 2 financial assistances for benefit entitlements (energy assistance, SNAP, TANF, SSDI etc.), 4 for mental health, 5 for parent/family stress, 4 for homelessness, and 1 for substance misuse issues. Most individuals identified more than one area of need at the time of referral. 3 were from first responders for protective custodies. TW continues to provide case management, advocacy, and support to 16 individuals. TW has closed out several referrals and active cases this month. TW has attended training this past month via The Connection and the CAN 101 trainings through Journey Home. TW has started to attend GHCAN meetings and is building connections with community partners around housing and basic needs. TW provides weekly outreach at Enfield Food Shelf.

Elderly Services Care Coordinator

ESCC worker received 33 referrals, 23 received from community members and 10 were received from first responders. ESCC has provided continued assistance with 5 Troubled Properties, working in coalition with the Building, Fire, and Health Departments. The most common problem recently has been affordable housing for the elderly. ESCC has encountered multiple elderly and/or disabled residents that are currently in hotels with no housing options available to them at the moment. Many of these residents have contacted other town staff/departments to seek help for affordable housing in Enfield, as the 211 and CAN network can only assist with housing toward the Hartford area.

Early Childhood Social Worker

ECSW has completed Circle of Security Parenting program designed as an intervention model focused on helping caregivers reflect on children's attachment needs to promote secure attachment with a child. This model will further assist ECSW facilitate parent support groups. ECSW is new to this role and is beginning to explore ways to better assist ECDC teachers, families, and children. ECSW is actively working with families who need mental health counseling, parenting support, and basic household needs. ECSW has completed outside community referrals to assist these families, however, mental health providers are limited in the area.



TOWN OF ENFIELD

Youth Social Services Worker

This position has been vacant and the work is being covered by other members of the care coordination team. A conditional offer has been accepted and we hope to have this position filled as of 5/23/23.

Juvenile Review Board Case Manager

The JRB case manager currently has 34 open cases. 10 youth were seen at the JRB during the month of April and the JRB received 7 additional referrals during this time. Four youth who were previously seen at the JRB were referred again for new charges. Breach of peace and assault continue to be primary areas of concern.

Case Worker

172 referrals and 86 participants for renters' rebate and circuit breaker assistance. The case worker continues to collaborate with and support CRT outposted energy assistance worker. CRT processed approximately 200 applications this past month.

Community Initiatives

Enfield Together Coalition

ETC launched the annual local response to the SAMHSA National Prevention Week by collaborating with the Town Manager's Office to host a Community Conversations on Opioids and Substance Misuse and has 2 virtual webinars scheduled this week for both parents and coalition members on social media and the intersection of substance misuse and mental wellness as it relates to youth. ETC also launched its new website, full of resources.

The Enfield Together Coalition formed a National Prevention Week Ad Hoc Workgroup that assisted with tasks related to social media and advertising. Members of this work groups were asked to do research on substances, social media and mental health. That research was sent to iMission, then developed into social media posts. This workgroup was also tasking placing and removing lawns sign to advertise for National Prevention Week.

The Enfield Together Coalition collaborated with Southington STEPS to host a virtual vaping presentation for parents. This presentation was attended by 11 participants.

Grants & Performance

The GPM assisted with completion and submission of the Older Americans Act-Title III C Elderly Nutrition Programs Providers grant.

The Apricot system was used by parents/caregivers for Enfield Social Services 5th Grade Dance registration and completion of a survey following the event. Apricot allows for easier registration, the ability to gather statistical event data and for DSS to make future improvements based on that information. An example of information collected:

Dance Registration

149 Youth registered (13% increase from April 2022 Dance)

57 attend Edgar Parkman School, 70 attend Eli Whitney School, 22 attend Prudence Crandall
97 Females and 52 Males



TOWN OF ENFIELD

Parent/Caregiver Dance Survey

- 74% Learned of the dance from a flyer distributed at school
- 100% Selected "Easy" for Ease of Apricot Registration
- 74% Were not familiar with the Youth Center prior to the Dance
- 74% Are interested in having their youth attend more Youth Center Programs.
- Found Ease of pick up 32% Easy, 21% Somewhat Easy, 10% Neutral, 32% Somewhat Difficult, 5% Difficult (March 2023) *Indicating additional future planning to address this input.

Parent/Caregiver Dance Comments

"THANK YOU to everyone who helped make this event possible. Enfield is lucky to have such a great youth services group."

"My daughter had a great time, a nice and safe thing for kids to do on the weekend."

The GPM continuously creates, updates forms, generates reports, and provides technical assistance for staff and management in Apricot.



A1

TOWN OF ENFIELD

Date: May 15, 2023

Title: Acquisition of Property Known as 810 Enfield Street

Highlights:

- That the property is available between two town owned properties and will tie in to the Master Plan for Town Hall and Higgins Park;
- That the Town Council has made an offer of \$400,000 which will be paid from Fund Balance; and the offer has been accepted
- That on April 27, 2023, the Planning and Zoning Commission gave a positive Sec. 8-24 referral for the acquisition of this property.

