



**MINUTES
ENFIELD TOWN COUNCIL
REGULAR MEETING
September 18, 2023
7:00 PM - Council Chambers
<https://youtube.com/live/8USvufedCBo>**

1. PRAYER

- Prayer by Ken Nelson

2. PLEDGE OF ALLEGIANCE

- Recited

3. ROLL CALL

Present: Gina Cekala, Robert Cressotti, Matthew Despard, Douglas Finger, Nick Hopkins, Michael Ludwick, Cynthia Mangini, Ken Nelson Jr., Marie Pyznar, John Santanella, Lori Unghire

Absent: None

4. FIRE EVACUATION ANNOUNCEMENT

- Announced

5. MINUTES OF PRECEDING MEETINGS

- Special Meeting - August 21, 2023

MOTION #6703 by: Cynthia Mangini seconded: Lori Unghire to accept the minutes.

Councilor Ludwick motioned to amend the minutes to correct the spelling of his last name on page 3.

Upon a **SHOW OF HANDS** vote, the Chair declared **MOTION #6703** adopted as amended.

Yes: Ken Nelson Jr., John Santanella, Cynthia Mangini, Lori Unghire, Matthew Despard, Gina Cekala, Douglas Finger, Nick Hopkins, Marie Pyznar, Michael Ludwick, Robert Cressotti No: None Abstain: None.

- Regular Meeting - August 21, 2023

MOTION #6704 by: Cynthia Mangini seconded: Lori Unghire to accept the minutes.

Councilor Finger expressed his concern that some of his comments were not included in the minutes and would like an explanation. The Town Clerk explained that the minutes are composed in compliance with Robert's Rules of Order which include a record of votes cast, and general commentary is no longer included in the minutes as each item on the agenda is bookmarked in the meeting videos available online.

Upon a **SHOW OF HANDS** vote, the Chair declared **MOTION #6704** adopted. Yes: Ken Nelson Jr., John Santanella, Cynthia Mangini, Lori Unghire, Matthew Despard, Gina

Cekala, Nick Hopkins, Marie Pyznar, Michael Ludwick, Robert Cressotti No: Douglas Finger
Abstain: None.

- Special Meeting - September 7, 2023

MOTION #6705 by: Cynthia Mangini seconded: Gina Cekala to accept the minutes.

Upon a **SHOW OF HANDS** vote, the Chair declared **MOTION #6705** adopted. Yes: Ken Nelson Jr., John Santanella, Cynthia Mangini, Lori Unghire, Matthew Despard, Gina Cekala, Douglas Finger, Nick Hopkins, Marie Pyznar, Michael Ludwick, Robert Cressotti
No: None Abstain: None.

6. SPECIAL GUESTS

Mayor Cressotti acknowledged the members of the Daughters of the American Revolution and presented them with a Proclamation for Constitution Week. He asked Councilor Mangini to join him in presenting as a fellow member of the DAR. The Proclamation declared the week of September 17th through the 23rd as Constitution Week in the Town of Enfield.

Gigi Landry, Regional Vice-President of the Penelope Terry Abby Chapter of the DAR, explained that it is their duty to educate the public on the Constitution and all of the achievements made over the last two hundred years, and how it paved the way for what we know now as the United States of America. The various achievements and works are still in motion today and she thanked the Mayor for recognizing Constitution Week.

- Suicide Prevention Awareness Month

Mayor Cressotti acknowledged Suicide Prevention Awareness Month and the work of Town Departments, including the schools, Social Services, Police and EMS in their efforts to combat the growing epidemic of suicides amongst our younger age groups. Mayor Cressotti read a proclamation declaring September as Suicide Prevention Awareness Month in the Town of Enfield.

Tammy Rodriguez, parent to eleven-year-old Selena Rodriguez, gave her testimony concerning her daughter. She spoke of the circumstances surrounding her daughter's untimely passing and the different avenues they utilized to help her daughter, from therapy to inpatient treatment. Ms. Rodriguez has made it her life's mission to speak out about prevention and awareness. She explained the importance of checking on friends and family and encouraged people to be kind, as the act of kindness alone could make a huge difference in someone's life.

7. PUBLIC COMMUNICATION AND PETITIONS

George Young, 8 Holly Lane

Mr. Young inquired about the projected interest on the CWF Loans for the 23/24 budget year versus the 21/22 budget years when it was significantly less. He provided the amortization schedule for the loan and questioned the payments owed for the next four years, as the payments due do not reflect a correct amortization based off the amount of the loan or the interest owed. He would like the Council and WPC to work together to compare the principal and interest to what was originally voted on in the referendum. He also asked about the use of ARPA funds not being used on Brainard Park and only on the pump stations on Grape Brook and Sparkle Street.

Michelle Wilcox, 5 Cheryl Drive

Ms. Wilcox has resided in her home for twenty-eight years and spoke about the qualities of her quiet neighborhood. She said at the end of April construction began on Cheryl Drive, Edmund Lane and Stephen Drive, which lasted for seventeen weeks. She questioned the duration of the project and the amount of time it took to complete it. This project left a sinkhole on her property that she felt was a danger as it was exposed. She provided pictures and documentation to the Town and eventually the sinkhole was roped off, but she preferred a plank to cover the hole. On July 20, an excavator that weighed 18,000 pounds was left on her property without her permission and left unused for five days. Ms. Wilcox contacted Hinckley Construction twice during that time to remove the equipment and both times the calls were left unanswered. Her lawn has two ruts from the weight of the machine, and they pose a liability if someone were to hurt themselves on it and she would be liable. The reseeded from Hinckley Construction included weeds notorious for killing native grass and it will cost Ms. Wilcox and her neighbors extra money to have fixed. Standing water has become a problem due to the catch basin trapping the silt. They are enduring flooding even on the newly paved road because the debris is not being cleared from the catch basin. Ms. Wilcox asked to see the original contract as the residents were told they were going to be getting curbs prior to completion of the project.

Kathleen Kelley, 2 Van Buren Road

Ms. Kelley asked if there was an ordinance about trash on someone's property, specifically the backyard, including unregistered vehicles and obscene signs. Ms. Kelley hopes the Council will consider drafting an ordinance if there isn't already one in place.

Melanie Dubiel, 4 Francis Avenue

Ms. Dubiel expressed her frustration with the Town Council and their decision to vote on the parking situation without the residents being involved. She said two weeks prior to the decision the streets surrounding Jimmy's Pub were quiet and the Friday following the decision the signs came down and the problems started again. She saw on social media there was going to be a Councilor Karaoke Night at Jimmy's Pub and that it was being paid

for by the Democratic Town Committee. She believes this to be a code of ethics violation.

Susan Budd, 2 Francis Avenue

Ms. Budd asked the Council to explain their role as a Council person, as she was confused as to what their duty to the public is. She was frustrated that the residents of Francis Avenue were not invited to vote on the decision regarding the parking situation. The Town has excused themselves from being involved in the matter, saying it is an issue between the residents and the business. Ms. Budd believes the Town is, in fact, involved because they allowed Jimmy's Pub to be a restaurant with a bar which has now become a full bar with insufficient parking. Ms. Budd stated it was a slap in the face that the Council did not vote for residential parking and then had the Democratic Town Committee hold a fundraiser at Jimmy's Pub. She believes the Town should reinstate the residential parking and enforce it.

