



**MINUTES
TOWN COUNCIL
REGULAR MEETING
March 18, 2024
7:00 PM - Council Chambers
<https://youtube.com/live/TzX4fY26lsM>**

1. PRAYER - Ken Nelson

Mayor Ken Nelson called the meeting to order at 7:11 pm.

A prayer was made by Mayor Nelson.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

3. ROLL CALL

Present: Gina Cekala, Robert Cressotti, Douglas Finger, Bob Hendrickson, Michael Ludwick, Cynthia Mangini, Jim Nasuta, Ken Nelson Jr., Marie Pyznar, John Santanella

Absent: Lori Unghire. Marie Pyznar joined the meeting remotely at 7:15 pm.

Also Present were Town Manager, Christopher Bromson; Assistant Town Manager, Steve Bielenda; Interim Town Attorney, Tom Tyler; Director of Finance, John Wilcox; Chief of Police, Alaric Fox; and Town Clerk, Sheila Bailey.

4. FIRE EVACUATION ANNOUNCEMENT

5. MINUTES OF PRECEDING MEETINGS

- Special Meeting - March 4, 2024

MOTION #6894 by: Cynthia Mangini seconded: Bob Hendrickson to accept the minutes.

Upon a **SHOW OF HANDS** vote, the Chair declared **MOTION #6894** adopted. Yes: Gina Cekala, Robert Cressotti, Douglas Finger, Bob Hendrickson, Michael Ludwick, Cynthia Mangini, Jim Nasuta, Ken Nelson Jr., John Santanella No: None Abstain: None.

- Regular Meeting - March 4, 2024

MOTION #6895 by: Robert Cressotti seconded: Cynthia Mangini to accept the minutes. Upon a **SHOW OF HANDS** vote, the Chair declared **MOTION #6895** adopted. Yes: Gina Cekala, Robert Cressotti, Douglas Finger, Bob Hendrickson, Michael Ludwick, Cynthia Mangini, Jim Nasuta, Ken Nelson Jr., John Santanella No: None Abstain: None.

- Special Meeting - March 11, 2024

MOTION #6896 by: Cynthia Mangini seconded: Robert Cressotti to accept the minutes. Upon a **SHOW OF HANDS** vote, the Chair declared **MOTION #6896** adopted. Yes: Gina Cekala, Robert Cressotti, Douglas Finger, Bob Hendrickson, Michael Ludwick, Cynthia Mangini, Jim Nasuta, Ken Nelson Jr., John Santanella No: None Abstain: None.

6. **SPECIAL GUESTS (Maximum 15 Minutes)**

- Barbara Costas

Representative Hall and Senator Kissell presented Barbara Costas with a state citation for her fifty-five years as a volunteer for the Enfield Food Shelf. Mayor Nelson and Councilor Hendrickson presented Ms. Costas with a proclamation and flowers on behalf of the Town of Enfield on her 93rd birthday thanking her for her thousands of hours of volunteer service, her donations of over 250,000 pounds of food, and the creation of what is now the Enfield Food Shelf. Mayor Nelson led the Council and audience in singing her Happy Birthday. Ms. Costas said she had a wonderful birthday with her family, and receiving these citations and proclamations was the "icing on the cake". She also appreciates the hugs and thanks she gets from residents utilizing the Enfield Food shelf, as that is the biggest reward.

- Enfield Culture and Arts Commission

Emily Clifford and Donna Hamre of the Enfield Culture and Arts Commission updated the Council on the programs and services the commission offers Enfield residents, affording them the opportunity to participate in and to experience the arts. ***A copy of the presentation is appended to these minutes.***

7. **PUBLIC COMMUNICATION AND PETITIONS**

George Young, 8 Holly Lane

Mr. Young reviewed the budget breakdown for the current school year and previous school year and made note of areas that could be budgeted differently so that teachers would not lose their jobs or have to buy supplies on their own. Mr. Young questioned how some categories could remain the same for two years in a row. He stated that he does not like how the Board of Education doesn't summarize their budget, as it doesn't allow for the public to see the totals by cost centers. Mr. Young further stated that the PAR Report included in the meeting packet was very informative.

Angela Foss, 16 Crescent Beach Drive

Ms. Foss stated that she attended a BAA meeting for several of her properties and said that included in the assessment appeals, was a letter from the Assessor, which she found to be inappropriate. The only reason she had a copy of the letter was because she took a picture of it with her phone, as a copy was not provided to the residents.