BE IT RESOLVED that the Town Council authorizes the Town Manager or her designee to execute and sign all documents necessary for the acquisition of property located at 810 Enfield Street.

Date Prepared: May 1, 2023
Prepared by: Ellen Zoppo-Sassu – Town Manager

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

Resolution Setting a Public Hearing to Amend Enfield Town Code Section 82-41 Parking Violation Fines

WHEREAS, Town Code section 82-41 establishes the fines for various parking violations; and

WHEREAS, the Town Council wishes to amend Town Code section 82-41 to revise the amounts of the fines; and

WHEREAS, the Town Council wishes to seek input from the residents of the Town of Enfield regarding the proposed amendment.

NOW THEREFORE BE IT RESOLVED, the Enfield Town Council will hold a Public Hearing in the Enfield Town Hall Council Chambers, 820 Enfield Street, Enfield, Connecticut on Monday, June 5, 2023 at 6:55 p.m. to allow interested residents an opportunity to express their opinions regarding the amendment to Enfield Town Code section 82-41 Parking Violation Fines.

Date Prepared: May 10, 2023



TOWN OF ENFIELD

Date: May 15, 2023

Subject: Resolution Authorizing Town Manager to Submit an Application and Execute Assistance Agreement with State of Connecticut Department of Housing for the 2023 Community Development Block Grant Small Cities Program

Highlights:

- Funds are currently available, on a competitive basis, through the federal Community Development Block Grant Small Cities Program (CDBG) administered by the Connecticut Department of Housing.
- The Town of Enfield on behalf of the Enfield Housing Authority (EHA) in partnership with Tobacco Valley Development Corporation anticipates applying for the grant amount up to \$1,000,000 under the category of Infrastructure in support of the redevelopment of the Enfield Manor Housing Complex located off of Enfield Street.
- The major items in the application eligible for CDBG funding include environmental abatement, demolition of existing obsolete & distressed structures, removal of existing utility distribution lines, partial installation of new utility distribution lines, and an allowance for temporary relocation.
- The eighty (80) units of residential construction in seventeen (17) structures at Enfield Manor Housing Complex were constructed in 1964 and 1965. The EHA seeks to replace all existing structures with two (2) three-story elevator buildings containing ninety-nine (99) units total. The redevelopment will bring the housing up to current community standards with an average 755 s/f size, full ADA Accessibility, and related safety items including enhanced emergency vehicle access. A total of 115 parking spaces will be provided.

Recommendation:

That the Town Council adopts the attached state-required resolution.

WHEREAS, Federal monies are available under the Connecticut Small Cities Community Development Block Grant Program, administered by the State of Connecticut, Department of Housing pursuant to Public Law 93 -3 83, as amended; and

WHEREAS, pursuant to Chapter 127c, and Part VI of Chapter 130 of the Connecticut General Statutes, the Commissioner of Housing is authorized to disburse such Federal monies to local municipalities; and

WHEREAS, as it is desirable and in the public interest that the Town of Enfield make application to the State for up to \$1,000,000.00 in order to undertake a Small Cities Community Development Program and to execute an Assistance Agreement between all parties, should funding be awarded.



TOWN OF ENFIELD

NOW, THEREFORE, BE IT RESOLVED BY THE ENFIELD TOWN COUNCIL:

1. *That it is cognizant of the conditions and prerequisites for State Assistance imposed by Part VI of Chapter 130 of The Connecticut General Statutes; and*
2. *That the filing of an application by the Town of Enfield for an amount not to exceed \$1,000,000.00 is hereby approved. The Town Manager is hereby authorized and directed to file such Application with the Commissioner of the Department of Housing, to provide additional information in support of the application, to execute such other documents as may be required by the Commissioner of DOH, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an Agreement is offered, to execute any amendments, rescissions, and revisions thereto, and to act as the authorized representative of the Town of Enfield for the grant throughout its full term.*

Date Prepared: May 3, 2023
Prepared by: Office of Economic & Community Development

TOBACCO VALLEY DEVELOPMENT CORPORATION

Executive Summary: Enfield Manor & Extension Redevelopment

Shovel ready affordable housing project that will replace a rapidly deteriorating housing development with 99 new housing units contained in two buildings. Several renovation concepts were studied and determined not to be feasible.

Project:

- Replaces 17 existing structures with two three-story buildings: 80 obsolete units with 99 new units.
- Meets the needs of underserved populations including seniors, veterans, and disabled individuals.

Need:

- While maintained in a safe and sanitary manner, it is now functionally and fiscally obsolete
- At serious risk of failure resulting in the loss of 80 affordable housing units.
- Currently six are uninhabitable due to lack of heat.
- Constructed the 1960's with 17 buildings: 46 efficiency units at only 360 sq. ft. and 34 one-bedroom units at 500 sq. ft.
- Lacks amenities and poorly designed.
- Buildings are very close to the property lines
- Only 54 parking stalls and no room to expand.
- Existing infrastructure is deteriorating.
- Apartments are not ADA compliant.
- Environmental concerns including asbestos and PCB's.