Robert Buczkowski, 21 Francis Avenue

Mr. Buczkowski was surprised about the vote at the last Council meeting regarding Francis Avenue residential parking, stating that everyone was in agreement for eleven months that parking was an issue, and then overnight the stance changed. He requested that the Council reconsider the parking ban on Francis Avenue, including Resident Only from 10pm to 6am, all others towed and that it only be for Francis Avenue and not the entire neighborhood. Under the assumption that Council reconsiders the parking ban, the towing portion would be hard to enforce. Mr. Buczkowski said the Town Manager had been disagreeable with this parking situation from the beginning and said a 6-5 vote could remove the Town Manager from her position at any time and that in doing so it would rectify the Francis Avenue parking situation.

Nikki Price, 1324 Enfield Street

Ms. Price reread the report by Bertrand Moses dated June 1, 2023 after the last Council meeting. She said the report suggested that the town consider a limited Charter revision for Chapter 5, Section 4 to allow the appointment of alternate members to the Board of Assessment Appeals. The report mentions the Effective Year Built (EYB) and that the information is suppressed by Assessor's in most towns, including Enfield, because the average taxpayer is not educated enough to understand the EYB. She felt it was a legal but unethical practice. The Commission report regarding 78 Park Avenue did not address the issue with the tax auction and title. It led to the Longhi's not owning the property and the issue not being corrected immediately.

George Young, 8 Holly Lane

Mr. Young stated the Town has budgeted for two new pump stations at a cost of \$838,000

per year for four years starting in fiscal year 2026. The total would be \$3,352,000 for the four years, which is close to the ARPA funds transfer. He asked for clarification as to whether these are two brand new pump stations and asked why the project didn't go to a referendum. He feels the amount of money budgeted for the project comes close to the amount of money needed to not have to go to a referendum and that is why the project went through without a vote. He would like to see a Charter revision so the allowed percentage going forward for project approval without referendum votes will be changed. He believes the budget, mill rate and sewer usage fees will never go down as long as the Council has their current spending ability. He does not believe the residents have received the full benefit of the ARPA funds, as the Town spent about 27% of the funds on repairs of two pump stations which were funded by referendum. The Town gave about \$450,000 in ARPA funds as grants to non-profits and small businesses and he wanted to know if the Town follows up to make sure the funds were spent in accordance with the grants.

8. COUNCILOR COMMUNICATIONS AND PETITIONS

Councilor Despard asked the Town Manager for a report as to what the Town was doing to fix Ms. Wilcox's yard. He stated he would be more than happy to visit the property and provide information to the Blight Committee regarding the situation on Van Buren Road. He empathized with the residents of Francis Avenue and noted that there were other suggestions as well as police correspondence offering solutions which had been forwarded to members of the Council. He would be willing to bring the concern forward. He stated there is a high demand for the Craft Fair and Farmer's Market to continue through the fall and winter. He acknowledged it was National Air Force Day as a way of thanking our service members for their service. He supported a motion to pass the Open Space Assessment Ordinance and to revisit the Water Company portion at a later date.

Councilor Nelson spoke about the condition of a bridge in Thompsonville that was not suitable for walking on at this time and provided pictures for the Council. He would like to see more signage regarding Town Council meetings as a public reminder on the Town Green. He offered a link: www.seeclickfix.com for the blight concern, where you can report anonymously and the Town will send someone out to investigate and take action as needed. He reiterated that the vote regarding Francis Avenue was only voted on by the Council and did not include the Town Manager.

Mayor Cressotti clarified that the flyer on social media regarding the Democratic Town Committee holding a fundraiser at Jimmy's Pub is no longer correct, as there was a conflict. He agreed the Public Safety Committee can review the letter published by members of the Police Department to see if there are reasonable recommendations that they can work with for Francis Avenue. He congratulated members of the 1961 high school football team that won the suburban league as they were inducted into the Athletic Hall of Fame. Their 93-

year-old coach and several team members were in attendance. Members of the 1983 Fermi cheerleading team who had won an international competition were also recognized: Jack Griffin, Justine Lombardi, Mike Little, Steve Jones and Stacy Wilhelm-Liver. He recognized the Woman's Club, who celebrated their 125th anniversary and thanked them for their volunteer efforts in town. On September 30, the town will recognize Limp Girdle Muscular Dystrophy Day and will present a proclamation to Heather Stewart. It affects a number of people and limits their mobility. Allied Community will have their 15th annual walk and ask for support for Allied's sports and recreation program. The walk-a-thon will be held on the Town Green. There is a concern about people using the high school track during school hours. School faculty and coaches feel it is a safety hazard to allow the public to utilize the track at the same time as students, and the DPW committee will be contacted for their input. Ms. Wilcox yard will be discussed for remediation.

Councilor Pyznar assured Mr. Young that she would review his figures regarding the pump stations. She gave information to Councilors' Ludwick and Finger about Ms. Wilcox's yard, and they were able to speak to her. She responded to Ms. Budd, stating that she voted down the ban on Francis Avenue because she did not feel she could do it for an indefinite amount of time. She addressed the comments on social media about her questioning the Board of Education budget. She explained that when attending a Town Hall meeting held by Senator Kissel and Representative Hall in April, a pamphlet was provided which showed a discrepancy in what the town had budgeted for based on the town's Alliance District status. After the ECS funds showed the lesser funds available, Councilor Pyznar reached out to the Town Attorney and Town Manager to see if the Finance Director could make available the BOE funds that had been budgeted for originally. The numbers provided by the Town Manager and Finance Director were not in agreement with what she expected, and she was unsure why a resolution wouldn't be passed to correct those figures. She found out that the same budgeting strategy was used the year prior, resulting in the same outcome and the excess went into the fund balance. A request was made for a sixty-month look back so she could understand the fund better. She inquired as to where the funds to maintain the school roofs could be found, since it would not be voted on in a referendum.

Deputy Mayor Cekala expressed frustration about the continued discussion of the \$1.4 million Board of Education budget and the questioning of town employee credentials. In response to Mr. Young, it was explained that \$3.5 million from ARPA was set aside for infrastructure and a lot of the funds were used for other programs but the majority of the \$3.5 million was set aside for the upgrades to WPCA. She explained to the residents of Francis Avenue that the meeting regarding the vote was open to the public and they were able to attend. She also stated that, regardless of the current vote, it didn't mean the situation would not continue to be evaluated. She reiterated that it requires six votes to

make a decision and that often times it is difficult with eleven members having different opinions and ideas.