Ms. Foss expressed her excitement that the town was hiring police officers for the schools,

even though she knows the expense the town will have to bear. She said it's important for students to be safe at school.

Jennifer Krasinkiewicz, 209 Abbe Road

Ms. Krasinkiewicz said that she applied to the Siting Council for intervenorship status and was approved. She asked if the Council could join in on a meeting that Lodestar Energy was requesting with the residents to discuss the site and any concerns the neighbors had. The potential meeting dates are March 27th and April 3rd, and Ms. Krasinkiewicz said she had not responded to Lodestar yet. She found some information set forth by the Siting Council regarding the solar project and she stated that it's not a good idea environmentally.

Barbara Audet, 211 Abbe Road

Ms. Audet does not believe it is in her best interest for them to meet with Lodestar Energy, and wondered if they should get a lawyer. She asked if the Town Attorney would represent them.

Walter Kruzel, 21 Charnley Road

Mr. Kruzel said the town must ask for a copy of the inspection for the railroad bridge that goes down to the Scantic River and that the report must go to the Town Engineer. He does not want to see an incident like in Palestine, OH. He also said it appears as though they are flagging the intersections to replace the traffic lights on Hazard Avenue after the CRCOG study of the mall area. He hopes it does not turn into the Berlin Turnpike. He also believes they need to have larger and clearer signage to prevent people driving on the wrong side of the road.

Lucien LeFevre, 54 Kimberly Drive

Mr. LeFevre, Chairman of the Enfield Veteran's Council, told residents to save the date for this year's Memorial Day Parade on Sunday, May 26th at 1 pm, followed by a ceremony at the Town Green. They are currently looking for more parade participants, including school groups, organizations, sports teams, and floats. Anyone looking to participate can contact Mr. LeFevre at 860-463-7168 or Jim Maloney at 860-836-1176 or Tony Torres at 860-394-9973. They request that participants be non-political and patriotic.

Shawn Duperry, 10 Light Street

Mr. Duperry stated that of all the towns and states he has lived in, Enfield's EMS and police are the best he has encountered. They have been a big help to him and his partner. He believes, however, that there is an excess of emergency vehicles and personnel who respond when a call is placed. Mr. Duperry further said that in order for a veteran to receive a tax abatement, it is his belief that State of Connecticut laws only require his military ID

and Honorable Discharge Certificate and not his DD-214.

Joe Golas Jr, 31 Stardust Drive

Mr. Golas stated that when he was a high school teacher, it would be the teachers and staff who would break up fights and stop shooters. He does not believe the town should be paying for School Resource Officers. He said he thinks the town spends too much money on education and that back when he taught, students used basic supplies and teachers would help the students when needed. In the past, teachers would spend between \$700-\$1000 of their personal money on supplies before it became a tax deduction.

Mr. Golas presented two articles about the climate debate and said he is against solar panels as someone with a science background. He believes they cause water contamination from runoff and that they do not last as long as speculated.

George Young, 8 Holly Lane

Mr. Young explained that Enfield's cost of education per student is lower than the other three towns he sampled: Suffield, East Windsor, and Manchester. He believed that Enfield schools should shift their focus from instruction to support services. He explained that a majority of funding comes from local support followed by state support, with a small percent coming from the federal government. He believed a rearrangement of the budget may be more beneficial than overfunding.

Joe Golas, 31 Stardust Drive

Mr. Golas explained the dangers of contamination in the air, water, and soil.

Jennifer Krasinkiewicz, 209 Abbe Road

Ms. Krasinkiewicz reiterated that she is not against solar but of solar farms being in close proximity to homes. It is her belief that Enfield has done their part to house three solar farms and that the burden should be equitable amongst all Connecticut towns.

8. COUNCILOR COMMUNICATIONS AND PETITIONS

Councilor Mangini asked if the Senior Repair Program could be brought back by utilizing hold-harmless agreements. She also stated that many teachers purchase supplies from their personal funds or from donations from students and parents.

Councilor Finger said that the town lost a Hazardville icon, Lyle "Doc" Sapola, an un-housed gentleman who was known by many around town. He said it was a pleasure knowing him over the last thirty years and he is glad "Doc" is now with his dog. He also asked if Ms. Krasinkiewicz could provide the dates that Lodestar had given for a potential meeting.

Mr. Finger announced that on April 13th, at 40 Moody Road, the DPW will be holding a Household Hazardous Waste Collection Day event and a list of what can be collected is available online. Mr. Finger asked the Town Manager if a meeting could be scheduled with the Zoning Officials about 348 Hazard Avenue, Matt's Sportscards and Comics, regarding threatening letters from neighbors. Town Manager Christopher Bromson responded that it is a matter that cannot be discussed if letters have been sent by the Zoning Enforcement Officer, especially if it might go to court. If it's an issue with rudeness or customer service, then it can be discussed.