Redevelopment:

- Redevelopment preserves 80 units at risk of failure; add 19 apartments; increases financial feasibility.
- Has all local approvals and design is 98% complete.
- Apartments are 755 SF and A.D.A. compliant.
- Buildings feature common spaces with a laundry, recreation rooms and one central community room
- Passive walking path.
- Incorporates solar and considers resilient power
- 115 parking spaces provided.
- Site is served by senior and local buses connecting to shopping, medical offices, and commuter buses
- Will connect to the new train center.

Financial Commitments

- EHA Project Based subsidies
- \$337,921 CHFA Housing Tax Credit Contribution program
- \$300,000 CT Department of Housing pre-development grant
- \$260,000 Enfield Housing Authority reserves

EHA is prepared to lift the age restriction at another development that is in walking distance of the new train center.

May 15, 2023

Honorable Members
Enfield Town Council
Enfield, Connecticut

Subject: Resolution Waiving the Bid Requirements for the Reconstruction of Wallop School Park Basketball Court

Highlights:

- Whereas, the Enfield Town Council has voted to expedite the replacement of the basketball court for summer use, using ARPA funds.
- It is noted that there are supply chain issues related to availability of vendors and that the Town currently has relationships with vendors engaged in other town projects; these vendors may have the flexibility to do the project quickly
- That the quality of work exhibited by these vendors to date meets the standard of quality that the Town would like to see.

Budget Impact:

There will be no impact on the budget as we will be using an allocation from the ARPA Fund.

Recommendation:

NOW THEREFORE BE IT RESOLVED, that in accordance with Chapter V, Section 8, Paragraph (d) of the Enfield Town Charter, the Enfield Town Council does hereby determine that it is against the best interests of the Town to require Competitive bidding for the reconstruction of this basketball court.

Date Prepared: May 12, 2023

Prepared by: Ellen Zoppo-Sassu – Town Manager

May 15, 2023

Honorable Members
Enfield Town Council
Enfield, Connecticut

Subject: Resolution for the Reconstruction of Wallop School Park Basketball Court

Highlights:

- Whereas, the Enfield Town Council has voted to expedite the replacement of the basketball court for summer use, using ARPA funds.
- It is noted that the Court was removed in the Fall of 2022 due to safety concerns
- The Public Works Dept. is recommending the replacement of the Court using post-tension concrete which will guarantee the Court for 20 years
- The Wallop School Park neighborhood has been very vocal in the importance of this neighborhood park and their desire to see the court replaced.
- It is anticipated that the replacement will be \$200,000

Budget Impact:

There will be no impact on the budget as we will be using an allocation from the ARPA Fund.

Recommendation:

NOW THEREFORE BE IT RESOLVED, that the Town Council vote to replace the basketball court at Wallop School Park and allocate \$200,000 from the ARPA account to fund the expenditure.

B1

TOWN OF ENFIELD

APPLICATION FOR VACANCY ON AGENCIES, BOARDS & COMMISSIONS

Name Angelika Tychanowski Date 5/3/23
 Address 108 Springs. Enfield
 Telephone (Home) 253-3333 (Work) 253-3333
 Email Address Angiejechecloud.com Occupation IC 4
 Registered Voter X (Yes) (No) Party Affiliation R
 Agency, Board, or Commission Interested In: Beautification Committee

New Appointment ☒ Reappointment ☐

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

Please outline your qualifications and how you feel you would contribute to the Agency, Board or

Commission. Experience with gardening, Enfield resident
for 21 years. I'm interested in making our town
better.

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

If yes, please state the name of the Agency, Board or Commission and the time served.

If the Agency, Board or Commission which you requested has no more vacancies, would you consider appointment to another? No

PLEASE MAIL TO:

TOWN MANAGER'S OFFICE
 TOWN OF ENFIELD
 820 ENFIELD STREET
 ENFIELD CT 06082

OR FAX to 253-6310

THANK YOU FOR YOUR
 INTEREST IN THE
 TOWN OF ENFIELD

Eckenroth, Cheryl

From: noreply@civicplus.com
Sent: Monday, May 8, 2023 2:18 PM
To: Eckenroth, Cheryl
Subject: Online Form Submittal: Application for Vacancy on Boards, Agencies & Commissions

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

Application for Vacancy on Boards, Agencies & Commissions

Date	5/8/2023
First and Last Name	Stephanie MacGillivray
Address	33 Robbin Road
City	Enfield
State	CT
Zip	06082
Phone Number	860.929.6100
Second Phone:	N/A
Email	smacgillivray@outlook.com
Occupation	Communications
Occupation Phone Number	Field not completed.
Party Affiliation	Democrat
Registered Voter	Yes
Name of the Board You Wish to Apply For:	Enfield Culture & Arts Commission
Appointment	Reappointment
Please outline your qualifications and how you feel you would contribute to the committee or commission:	I am currently the co-Chair of the organization. I bring with me almost 10 years of communications experience. I was also recently accepted to a program through the CT State Office of the Arts as an Air Facilitator, leading workshops in towns across the state to help communities' problem solve using the arts.