Councilor Santanella stated that because of the way the Board of Education budget has been created in the past, as well as for the current year, it has created a surplus of funds that would not have otherwise existed if the budget was finalized any other way. He explained that the teachers were given a \$3.8 million increase in their contract and that that was a big reason for the tax increase. The educators' pay increase was the first step increase they have received in seven years. The Police Department also received a salary increase of \$1 million, as they were the lowest paid officers in their demographic group. An additional \$1.8 million was added to Town employees' salaries to keep them competitive and for retention. \$800,000 went to pay the interest on the debt, which when they started was \$103 million and remains the current balance. He informed the taxpayers that 9% of what has been paid in taxes has gone towards the debt and hasn't covered additional town services. The breakdown of the debt on \$103 million equals about \$5,000 per household. The bonds for the Public Safety Compound for \$1.2 million from the referendum have not been issued yet. There is a Blight Review Committee meeting in two weeks, and it is open to anyone who would like to discuss concerns. He expressed his frustration with a town resident speaking about the assessment of Councilor Santanella's personal property on a radio station, presenting false information regarding a portion of his home. He doesn't agree with members of the Council being falsely represented. He agreed the scheduled fundraiser at Jimmy's Pub was done in poor taste and he apologized if anyone took it as a slight.

Councilor Hopkins asked what the process is for when the town works with a contracted company and the company damages residents' personal property. He believes a separate committee should be created regarding WPCA to have a dedicated team of people to work on issues surrounding WPC. He was saddened to see the fundraiser was scheduled to be held at Jimmy's Pub, and that the parking situation on Francis Avenue has not been corrected and that different avenues could be explored as past suggestions have not worked.

Councilor Finger was able to view the situation on Cheryl Drive and suggested that Hinckley Construction could remove the orange bags in the catch basins to help alleviate some of the flooding and help it to drain properly. He would also like to see the catch basins cleared on Moody Road, as construction has ended. He spoke with a gentleman in the area of Armstrong and Brook Roads who allegedly witnessed the company who cleans the catch basins mark the area as "cleared" when the work had not been completed. He would like the issue looked into. He recommended sending DPW crew to inspect some of the basins

to make sure they were in fact cleaned properly. The newly installed pipe across Abbe Road for Jarmoc Farms crops is already sinking and he would like to see it capped off. He agreed to visit 2 Van Buren Road with Councilor Despard to investigate the blight concern. He did confirm that the seed mix used on Cheryl Drive is a standard contractor mix and does contain crab grass and weeds and suggested that a different type of grass seed be planted as a courtesy to the residents. He questioned who was responsible for maintaining overgrown grass at the Winstanley Property, 113 North Maple Street. He let the residents of Francis Avenue know the reason he voted against the ban was because it was hard to see the ban going indefinitely and is in agreement about the limited time of parking and towing. He would like to see it on the agenda and would support the ideas Councilors' Cekala and Hopkins have brought forward.

Councilor Ludwick offered the suggestion of having auditors attend a meeting so that questions can be presented to them and answered. He would like to review the past ten years to see whether they have over or under-budgeted and have auditors review to see what should be done with a surplus of funds. About 99.9-100% of the debt is taxpayer-approved projects, meaning they went to referendum and were approved by the taxpayers. The projects were twenty years worth of road referendums, JFK, Enfield High, and WPC. Projects such as the roof were funded by the sinking fund, which was a fund created so as to not add on to the current debt. He agreed they should manage the problem on Francis Avenue but is not in favor of complete resident-only parking, but would be willing to compromise by reviewing every 90 to 100 days. He stated that Constitution Week should be celebrated every day of the year and they are God-given rights that should be protected. He would like to look into the referendum to make sure the two pump stations were included in the \$36 million. He said in his experience Hinckley Construction has typically been responsive to resident concerns regarding work on their streets. He did notice some bricks from a facade that was knocked down at 1 Cheryl Drive, the indent on Ms. Wilcox yard at 5 Cheryl Drive along with the poorly seeded lawn post-construction. He asked them not to release the construction bond until they'd been given answers about Cheryl Drive.

Councilor Pyznar in response to Councilor Santanella, stated that she did not feel as though she had attacked any employees but simply asked questions to get clarification and was not going to speak any further on the \$1.4 million budget until she received a letter about it.

Councilor Unghire said she was going to review her emails, as she didn't remember getting one from Ms. Wilcox but would like to understand the situation better and help find her some resolution. She was apologetic to the residents of Francis Avenue for still dealing with the parking and disturbance situation and is interested in revisiting the parking ban. She thanked Weymouth Road Firehouse and Riley School of Dance for their moving memorial

service and contributions for 9/11.

Councilor Despard said he was willing to use the \$1.4 million for education and asked Councilor Pyznar if she asked Representative Hall why Enfield was set to receive zero dollars while other towns were set to receive monumental funding. Councilor Pyznar rebutted that she is not anti-education, she was saying the figures were not correct and that she didn't look into the budget last year because she was a new councilor, and she hadn't done the research.

9. TOWN MANAGER REPORT AND COMMUNICATIONS

Town Manager Ellen Zoppo-Sassu revisited the revisions to the Open Space Assessment Ordinance discussed earlier in the evening. She noted that it was a collaborative effort taking into account different suggestions and scenarios to develop the current ordinance. Aside from minor adjustments to verbiage, it is ready to go. The Conservation Commission is going to be the gatekeeper from a policy standpoint and talk to people before going to the Assessor, who ultimately is the final decision maker on open space classification. Copies of the Public Act 490 booklet can be made available to anyone who would like to know the specifics of how the language is developed for the ordinance.

Ms. Zoppo-Sassu stated that state law permits the legislative authority to enact a PA 490 Open Space classification and has clarifying language that a municipality can exempt water companies because they are tax-paying entities from not participating in PA 490. Connecticut Water Company and Hazardville Water Companies are asking to be able to put their excess acreage in open space and ultimately get a significant tax break for doing so. Currently, the water companies are not receiving a tax break. Councilor Nelson asked if the water companies would lower the bills for residents if they were to receive this tax break. Ms. Zoppo-Sassu said that the bills would not be lowered for customers but that the extra acreage the town would receive would count towards the total of protected open space. Mayor Cressotti agreed it is not something he was comfortable with but got clarification that this can be revisited in the future if the need changes. Councilor Ludwick would like to have a conversation about utility companies' tax benefits and the impact on taxpayers. He would like to see open space utilized but not for tax breaks that won't benefit the taxpayer. Ms. Zoppo-Sassu agreed that the ordinance could be revisited in regard to the water companies specifically, once there is more information and a tax loss revenue calculation completed. Councilor Hopkins asked if someone was denied the classification, would there be an appeal process to the BAA or the Superior Court and Attorney Tallberg believed they could appeal to either entity. He does not have much confidence in the Assessor regarding PA 490 designations based on prior classifications and denials. He would like to see Item 6 remain.

In response to Mr. Young, she stated that Finance Director John Wilcox was working to get answers to his request and the supplemental report would be provided to Mr. Wilcox as well. Ms. Zoppo-Sassu also stated that the WPCA has a meeting scheduled for October and will get clarification on the exact date.

She will look into the vendor issue with Armstrong and Brook Roads but is unsure of what will be discovered because there has been a lot of rain. She will refer the sinking on Abbe Road as well as refer the grass on the slope to Winstanley management. In terms of the larger issues, including Cheryl Drive, she referenced a letter put out by the Town of Enfield to residents of Cheryl Drive, Stephen Drive and Edmund Lane that specified what Hinckley Construction would be completing and installation of curbs was not included on the list. She also cited another letter put out by the town to the area utility providers which stated that their infrastructure was sufficient. A subsequent water main break on Cheryl Drive determined that Connecticut Water needed to make updates to their systems before the town contractor could complete construction, which resulted in postponed scheduled work. The construction for Connecticut Water took 8-10 weeks before Hinckley Construction could complete paving. She agreed that the length of the project was longer than expected and there is a one-year warranty on the work and that it is still an open project and not yet completed. The catch basins and dry walls are still being installed on Edmund Lane, meaning they are still actively in the area completing work and it was not a project that was slated to have curbs. Due to the current state of the neighborhood, the catch bags in the catch basins will help with run off and the erosion of newly planted areas washing into the catch basins. They are a requirement of the DEEP and cannot be removed until after the end of the contract period.