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

Yes

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

ECAC 2022-2023

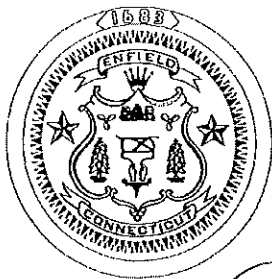
If this is a reappointment, please list the number of meetings attended during the last 12 months:

10

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

No

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



TOWN OF ENFIELD

B3

APPLICATION FOR VACANCY ON AGENCIES, BOARDS & COMMISSIONS

Name Emily A. Clifford Date 5/11/23

Address 8 Gordon Lane, Enfield

Telephone (Home) 860.716.0643 (Work)

Email Address DogEaredPages@gmail.com Occupation teacher

Registered Voter ☒ (Yes) ☐ (No) Party Affiliation Libertarian

Agency, Board, or Commission Interested In: Enfield Culture + Arts
Commission

New Appointment ☐ Reappointment ☒

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

Please outline your qualifications and how you feel you would contribute to the Agency, Board or Commission. I've served as co-chair for The

Enfield Culture + Arts Commission for a year.
I love to promote + attend culture + arts
events in town, giving a strong personal
connection to artists + organizations.

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

If yes, please state the name of the Agency, Board or Commission and the time served.

Enfield Community Chorus

If the Agency, Board or Commission which you requested has no more vacancies, would you consider appointment to another? not at this time

PLEASE MAIL TO:

TOWN MANAGER'S OFFICE
TOWN OF ENFIELD
820 ENFIELD STREET
ENFIELD CT 06082

OR FAX to 253-6310

**THANK YOU FOR YOUR
INTEREST IN THE
TOWN OF ENFIELD**

**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, 2023 and ending June 30, 2024 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, 88-107);
Department of Library Fund (pgs. 110, 112-121);
Insurance Fund (pgs. 124, 125-129);
Information Technology Fund (pgs. 132, 134-138);
Animal Control Fund (pgs. 140, 141);
Emergency Medical Services (pgs. 146, 148-151); and
Capital Improvement funds (pgs. 154-161)

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, 2023
Prepared by: Finance and Town Manager

Budget Amendment Schedule 2023-2024

Amendments to Town Appropriations

Amendment #1

to amend the Manager's proposed 2023-2024 Budget
as shown on various pages in accordance with the Benefit Adjustment schedule (Attachment A - attached):

	<u>FROM</u>	<u>TO</u>
GENERAL FUND HEALTH/MEDICAL ACCOUNTS		
HEALTH/MEDICAL ACCOUNTS (total General Fund accounts)	5,504,455	5,177,473

AMENDMENT #2

to amend the Manager's proposed 2023-2024 Budget
as shown on page 10 in accordance with the following schedule (Town Manager - Professional Services and Miscellaneous Expenditures):

	<u>FROM</u>	<u>TO</u>
Town Manager		
OTHER PROFESSIONAL SERVICES	45,000	35,000
MISCELLANEOUS EXPENDITURES	12,000	7,000

AMENDMENT #3

to amend the Manager's proposed 2023-2024 Budget
as shown on page 17 in accordance with the following schedule (Town Clerk - Other Compensation):

	<u>FROM</u>	<u>TO</u>
Town Clerk		
OTHER COMPENSATION	9,670	-

AMENDMENT #4

to amend the Manager's proposed 2023-2024 Budget
as shown on page 38 in accordance with the following schedule (DPW - supervisor position):

	<u>FROM</u>	<u>TO</u>
PUBLIC WORKS ADMINISTRATION		
SALARIES	379,708	277,611
HEALTH/MEDICAL INSURANCE	189,258	167,286
LIFE INSURANCE	1,267	1,074
SOCIAL SECURITY (FICA)	45,713	39,456
MEDICARE	10,691	9,210

AMENDMENT #5

to amend the Manager's proposed 2023-2024 Budget
as shown on pages 42, 44, 46, 48 and 50 in accordance with the following schedule (DPW operations reductions):

	<u>FROM</u>	<u>TO</u>
BUILDINGS AND GROUNDS (Page 42)		
OVERTIME	100,000	85,000
EQUIPMENT REPAIR & MAINT	5,000	3,000
RENTAL - EQUIPMENT/VEHICLES	15,000	5,000
ADVERTISING	1,500	1,000
VEHICLE SUPPLIES/MATERIALS	11,000	9,000
DUES & FEES & SUBSCRIPTIONS	10,000	7,000
CUSTODIAL/MAINTENANCE (Page 44)		
OVERTIME	202,000	182,000
CUSTODIAL SUPPLIES	213,485	193,485

AMENDMENT #5 (Continued)

	<u>FROM</u>	<u>TO</u>
HIGHWAY MAINTENANCE (Page 46)		
OVERTIME	140,000	100,000
CONSTRUCTION SERVICES	12,500	5,000
MAINTENANCE & BUILDING SUPPLIES	298,437	209,300
FOOD/FOOD RELATED	6,500	3,500
EQUIPMENT REPAIR & MAINTENANCE (Page 48)		
OVERTIME	15,000	10,000
REFUSE COLLECTION & DISPOSAL (Page 50)		
LAND & BUILDING SERVICES	18,800	8,300
DISPOSAL SERVICES	2,181,152	2,180,402
MAINTENANCE & BUILDING SUPPLIES	6,000	4,500

AMENDMENT #6

to amend the Manager's proposed 2023-2024 Budget
as shown on page 52 in accordance with the following schedule (Planning - vacant position):

	<u>FROM</u>	<u>TO</u>
PLANNING		
SALARIES	441,913	389,776
HEALTH/MEDICAL INSURANCE	103,074	81,910
SOCIAL SECURITY	27,427	24,194
MEDICARE	6,220	5,464

AMENDMENT #7

to amend the Manager's proposed 2023-2024 Budget
as shown on page 64 in accordance with the following schedule (Planning - Agriculture Summit):

	<u>FROM</u>	<u>TO</u>
BOARDS & COMMISSIONS		
AGRICULTURE/CONSERVATION	17,986	2,986

AMENDMENT #8

to amend the Manager's proposed 2023-2024 Budget
as shown on page 68 in accordance with the following schedule (CIP Adjustments - see schedule - Attachment B):

	<u>FROM</u>	<u>TO</u>
NON-DEPARTMENTAL CHARGES		
TRANSFERS TO CAPITAL	7,088,263	5,007,506

AMENDMENT #9

to amend the Manager's proposed 2023-2024 Budget
as shown on page 68 in accordance with the following schedule adjust transfers for expense reductions to other funds):

	<u>FROM</u>	<u>TO</u>
NON-DEPARTMENTAL CHARGES - TRANSFERS OUT AND CONTINGENCY		
TRANSFERS TO IT	3,861,298	3,736,220
TRANSFERS TO SOCIAL SERVICES	2,874,135	2,799,178
TRANSFERS TO LIBRARY	2,831,542	2,653,848
TRANSFERS TO EMS	1,095,529	1,062,507
TRANSFERS TO DOG FUND	166,732	165,097

Amendment to Total Town APPROPRIATION

AMENDMENT #10

to amend the Manager's proposed 2023-2024 APPROPRIATION for the Town
as shown on page 8 by DECREASING from \$80,707,729 to \$77,408,757.

Amendment to Total School APPROPRIATION

AMENDMENT #11

to amend the Manager's proposed 2023-2024 APPROPRIATION for the Board of Education
as shown on page 8 from \$76,179,555 to \$75,929,555.

Amendment to Total Town and School APPROPRIATION

AMENDMENT #12

to amend the Manager's proposed 2023-2024 APPROPRIATION for the Total Budget
as shown on page 8 by DECREASING from \$156,887,284 to \$153,338,312

Amendment to Revenue Estimates

AMENDMENT #13

to amend the Manager's proposed 2023-2024 Budget
as shown on page 5 in accordance with the following schedule (Adjust current year taxes for new mill rate):

	<u>FROM</u>	<u>TO</u>
GENERAL FUND REVENUE		
TAXES-REAL ESTATE	93,293,517	90,033,071
TAXES -PERSONAL PROPERTY	8,232,086	7,943,560

AMENDMENT #14

to amend the Manager's proposed 2023-2024 Budget by DECREASING the Total
Revenue Appropriation as shown on pages 4 and 6 from \$156,887,284 to \$153,338,312

Amendments to Social Services Fund

Amendment #15

to amend the Manager's proposed 2023-2024 Social Services Fund Budget
as shown on various pages in accordance with the Benefit Adjustment schedule (Attachment A - attached):

	<u>FROM</u>	<u>TO</u>
SOCIAL SERVICES FUND/MEDICAL ACCOUNTS		
HEALTH/MEDICAL ACCOUNTS (total Social Services Fund accounts)	1,362,489	1,287,532

AMENDMENT #16

to amend the Manager's proposed 2023-2024 Social Services Fund Budget
as shown on page 132 to reduce general fund support to reflect Information Technology amendments to appropriations

	<u>FROM</u>	<u>TO</u>
SOCIAL SERVICES FUND REVENUE SUMMARY (Page 82)		
GENERAL FUND TRANSFERS IN	2,874,135	2,799,178

Amendments to the Library Department Fund

Amendment #17

to amend the Manager's proposed 2023-2024 Library Department Budget
as shown on various pages in accordance with the Benefit Adjustment schedule (Attachment A - attached):