Ms. Zoppo-Sassu stated the information Councilor Pyznar was looking into regarding the education funds would not be found in the budget books, they are bonded financial transactions that would be in the financial statement. Mr. Wilcox has created a finance summary which includes a chain of events for budgeting for an Alliance District for this year and next year. ECS funding is calculated by taking the difference between the 2012 ECS funds and the 2023 ECS funds and that is the Alliance money that would be given directly to the Board of Education. Even though Enfield is an Alliance district and could receive less ECS funding, it does not mean that the town can reduce its appropriation to the Board of Education. Due to changes regarding how Alliance Districts' funds are calculated, the funding amount has changed multiple times. To err on the side of caution, the town budgeted for less funds so that they were not left short. Regarding the budgeting for the town as a whole, Enfield has never received a citation or note by auditors on financial statements and shows the town's practices are in order. The interplay between lack of Alliance District funding, ECS and minimum budget requirements per state law has created

a conundrum. She said that it will continue to play out this way next year unless it is understood by more people, because the situation for funding will remain the same next year as well unless there are additional statutory changes.

Town Attorney James Tallberg stated that part of the terms of his appointment was that the former attorney Maria Elsdon would remain part time assisting with the Town's land use matters. After many extensions, Ms. Elsdon notified Mr. Tallberg of her separation from the town on September 30. While he is happy for her retirement, the separation leaves about a half dozen land-use matters open, and he will continue to work with the appropriate departments and commissions to handle these matters.

Assistant Town Manager Steven Bielenda shared some positive news in regard to the Summer Concert Series, stating it was a success. They were tasked with booking ten different bands for the newly constructed band shell. After working with an Enfield local via social media, they were able to come up with great local talent and bring music diversity. The last concert drew over 1,200 attendees. The sound production was also provided at a competitive price from another local company in Suffield. They also provided staging when the build of the band shell was delayed. In total there were over 3,580 in attendance over the course of the ten shows and we had food from six different vendors. Everyone from children playing on the playscape, teenagers playing basketball, elderly and those coming after work were able to enjoy the concerts. The Summer Concert Series epitomized the spirit of Enfield. DPW crews, bands and other attendees noticed there was no trash left behind after any of the concerts and that act showed respect to everyone involved in making it a success. Any fumes from the generator will be mitigated once the band shell is complete, suitable restrooms will be available in the future and appropriate language will be enforced.

Councilor Ludwick would like to see contractors and utility companies meet with residents before work begins on upcoming projects to see if they can be streamlined and open the lines of communication because not all residents will read the mailers or website banners provided. Ms. Zoppo-Sassu confirmed that those meetings are still being offered but was unsure of the attendance.

10. ADDITION TO AGENDA

A. Motion to Amend Agenda

MOTION #6706 by: Matthew Despard, seconded: Gina Cekala to amend the agenda and add the resolution to adopt the proposed revisions to the Open Space Assessment Ordinance.

Upon a **SHOW OF HANDS** vote, the Chair declared **MOTION #6706** adopted. Yes: Ken Nelson Jr., John Santanella, Cynthia Mangini, Lori Unghire, Matthew Despard, Gina

Cekala, Douglas Finger, Nick Hopkins, Marie Pyznar, Michael Ludwick, Robert Cressotti
No: None Abstain None.

B. Motion to Approve Revisions to the Open Space Assessment Ordinance

MOTION #6707 by: Matthew Despard, seconded: Cynthia Mangini.

BE IT RESOLVED, the Enfield Town Council adopts the proposed revisions to the Open Space Ordinance as attached as well as move Section 4B to Section 3, Subsection 4, as recommended by the Town Attorney. Upon a **ROLL CALL** vote, the Chair declared **RESOLUTION #6707** adopted. Yes: Ken Nelson Jr., John Santanella, Cynthia Mangini, Lori Unghire, Matthew Despard, Gina Cekala, Douglas Finger, Nick Hopkins, Marie Pyznar, Michael Ludwick, Robert Cressotti No: None Abstain None. *A copy of the ordinance is appended to these minutes.*

Ms. Zoppo-Sassu stated that the town has an opportunity to possibly acquire open space on Bailey Road, which is adjacent to the Scantic. She asked that the Council refer it to the General Government and Finance Sub-Committee for their agenda so it can be discussed and brought back to the Council. She said the town has funds set aside for specific transactions like this and has potential.

C. Motion to refer the possible acquisition of open space near Bailey Road to the General Government Finance Sub-Committee.

MOTION #6708 by: Michael Ludwick, seconded: Ken Nelson Jr. to refer the possible acquisition of open space near Bailey Road to the General Government Finance Sub-Committee.

Upon a **SHOW OF HANDS** vote, the Chair declared **RESOLUTION #6708** adopted. Yes: Ken Nelson Jr., John Santanella, Cynthia Mangini, Lori Unghire, Matthew Despard, Gina Cekala, Douglas Finger, Nick Hopkins, Marie Pyznar, Michael Ludwick, Robert Cressotti
No: None Abstain None.

11. REPORT OF SPECIAL COMMITTEES OF THE COUNCIL

12. UNFINISHED BUSINESS

- None

13. NEW BUSINESS

A. Appointment(s)—Town Council Appointed

1. **Blight Review Committee** - A Vacancy Exists Due to the Resignation of Jessica Martin (U). Recommendation is Mary Ann Turner (R) Until 3/31/2024.

NOMINATION #6709 by: Ken Nelson Jr. Yes: Ken Nelson Jr., John Santanella, Cynthia Mangini, Lori Unghire, Douglas Finger, Marie Pyznar, Robert Cressotti No: Matthew Despard, Gina Cekala, Nick Hopkins, Michael Ludwick Abstain: None. The Chair declared the appointment adopted.

2. **Loan Review Committee** - A Vacancy Exists for a Member Due to the Resignation of Paul Coffey (U). Recommendation is Suzanne Angers (R) Until 12/31/2023.

NOMINATION #6710 by: Michael Ludwick Yes: Ken Nelson Jr., John Santanella, Cynthia Mangini, Lori Unghire, Matthew Despard, Gina Cekala, Douglas Finger, Nick Hopkins, Marie Pyznar, Michael Ludwick, Robert Cressotti No: None Abstain: None. The Chair declared the appointment adopted.

3. **Planning and Zoning Commission** - A Vacancy Exists due to the Resignation of Kiran Majmudar (D). Recommendation is Joe Mule (U) Until 12/31/2023.

NOMINATION #6711 by: Douglas Finger Yes: Ken Nelson Jr., John Santanella, Cynthia Mangini, Lori Unghire, Matthew Despard, Gina Cekala, Douglas Finger, Nick Hopkins, Marie Pyznar, Michael Ludwick, Robert Cressotti No: None Abstain: None. The Chair declared the appointment adopted.