	<u>FROM</u>	<u>TO</u>
LIBRARY DEPARTMENT FUND/MEDICAL ACCOUNTS		
HEALTH/MEDICAL ACCOUNTS (total Library Department Fund accounts)	379,147	359,170

AMENDMENT #18

to amend the Manager's proposed 2023-2024 Library Department Budget
as shown on page 110 in accordance with the following schedule (Library - Notary Revenue)

	<u>FROM</u>	<u>TO</u>
LIBRARY		
CHARGES FOR SERVICES	11,000	11,700

AMENDMENT #19

to amend the Manager's proposed 2023-2024 Library Department Budget
as shown on page 114 in accordance with the following schedule (Library expense reductions)

	<u>FROM</u>	<u>TO</u>
LIBRARY		
OVERTIME	5,000	3,500
POSTAGE	1,500	480
PRINTING & REPRODUCTION	1,100	600
OFFICE SUPPLIES	8,000	7,200

AMENDMENT #20

to amend the Manager's proposed 2023-2024 Library Department Budget
as shown on page 116 in accordance with the following schedule (Senior Center expense reductions)

	<u>FROM</u>	<u>TO</u>
LIB/LEISURE - SENIOR CENTER		
OTHER PROFESSIONAL SERVICES	126,880	62,880
ADVERTISING	400	100
PRINTING & REPRODUCTION	1,000	900
OFFICE SUPPLIES	2,000	1,500
FOOD/FOOD RELATED	19,000	8,000

AMENDMENT #21

to amend the Manager's proposed 2023-2024 Library Department Budget
as shown on page 118 in accordance with the following schedule (Recreation - Proposed Position):

	<u>FROM</u>	<u>TO</u>
LIB/LEISURE - REC PROGRAMS		
SALARIES	239,135	196,806
HEALTH/MEDICAL INSURANCE	75,241	43,705
LIFE INSURANCE	688	495
SOCIAL SECURITY (FICA)	26,762	24,137
MEDICARE	6,261	5,647

AMENDMENT #22

to amend the Manager's proposed 2023-2024 Library Department Budget
as shown on page 110 to reduce general fund support to reflect Information Technology amendments to appropriations

	<u>FROM</u>	<u>TO</u>
LIBRARY DEPARTMENT REVENUE SUMMARY		
LIBRARY ADMINISTRATION - GENERAL FUND TRANSFERS IN	365,600	363,778
LIBRARY - GENERAL FUND TRANSFERS IN	1,789,673	1,773,494
LIB/LEISURE - SENIOR CENTER - GENERAL FUND TRANSFERS IN	267,820	189,410
LIB/LEISURE - REC PROGRAMS - GENERAL FUND TRANSFERS IN	381,665	300,382
	26,784	

Amendments to Information Technology Fund

Amendment #23

to amend the Manager's proposed 2023-2024 Information Technology Fund Budget
as shown on various pages in accordance with the Benefit Adjustment schedule (Attachment A - attached):

	<u>FROM</u>	<u>TO</u>
INFORMATION TECHNOLOGY FUND/MEDICAL ACCOUNTS		
HEALTH/MEDICAL ACCOUNTS (total Information Technology Fund accounts)	245,539	232,461

AMENDMENT #24

to amend the Manager's proposed 2023-2024 Information Technology Budget
as shown on page 132 in accordance with the following schedule (IT - E Rate Rebates)

	<u>FROM</u>	<u>TO</u>
INFORMATION TECHNOLOGY		
INTERGOVERNMENTAL REVENUE	-	112,000

AMENDMENT #25

to amend the Manager's proposed 2023-2024 Information Technology Budget
as shown on page 132 to reduce general fund support to reflect Information Technology amendments to appropriations

	<u>FROM</u>	<u>TO</u>
INFORMATION TECHNOLOGY		
GENERAL FUND TRANSFERS IN	3,861,298	3,736,220

Amendments to Animal Control Fund

Amendment #26

to amend the Manager's proposed 2023-2024 Animal Control Fund Budget
as shown on various pages in accordance with the Benefit Adjustment schedule (Attachment A - attached):

	<u>FROM</u>	<u>TO</u>
ANIMAL CONTROL FUND/MEDICAL ACCOUNTS		
HEALTH/MEDICAL ACCOUNTS (total Animal Control Fund accounts)	30,397	28,762

AMENDMENT #27

to amend the Manager's proposed 2023-2024 Animal Control Fund Budget
as shown on page 140 to reduce general fund support to reflect Animal Control Fund amendments to appropriations

	<u>FROM</u>	<u>TO</u>
ANIMAL CONTROL FUND REVENUE SUMMARY (Page 140)		
GENERAL FUND TRANSFERS IN	166,732	165,097

Amendments to Emergency Medical Services Fund

Amendment #28

to amend the Manager's proposed 2023-2024 Emergency Medical Services Fund Budget
as shown on various pages in accordance with the Benefit Adjustment schedule (Attachment A - attached):