B. Resolution Authorizing the Town Manager to Sign a Real Estate Purchase Contract on behalf of the Town of Enfield for the Sale of 75 Oliver Road

RESOLUTION #6712 by: Cynthia Mangini, seconded: Ken Nelson Jr.

NOW, THEREFORE, BE IT RESOLVED, that Ellen Zoppo-Sassu, Town Manager, or her designee, is authorized to sign the Real Estate Purchase Contract on behalf of the Town of Enfield for the sale of 75 Oliver Road to VH LLC; and;

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

Upon a **ROLL CALL** vote, the Chair declared **RESOLUTION #6712** adopted. Yes: Ken Nelson Jr., John Santanella, Cynthia Mangini, Lori Unghire, Matthew Despard, Gina Cekala, Douglas Finger, Nick Hopkins, Marie Pyznar, Michael Ludwick, Robert Cressotti No: None Abstain None.

C. Resolution Authorizing the Town Manager to Sign and Submit a Grant Application to the State of Connecticut Division of Emergency Management and Homeland Security

RESOLUTION #6713 by: Ken Nelson Jr., seconded: Gina Cekala.

BE IT RESOLVED that the Enfield Town Council does hereby authorize the Town Manager, Ellen Zoppo-Sassu, to sign and submit the grant application in the name and on behalf of the Town of Enfield with the State of Connecticut Division of Emergency Management and Homeland Security and to affix the Corporate Seal

Upon a **ROLL CALL** vote, the Chair declared **RESOLUTION #6713** adopted. Yes: Ken

Nelson Jr., John Santanella, Cynthia Mangini, Lori Unghire, Matthew Despard, Gina Cekala, Douglas Finger, Nick Hopkins, Marie Pyznar, Michael Ludwick, Robert Cressotti No: None Abstain None.

D. Resolution to Appropriate Funds for the School Security Grant - \$90,320.95

RESOLUTION #6714 by: Gina Cekala, seconded: Ken Nelson Jr.

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

FROM: CNR FUND REVENUE FY 23-24

SCHOOL SECURITY GRANT	31042024-413310	\$90,320.95
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TO: CNR FUND SCHOOL SECURITY EQUIPMENT

OTHER EQUIPMENT	31008734-573900	\$90,320.95
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I hereby certify that the above-stated funds are available as of September 13, 2023, by John A. Wilcox, CPA, Director of Finance

Upon a **SHOW OF HANDS** vote, the Chair declared **RESOLUTION #6714** adopted. Yes: Ken Nelson Jr., John Santanella, Cynthia Mangini, Lori Unghire, Matthew Despard, Gina Cekala, Douglas Finger, Nick Hopkins, Marie Pyznar, Michael Ludwick, Robert Cressotti No: None Abstain None.

E. Resolution to Authorize Non-Union Wage Increases for Full and Part-time Eligible Employees

RESOLUTION #6715 by: Gina Cekala, seconded: Ken Nelson Jr.

BE IT RESOLVED that the Enfield Town Council does hereby approve in accordance with the wishes of the Town Council and in adherence to the policy and procedure established by the Town Manager that:

Section 1: The aggregate sum of \$150,435 in COLA wage increases is authorized for all 50 qualified non-union full-time employees of the Town of Enfield.

Section 2: The aggregate sum of \$30,342 in COLA wage increases is authorized for all 35 qualified non-union regular part-time employees of the Town of Enfield.

Section 3: The application of the increases referenced above shall be applied retroactively to the date of July 1, 2023.

Section 4: The aggregate sum of \$28,374 in wage adjustment to increase the hourly rate for all 15 crossing guards to \$20/hour, applied prospectively, is authorized for all qualified non-union school crossing guards for the Town of Enfield.

Upon a **SHOW OF HANDS** vote, the Chair declared **RESOLUTION 6715#** adopted. Yes: Ken Nelson Jr., John Santanella, Cynthia Mangini, Lori Unghire, Matthew Despard, Gina Cekala, Douglas Finger, Nick Hopkins, Marie Pyznar, Robert Cressotti No: None Abstain Michael Ludwick.

F. Resolution to Approve the Revised Job Descriptions of the “Director of Economic and Community Development” and “Community Development Specialist” Positions

RESOLUTION #6716 by: Cynthia Mangini, seconded: Gina Cekala.

BE IT RESOLVED that the Enfield Town Council does hereby approve the revised “Director of Economic and Community Development” and “Community Development Specialist” Job Descriptions.

Upon a **ROLL CALL** vote, the Chair declared **RESOLUTION #6716** adopted. Yes: Ken Nelson Jr., John Santanella, Cynthia Mangini, Lori Unghire, Matthew Despard, Gina Cekala, Douglas Finger, Nick Hopkins, Marie Pyznar, Michael Ludwick, Robert Cressotti No: None Abstain None. *Copies of the Job Descriptions are appended to these minutes.*

G. Resolution to Settle Property Tax Assessment Appeal for 96 Phoenix Avenue - Pending Outcome of Executive Session

RESOLUTION #6717 by: Gina Cekala, seconded: Ken Nelson Jr.

BE IT RESOLVED that the Enfield Town Council does hereby authorize the Town Attorney, James N. Tallberg, or his designee, to settle the outstanding tax assessment appeal in the following action: SILVER PHOENIX LLC V. TOWN OF ENFIELD, Docket Number HHB-CV-22-6073534 S, the filar market value of the property known as 96 Phoenix Avenue to be reduced to \$4,200,000.

Upon a **ROLL CALL** vote, the Chair declared **RESOLUTION #6717** adopted. Yes: Ken Nelson Jr., John Santanella, Cynthia Mangini, Lori Unghire, Matthew Despard, Gina Cekala, Douglas Finger, Nick Hopkins, Marie Pyznar, Michael Ludwick, Robert Cressotti No: None Abstain None.

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

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

Joshua Hamre, 52 New King Street

Mr. Hamre acknowledged the work of the Council and Town employees alike. He addressed Councilor Ludwick, stating that the Constitution applies to everyone regardless of religious affiliation and has been amended numerous times and will continue to be amended in the future. He then addressed Councilor Nelson's comment about the homeless in Enfield. Mr. Hamre appreciated the recognition of the homeless. Having worked with the homeless population himself, he knows that they are not out of town people and are in fact Enfield residents. There are very few solutions for permanently housing them. The Town Manager's explanation of the Alliance District process was extremely important, as it discussed

separating the financial aspect from how it was done in the past. There is a larger homeless population and poverty rate in Enfield than in the past due to the current socio-economic status. This in turn creates a larger gap in academic success. The funding for the Alliance District does not follow the trend for the last five years but goes back to about ten years ago.

Nikki Price, 1324 Enfield Street

Ms. Price explained that the members of the Town Council run campaigns for voters to elect and then serve on the Council and work as representatives on the residents' behalf. She said any member who believes to be a volunteer should not seek re-election. Speaking to Councilor Despard, Ms. Price said that Senator John Kissel, State Representatives Thomas Arnone and Carol Hall work together wonderfully on behalf of the Town of Enfield and not as members of just their parties.