	<u>FROM</u>	<u>TO</u>
EMERGENCY MEDICAL SERVICES FUND/MEDICAL ACCOUNTS		
HEALTH/MEDICAL ACCOUNTS (total Emergency Medical Services Fund accounts)	621,050	588,028

AMENDMENT #29

to amend the Manager's proposed 2023-2024 Emergency Medical Services Fund Budget
as shown on page 132 to reduce general fund support to reflect Information Technology amendments to appropriations

	<u>FROM</u>	<u>TO</u>
EMERGENCY MEDICAL SERVICES FUND REVENUE SUMMARY (Page 146)		
GENERAL FUND TRANSFERS IN	1,095,529	1,062,507

Amendments to Water Pollution Control Fund

Amendment #30

to amend the Manager's proposed 2023-2024 Water Pollution Control Fund Budget
as shown on various pages in accordance with the Benefit Adjustment schedule (Attachment A - attached):

	<u>FROM</u>	<u>TO</u>
WATER POLLUTION CONTROL FUND/MEDICAL ACCOUNTS		
HEALTH/MEDICAL ACCOUNTS (total Water Pollution Control Fund accounts)	302,857	286,764

AMENDMENT #31

to amend the Manager's proposed 2023-2024 Water Pollution Control Fund Budget
as shown on page 75 in accordance with the following schedule (Reduce funding for Crane Service Truck and a WPC Admin Car in CIP)

	<u>FROM</u>	<u>TO</u>
NON-DEPARTMENTAL CHARGES		
TRANSFERS TO CAPITAL	3,207,684	3,054,000

AMENDMENT #32

to amend the Manager's proposed 2023-2024 Water Pollution Control Fund Budget
as shown on pages 74 in accordance with the following schedule (DPW operations reductions):

	<u>FROM</u>	<u>TO</u>
WATER POLLUTION CONTROL		
OVERTIME	135,000	130,000
TUITION REIMBURSEMENTS	3,000	1,500
OTHER PROFESSIONAL SERVICES	318,000	313,000
TECHNICAL SERVICES	85,200	70,200
UTILITY SERVICES	12,050	11,050
WATER/SEWERAGE	469,000	464,000
GROUNDS SERVICES	5,000	4,000
EQUIPMENT REPAIR & MAINTENANCE	127,000	122,000
COPYING & REPRODUCTION	1,000	800
MAINTENANCE & BUILDING SUPPLIES	124,000	122,500
SAFETY SUPPLIES/MATERIALS	22,725	20,725
OTHER SUPPLIES/MATERIALS	303,000	298,000
BOTTLED GAS	5,800	4,400
UNIFORMS	7,500	6,500
FOOD & FOOD RELATED	750	650

AMENDMENT #33

to amend the Manager's proposed 2023-2024 Water Pollution Control Fund Budget
as shown on page 72 to reduce estimated Water Pollution Control Fund Revenue

	<u>FROM</u>	<u>TO</u>
WATER POLLUTION CONTROL FUND REVENUE		
CHARGES FOR SERVICES	8,343,624	8,124,147

Town of Enfield Benefit Adjustment Schedule
Attachment A
FY24 Budget

GENERAL FUND		Budget Page	FROM	(3% Health Ins)	TO
Org Code					
10120000- 521000	Town Manager	10	70,001	(3,706)	66,295
10130000- 521000	Town Attorney	12	53,869	(2,878)	50,991
10160100- 521000	Town Clerk - Administration	17	112,643	(5,989)	106,654
10161600- 521000	Town Clerk - Record Mgt	19	11,922	(631)	11,291
10170000- 521000	Human Resources	21	35,208	(1,822)	33,386
10180100- 521000	Finance - Administration	23	35,217	(1,907)	33,310
10181000- 521000	Finance - Treasury	25	79,382	(4,192)	75,190
10183000- 521000	Finance - Revenue Assessment and Collection	27	145,654	(7,771)	137,883
10184000- 521000	Finance - General Services	29	53,509	(2,857)	50,652
	Protection of Life and Property - Public Safety				
10200250- 521000	Communication	34	314,540	(16,626)	297,914
10200500- 521000	Protection of Life and Property - Police Services	31	1,876,637	(125,443)	1,751,194
10300100- 521000	Public Works - Administration	38	189,258	(10,112)	179,146
10300325- 521000	Public Works - Building Inspection	40	121,531	(6,403)	115,128
10300340- 521000	Public Works - Building & Grounds Maintenance	42	479,297	(29,333)	449,964
10300345- 521000	Public Works - Custodial/Maintenance	44	966,073	(56,586)	909,487
10300370- 521000	Public Works - Highway Maintenance	46	256,745	(13,631)	243,114
10300380- 521000	Public Works - Equipment Maint & Repair	48	161,489	(8,539)	152,950
10300390- 521000	Public Works - Refuse Collection & Disposal	50	392,776	(20,670)	372,106
10406100- 521000	Planning	52	103,074	(5,433)	97,641
10505100- 521000	Economic and Community Development	54	45,630	(2,453)	43,177
Total General Fund			5,504,455	(326,982)	5,177,473
SOCIAL SERVICES FUND					
22040001- 521000	Social Services - Administration	89	108,564	(5,545)	103,019
various 521000	Social Services - Adults & Elderly	95	270,582	(15,097)	255,485
various 521000	Social Services - Child, Youth and Family	98	883,630	(49,171)	834,459
22040418- 521000	Social Services - Care Coordination	102	99,713	(5,144)	94,569
Total Social Services Fund			1,362,489	(74,957)	1,287,532
LIBRARY DEPARTMENT FUND					
22505500- 521000	Library Department - Lib/Leisure - Admin	112	33,708	(1,822)	31,886
22505510- 521000	Library Department - Lib/Leisure - Library	114	222,791	(11,659)	211,132
22505520- 521000	Library Department - Lib/Leisure - Senior Center	116	47,407	(2,510)	44,897
22505530- 521000	Library Department - Lib/Leisure - Recreation	118	75,241	(3,986)	71,255
Total Library Department			379,147	(19,977)	359,170
INFORMATION TECHNOLOGY FUND					
24012100- 521000	Information Technology - Information Technology	134	245,539	(13,078)	232,461
ANIMAL CONTROL FUND					
25120075- 521000	Animal Control Fund	141	30,397	(1,635)	28,762
EMERGENCY MEDICAL SERVICES FUND					
25222000- 521000	Emergency Medical Services Fund	148	621,050	(33,022)	588,028
Total Reductions			8,143,077	(469,651)	7,673,426
WATER POLLUTION CONTROL FUND					
25120075- 521000	Water Pollution Control Fund	74	302,857	(16,093)	286,764