Chris Renaud , 2 Jewel Street

Mr. Renaud said that although Senator Kissel and Representatives Arnone and Hall work well together, he does not believe that it is for the benefit of Enfield. Mr. Renaud wishes that Representative Hall had dedicated more time to advocating for education funds during a time where funds were being sent to other towns outside of Enfield. He hopes going forward the Council can keep the focus on Enfield getting the funding they need.

Karen LaPlante, 166 North Maple Street

Ms. LaPlante is happy the ordinance has been passed but believes more needs to be done. She believes the water companies had very compelling arguments for wanting the Council to vote "Yes" and wishes that all members had the opportunity to hear the letters. Ms. LaPlante took the opportunity to read snippets from the letters to the Council members, which included areas of conservation and acreage totals, along with benefits of Open Space (PA-490), Aquifer protection, and tax benefits for water customers.

Robert Buczkowski, 21 Francis Avenue

Mr. Buczkowski would like the Council to switch from a permanent to a temporary parking ban to see if that helps. He believes the most important portion of the ban is regarding towing and would like to see an extension of 120 days. He said that the parking on Francis Avenue is less of a political issue and more of a moral issue. The fundraiser being held at Jimmy's Pub is borderline unethical because it demonstrates complete bias from the beginning.

Gretchen Pfiefer-Hall, 4 Somers Road

Ms. Pfiefer-Hall was grateful to the Council and Town Manager regarding the Open Space

Assessment Ordinance and the time spent by the Conservation Commission going back two years and moving forward quickly over the last few months. She believes it will be a huge benefit to the Town and a lot of property owners.

16. COUNCILOR COMMUNICATIONS

Councilor Nelson asked for clarification regarding Joshua Hamre's comment about the correlation between a higher rise in homelessness and the effect on education and how bringing in more subsidized housing would help the situation. He noted disparaging comments were made about one Representative and not another. He directed a question to Chris Renaud, about how much money Representative Hall brought to the Town for year so far. He gave clarification that both Representatives, Hall and Arnone, have brought Enfield \$32,818,263.01 and Town leadership are actively working together with them to help increase that number.

Councilor Despard clarified that the only reason he's ever mentioned Representative Hall is because she was on the radio speaking about the Town and the budget system that is in place. He noted there is monumental funding that is going to other towns and not Enfield and that all the Representatives deserve some blame for that.

Councilor Mangini said she is not sure what the solution is for Francis Avenue and that the public as well as the Council, need to start being nicer and more respectful towards each other.

Councilor Santanella asked if there could be clarification at a future meeting as to what Workforce Housing is and how it is going to be implemented in Thompsonville. It is housing targeted at young working individuals and college graduates to help them obtain affordable housing and not more Section 8 housing. He would like to see a clean explanation of what it looks like for the community.

Councilor Finger said that previous meetings can be viewed on YouTube for people to see what has been said regarding any Town employees if they need clarification.

Mayor Cressotti stated that the amount of time spent on the agenda items versus other items not on the agenda is deplorable. He would like to see everyone stick to the business on the agenda going forward, as there are only a few meetings left for the year.

17. ADJOURNMENT

MOTION #6718 by: Gina Cekala, seconded: Cynthia Mangini.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #6718** adopted unanimously, and the meeting stood adjourned at 10:25 pm.

Respectfully submitted,

Sheila M. Bailey, Town Clerk
Clerk of the Council

Lindsay Petrucci, Assistant Town Clerk
Secretary of the Council



The Hazardville Water Company

481 Taylor Rd
PO Box 1248
Enfield, CT 06083
Tel.: (860) 749-0779
Fax: (860) 749-5381

September 18, 2023

Robert Cressotti
Mayor and Councilor at Large
Town of Enfield
820 Enfield Street
Enfield, CT 06082-2997

Re: PA490 Open Space Assessment Ordinance Revisions

Mr. Cressotti,

The Hazardville Water Company was notified that revisions to the Open Space Assessment Ordinance would be discussed at the September 18, 2023 Town Council meeting.

This letter is to express the Hazardville Water Company's objection to the exclusion of water company land in the proposed Open Space Assessment Ordinance and requesting that the Town Council delay a vote so that the proposed exclusion of water company land could be further understood and evaluated. The Company is aware that the Town Council adopted the ordinance at the July 17th meeting and that the ordinance was adopted with the understanding that the Council would be open to revisions in the future.

The Hazardville Water Company requests that the Council revise the Open Space Assessment Ordinance to allow water company lands to be eligible for the open space designation. This revision would better align with Enfield's Plan of Conservation Development (POCD), which states that "PA490 is a powerful tool that protects undeveloped space and therefore "elevates the importance of aquifer protection."

The land use activities on aquifer recharge areas directly impact the quantity and quality of the public drinking water supply. To protect the public drinking water supply, water companies can be a valuable partner in acquiring open space priority parcels as described in the POCD that fall within the boundaries of water supply lands.

As stated in the PA490 Connecticut General Statutes (CGS), Section 12-107a, "it is in the public interest to encourage the preservation of ... open space land ... in order ... to conserve the state's natural resources and to provide for the welfare and happiness of the inhabitants of the state." Section 12-107b(3)(B) further states that open space land means the preservation or

restriction of the use of which would "protect natural streams or water supply." Therefore, excluding water companies from taking advantage of PA490 to protect the public water supply is inconsistent with the intent of the act, which is to protect and preserve open space.

To further achieve the objectives of the POCD to protect open space, the Open Space Assessment Ordinance should be revised to recognize existing statutory authority that would allow for partial open space designations for lands with existing minimal utility improvements. This may be allowable per CGS Section 12-107e(b), where "the assessor shall determine whether there has been any change in the area designated as an area of open space land upon the plan of development which adversely affects its essential character as an area of open space land and, if the assessor determines that there has been no such change, said assessor shall classify such land as open space land and include it as such on the grand list." In other words, the assessor has the ability to determine if, for example, an existing 10ft X 10ft pump house ultimately affects the essential character of the balance of open space land, and if not, then the assessor can classify that land as open space.

Source protection is a vital concern of the Hazardville Water Company and we appreciate the opportunity to comment on proposals that may affect our sources of supply.

Sincerely,

A handwritten signature in black ink, appearing to read "R. Sherwood", written in a cursive style.

Robert Sherwood
President/CEO Hazardville Water Company

Connecticut Water Company
93 West Main Street
Clinton, CT 06413-1600
Customer Service: 800.286.5700



VIA EMAIL

September 18, 2023

Robert Cressotti
Mayor and Councilor at Large
Town of Enfield
820 Enfield Street
Enfield, CT 06082-2997

Re: PA490 Open Space Assessment Ordinance Revisions

Mr. Cressotti,

This letter is a follow-up to the letter the Connecticut Water Company (CWC) submitted to Town Manager, Ellen Zoppo, via email on July 17, 2023, ahead of the Town Council meeting, objecting to the exclusion of water company land in the proposed Open Space Assessment Ordinance. In that letter, we also requested that the Town Council delay a vote so that the proposed exclusion of water company land could be further understood and evaluated. Despite our objections, we are aware that the Town Council adopted the ordinance at the July 17th meeting. According to Ms. Zoppo, in an email exchange on July 18th, the ordinance was adopted with the understanding that the Council would be open to revisions in the future.

The CWC was notified on September 14th that revisions to the Open Space Assessment Ordinance would be discussed at the September 18, 2023 Town Council meeting.

With this letter, CWC requests that the Council revise the Open Space Assessment Ordinance to allow water company lands to be eligible for the open space designation. This revision would better align with Enfield's Plan of Conservation Development (POCD), which states that "PA490 is a powerful tool that protects ... undeveloped space."

The aquifer recharge areas of CWC's Spring Lots, O'Bready, and Powder Hollow wellfields combined comprise approximately 3,860 acres of land in Enfield. As stated in the POCD, the land use activities on these lands directly impact the quantity and quality of the public drinking water supply and therefore "elevates the importance of aquifer protection." To protect the public drinking water supply, CWC is motivated to purchase parcels of land within our aquifer protection areas, with the intent of keeping those lands in their natural state. Water companies can therefore be a valuable partner in acquiring open space priority parcels as described in the POCD that fall within the boundaries of water supply lands.

Excluding water companies from the PA490 open space designation may be a disincentive for CWC to pursue acquiring open space land in Enfield, since the cost of land, including the tax burden, is passed on to our drinking water customers. Many of CWC's customers are also residents of the Town of Enfield, therefore when our customers benefit, the residents of Enfield benefit as well. It is important that water companies are able to take advantage of PA490 whenever possible.

As stated in the PA490 Connecticut General Statutes (CGS), Section 12-107a, "it is in the public interest to encourage the preservation of ... open space land ... in order ... to conserve the state's natural resources and to provide for the welfare and happiness of the inhabitants of the state." Section 12-107b(3)(B) further states that open space land means the preservation or restriction of the use of which would "protect natural streams or water supply." Therefore, excluding water companies from taking advantage of PA490 to protect the public water supply is inconsistent with the intent of the act, which is to protect and preserve open space.

To further achieve the objectives of the POCD to protect open space, CWC also recommends that the Open Space Assessment Ordinance be revised to recognize existing statutory authority that would allow for partial open space designations for lands with existing minimal utility improvements. This may be allowable per CGS Section 12-107e(b), where "the assessor shall determine whether there has been any change in the area designated as an area of open space land upon the plan of development which adversely affects its essential character as an area of open space land and, if the assessor determines that there has been no such change, said assessor shall classify such land as open space land and include it as such on the grand list." In other words, the assessor has the ability to determine if, for example, an existing pump house ultimately affects the essential character of the balance of open space land, and if not, then the assessor can classify that land as open space.

Today, CWC owns approximately 473-acres of land in Enfield and more than half of those acres are designated as PA490 forest land. We believe that the remaining lands, with the exception of a few parcels less than 3-acres, could be eligible for the open space designation if permitted by the ordinance. Our request is that the Town Council please revise the Open Space Assessment Ordinance to allow water companies to take advantage of the PA490 open space designation to reduce property taxes on eligible water company lands today as well as incentivize future open space land acquisitions intended to protect the public drinking water supply.

Enfield's POCD states that, "open space contributes greatly to the physical and aesthetic character of Enfield, while maintaining undeveloped land provides natural landscape and habitats for wildlife." Given the opportunity, water companies could contribute to the open space goals stated in Enfield's POCD by exercising the PA490 open space designation.

Source protection is a vital concern of the Connecticut Water Company and we appreciate the opportunity to comment on proposals that may affect our sources of supply.

Sincerely,

A handwritten signature in black ink, appearing to read 'J Baldwin', with a long horizontal flourish extending to the right.

Jessica Baldwin
Environmental & Regulatory Compliance Coordinator

CC: Bob Sherwood, President, Hazardville Water
Ellen Zoppo, Town Manager, Town of Enfield
Karen LaPlante, Vice Chair, Enfield Conservation Commission

Open Space Assessment Ordinance

1. **PURPOSE.** The purpose of this ordinance is to allow the owners of property that meets the criteria as open space as set forth herein to avail themselves of the benefits of open space classification pursuant to this ordinance and the provisions of Conn. Gen. Stat. §12-107e, as may be amended from time to time.
2. **APPLICATIONS.** M-30 Applications for open space designations on the Grand List of October 1 of each year must be submitted to the Office of Assessment and Revenue Collection no earlier than September 1 immediately prior to such Grand List and no later than October 31 immediately following such Grand List. In revaluation years, applications may be filed no later than ninety days after October 1 of such revaluation year.
3. **CRITERIA.** The property identified in the application for open space designation must comply with Conn. Gen. Stat. §12-107e and must meet the following criteria:
 - a. The property must be in an area identified as eligible for an open space designation in the Plan of Conservation and Development; and
 - b. The property must be unimproved and vacant; and
 - c. The property that is the subject of the application for Open Space designation must meet one of the following minimum area requirements:
 - i. A single parcel must have a minimum of three acres of unimproved land; or
 - ii. Multiple parcels must be owned by the same owner and must consist of contiguous parcels, totaling at least three acres of unimproved and vacant land; or
 - iii. A single parcel that is less than three acres may be eligible provided that it abuts Town-owned or State-owned open space, parks, or riverfront property.
 - iii.iv. When determining total acreage of undeveloped land, the Assessor will not include the minimal special requirements, or lot size required by the respective zone in the calculation. For individual property owners seeking PA 490 Open Space classification, open space shall be any site or area of undeveloped land equal to 3 acres or more. Undeveloped land means land without buildings, roads, driveways, or other permanent structures or activities.
4. **TERMINATION AND CONVEYANCE TAX.** The open space designation on any property will be
 - a) subject to the termination provisions as set forth in Conn. Gen. Stat. §12-504a and/or §12-504e, as may be amended.
 - b) When determining total acreage of undeveloped land for purposes of Section 3. (c) above, the Assessor will not include the minimal special requirements, or lot size required

by the respective zone in the calculation. For individual property owners seeking PA 490 Open Space classification, open space shall be any site or area of undeveloped land equal to 3 acres or more. Undeveloped land means land without buildings, roads, driveways, or other permanent structures or activities.

5. VALUATION. The valuation of property designated as open space pursuant to this ordinance shall be based on its current use as set forth in CGS, 12-107e. Any land that receives Open Space Classification shall have an assessed value set at fifty percent (50%) of the excess acreage value set at the time of revaluation.

6. WATER COMPANY PROPERTY. No property for which the assessment is determined pursuant to the terms of Conn. Gen. Stat. §§ 12-75 and/or 12-76, as may be amended from time to time, shall be eligible for Open Space designation.

Resolution:

NOW THEREFORE BE IT RESOLVED, that the Town Council amend the PA 490 Open Space ordinance as ~~presented~~revised.

TOWN OF ENFIELD JOB DESCRIPTION

DIRECTOR OF ECONOMIC & COMMUNITY DEVELOPMENT

GENERAL STATEMENT OF DUTIES: This is a highly professional position directing and supervising the economic & community development programs for the Town of Enfield.

SUPERVISION RECEIVED: Works under the general supervision of the Town Manager.