Town of Enfield
Schedule of Capital Funding Changes
Attachment B
FY 2024 Budget

PROJECT	From	To	Reduction
Eli Whitney Roof (Fund through BOE Sinking Fund)	75,000	-	(75,000)
Hazardville Memorial Roof (Fund through BOE Sinking Fund)	60,000	-	(60,000)
Wallop School Basketball Court (Fund through ARPA)	200,000	-	(200,000)
Alcorn Gym Floor Replacement	120,000	-	(120,000)
Rest Room Renovations - Library (104 Middle Road)	150,000	-	(150,000)
Carpet Replacement - SJC Admin Offices	20,000	-	(20,000)
Sign Shop Improvements	36,000	-	(36,000)
Animal Shelter - Replacement gate with opener	25,000	-	(25,000)
EMS Standby Generator w/ shore power	60,000	-	(60,000)
Fleet - Fork Lift	65,000	-	(65,000)
Backhoe	145,000	-	(145,000)
B&G Boom Lift (little Genie electric for Annex/JFK/EHS	60,000	-	(60,000)
B&G enclosed trailers for mowers	15,000	-	(15,000)
Bathroom Cleaning Machines	16,000	9,600	(6,400)
Police Cruisers - reduce by 4	750,000	450,000	(300,000)
Side Load Refuse Truck (1)	448,877	-	(448,877)
Engineering - Transit Connect (0688)	36,000	-	(36,000)
Engineering - Van - Transit Connect (0706)	36,000	-	(36,000)
Orlando Drive Culvert	125,000	-	(125,000)
	-	-	-
	-	-	-
Completed Projects - Reallocate Balance to FY24 Projects	-	-	-
DPW Truck Wash - Acct # 31008163 545000	9,750.48	-	(9,750.48)
Alcorn Parking Lot - Acct # 31008200 545000	22,025.55	-	(22,025.55)
Higgins Park Basketball Court - Acct # 31008211 545000	4,064.95	-	(4,064.95)
Freshwater Dam Training Wall - Acct # 31008874 545000	3,126.73	-	(3,126.73)
DPW Planning - Acct # 31008874 533900	54,700.00	-	(54,700.00)
Guide Rail Installments - Acct # 31008532 545000	0.71	-	(0.71)
Stowe ELC Children's Bathroom - Acct # 31008197 545000	3,811.98	-	(3,811.98)
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
Total	2,540,357.40	459,600.00	(2,080,757.40)

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 2023-24 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, 2023
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 \$75,929,555 included the anticipated revenue of \$28,380,000 from the Education Block (Cost Sharing) Grant and Special Education Grant.

Date Prepared: May 12, 2023
Prepared by: Finance and Town Manager

**ENFIELD TOWN COUNCIL
RESOLUTION NO. _____**

RESOLVED, that a tax rate of 30.56 mills be set on the Real Estate and Business Personal Property Grant List of October 1, 2022 for the Town of Enfield and shall be payable in two semi-annual installments - July 1, 2023 and January 1, 2024; and

BE IT FURTHER RESOLVED, that a tax rate of 29.21 mills be set on the Motor Vehicle Grand List of October 1, 2022 and shall be paid in full on July 1, 2023; 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, 2023; 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, 2023
Prepared by: Finance and Town Manager