SUPERVISION EXERCISED: Directly oversees the Community Development Specialist and/or other positions as designated by the Town Manager. The Director shall conduct other supervisory duties as designated by the Town Manager.

ESSENTIAL JOB FUNCTIONS:

- Duties involve overseeing programs relating to economic and community development, as well as housing and transportation issues;
- Reviews grant proposals and prepares grant applications on behalf of the Town and/or other Organizations relating to economic & community development;
- Coordinates planning and community development activities as related to economic development;
- Builds and maintains strong professional working relationships with the business and development community;
- Attends meetings, prepares research for and provides technical support to various boards and/or commissions at the direction of the Town Manager; administers policies of such boards and commissions; conducts special duties for the Town Manager;
- Provides recommendations and support for Town Council goals as they relate to economic & community development including but not limited to sale and/or acquisition of real estate;
- Maintains relationships with regional, statewide and federal economic development organizations and agencies;
- Conducts outreach, community organization, and public information activities to the business community, citizens and press;
- Prepares written reports of the Department's operations and budget; prepares department budget, appoints and removes employees of the department; regular and punctual attendance.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this job.

While performing the duties of this job, the employee is occasionally required to stand or sit; talk or hear; walk; use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to climb or balance; stoop; kneel, crouch.

The employee must occasionally lift and/or move up to 20 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT: The work characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individual with disabilities to perform the essential functions of the job.

The employee is occasionally exposed to wet and/or humid conditions or airborne particles. The noise level in the work environment is usually moderately quiet.

MINIMUM QUALIFICATIONS

KNOWLEDGE, SKILL AND ABILITY: Knowledge of the principals and practices of economic, community and planning development; knowledge of federal, state, and local laws and regulations pertaining to land use; knowledge of economic, municipal finance, demography and related fields as applied to community planning; ability to perform technical research work and prepare reports; ability to study, analyze and compile technical and statistical information; ability to express ideas effectively in oral and written form; ability to negotiate with commercial and industrial developers; ability to maintain effective work relationships with associates, subordinates and the public; ability to assign and supervise work of subordinates as designated by the Town Manager.

EXPERIENCE AND TRAINING: A Master's Degree in economics, public administration, regional planning, urban planning, engineering or related field and not less than five (5) years experience in municipal/regional economic development or planning of which three (3) years shall have been in a supervisory capacity or any equivalent combination of education and training; or a Bachelor's Degree in the above fields and ten (10) years' experience or any equivalent combination of education and experience.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change. Adopted: September 18, 2023

TOWN OF ENFIELD JOB DESCRIPTION

COMMUNITY DEVELOPMENT SPECIALIST

GENERAL STATEMENT OF DUTIES: This is a highly professional position directing and supervising the economic and community development program for the Town. Position involves the conception, coordination and administration of programs dealing with the issues of housing, economic development, and neighborhood quality of life issues. May serve as the Director of Economic and Community Development in his or her absence.

SUPERVISION RECEIVED: Works under the general direction of the Director of Economic & Community Development.

SUPERVISION EXERCISED: The Community Development Specialist shall supervise work programs and coordinate his/her activities with the Director of Economic & Community Development as they relate to economic and community development. The Community Development Specialist shall conduct other supervisory duties as designated by the Director of Economic & Community Development.

ESSENTIAL JOB FUNCTIONS:

- Duties involve the administration and implementation of economic & community development programs through all available state and federal grants, HUD/CDBG, etc.;
- Serves as liaison with local boards and commissions and state and federal agencies having an impact on such programs; conducts special studies and analysis as needed;
- Maintains inventory of available land and buildings for commercial and industrial development; computes and disseminates demographic information for economic development purposes; reviews development proposals and community development initiatives and helps expedite regulatory processes of such proposals;
- Coordinates economic and community development activities at the direction of the Director of Economic & Community Development;
- Prepares research for and provides technical assistance to various boards and/or commissions; attends meetings of such boards and commissions; administers policies of such boards and commissions;
- Conducts outreach, community organization, and public information activities to the business community, citizens and press;
- Prepares department budget, recommends policies and procedures to the Director of Economic & Community Development to meet community development and economic development goals; regular and punctual attendance.
- Responsible for the supervision of the Office of Property Maintenance which is responsible for enforcing and administering the provisions of the Town Property Maintenance Code; coordinates and administers troubled properties & blight enforcement team meetings and activities.

MINIMUM QUALIFICATIONS:

KNOWLEDGE, SKILL AND ABILITY: Knowledge of the principles and techniques of organizing, integrating and administering a comprehensive program for community development; knowledge of the factors and problems involved in housing, economic development and community facilities; knowledge of the basic techniques of social, economic and governmental research as related to community affairs; considerable ability to establish and maintain cooperative relationships with department heads, local agency officials and federal and state agency personnel involved in funding community development programs; ability to supervise work of subordinates and direct staff activities; ability to communicate effectively orally and in written form; ability to administer grant programs; knowledge of laws and regulations; knowledge of economic, municipal finance, sociology, demography, community planning and related fields; ability to perform technical research work and prepare reports in the field of economic development; ability to study, analyze and compile technical and statistical information.

EXPERIENCE AND TRAINING: Bachelor's Degree in a related field and four (4) years' experience in regional/municipal planning, housing administration or community development or any equivalent combination of education and experience. Master's Degree is desirable.

WORK ENVIRONMENT/PHYSICAL DEMANDS: The work characteristics and physical demands described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Hand-eye coordination is necessary to operate computers and various pieces of office equipment. While performing the duties of this job, the employee is frequently required to talk and hear; sit; use hands to finger, handle, feel or operate objects, tools or controls; and reach with hands and arms. The employee is occasionally required to stand or walk.

The employee must occasionally lift and/or move up to 20 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus.

Performs highly complex and varied tasks requiring independent knowledge, its application to a variety of situations, as well as exercise of independent judgment.

Noise level in the work environment is usually quiet.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change. Adopted: September 18, 2023



TOWN OF ENFIELD

Date: September 18, 2023

Subject: Resolution to Settle Property Tax Assessment Appeal for 96 Phoenix Avenue

Highlights:

- Siver Phoenix LLC is the owner of the property at 96 Phoenix Avenue.
- The fair market value of this property on the Grand Lists of 2021 and 2022 is \$4,601,800.
- Siver Phoenix LLC filed an appeal as to the valuation of the property.
- On August 29, 2023, a judicial pretrial conference was conducted by Judge Trial Referee Henry Cohn with counsel for Siver Phoenix and the Assistant Town Attorney.
- Judge Cohn recommended a settlement figure of \$4,200,000 for the fair market value.
- The proposed settlement will apply to the Grand Lists of 2021 through 2025.

Recommendation:

That the Town of Enfield Town Council approve the following resolution if it desires to settle the above-referenced case.

RESOLVED, that the Enfield Town Council does hereby authorize the Town Attorney, James N. Tallberg, or his designee, to settle the outstanding tax assessment appeal in the following action: *SIVER PHOENIX LLC V. TOWN OF ENFIELD*, Docket Number HHB-CV-22-6073534 S, the fair market value of the property known as 96 Phoenix Avenue to be reduced to \$4,200,000.

Date Prepared: September 18, 2023
Prepared by: Office of the Town Attorney