Mr. Finger asked for confirmation that the QR codes on the town's panhandler signs had been fixed.

Councilor Santanella said the annual 4th of July Committee fundraiser is being held on Saturday, March 23rd at The Elks Club. The cost is \$40 per person, including food and music, and there are many tickets still available. Mr. Santanella also asked when the budget books would be available and inquired about the status of the list of projects completed through ARPA funding he requested.

Mr. Santanella responded to Councilor Mangini's request for the revival of the Senior Minor Repair Program and said that he had spoken with multiple area non-profit organizations about taking the program on as their own and is waiting on their response.

Councilor Ludwick announced that senior residents have until May 15th to apply for the Homeowner Tax Relief Program. Information may be found on the Senior Services webpage as well as the Assessor's webpage, but he would like to make it more accessible. Mr. Ludwick asked if the letter about the bridge could be made available, as it was requested back in 2021 and Mr. Bromson responded that he would check the archives.

Mr. Ludwick recommended that Ms. Krasinkiewicz and Ms. Audet read the language on the intervenor approval to really understand what is expected and to protect themselves.

Councilor Hendrickson reminded all farmers that they are invited to a Public Forum to learn about tax reduction programs on April 3rd at 6:30pm in the Scitico Room at Town Hall. Joan Nichols of the Farm Bureau will be in attendance either in person or via zoom.

Councilor Cressotti stated that the AARP Tax Aid Program runs through April 15th, and you must preregister through the Senior Center. Mr. Cressotti also said that the Leisure Services Subcommittee is long overdue for a meeting, and he would like to see something set up soon in preparation for the pickleball players.

Councilor Nasuta reminded residents that there is a report on the DPW webpage about the status of all the ongoing projects in town.

Mayor Nelson announced that the Girl Scouts are celebrating their 112th year at the Enfield Square on Saturday, March 23 at 10am, and everyone is welcome. Mr. Nelson also stated that he was in agreement with Mr. Young and would like a detailed Board of Education budget. He thanked Mr. LeFevre for the reminder about the Memorial Day Parade and encouraged the public to participate. He would like to see the schools come together and create a float.

Councilor Cressotti said that on April 4th in the Scitico Room at 4:30 and 6:30pm, Zen Leaf will be meeting to discuss the needs for the Thompsonville section of town. Mayor Nelson asked if a reminder of the meeting could be posted so that residents can hear what Zen Leaf has to offer the community.

9. TOWN MANAGER REPORT AND COMMUNICATIONS

Town Manager Christopher Bromson encouraged residents to visit the town website and see what information is available there. Mr. Bromson thanked Mr. Young for being so thorough and bringing to everyone's attention the PAR Report (Project and Activities Report) which details what is done every month by directors. It shows taxpayers what their money is being spent on and projects being completed. In response to Councilor Santanella, Mr. Bromson stated that he is working on making the ARPA fund breakdown available with help from Director of Finance John Wilcox.

Mr. Bromson said he would like to advertise the Memorial Day Parade on Facebook and the Town Manager page. He also agreed with Mr. Duperry about the response and professionalism of both Enfield EMS and police, adding they are the best in the area bar none. They do attempt to triage and assess the number of personnel and vehicles dispatched to a call. He also said he would forward the Mayor's request to receive a more detailed school budget to the school superintendent.

Mr. Bromson assured Councilor Finger that he was following up on his concern with the QR code on the panhandler signs, and that it would be addressed at the next director's meeting. Mayor Nelson said that panhandling has gotten bad in Thompsonville and asked to have additional signs installed on North Main Street and Pearl Street.

A. Project and Activity Report

The PAR was included in the meeting packet.

10. TOWN ATTORNEY REPORT

Interim Town Attorney Tom Tyler stated that he would like to meet with the Town Council and Town Manager to determine the scope in which they would like the Town Attorney's position to be regarding the solar farms. Mr. Tyler wanted to make sure that the residents did not get represented illegally. He said that it was a good thing that Lodestar had reached out because it's important to hear what they have to say.

Mr. Tyler said that non-profits and churches may be the best option for reinstating the Senior Minor Repair Program, because CIRMA is not willing to insure the town if they continue with the program. He said that hold harmless agreements and releases would be ineffective. Mayor Nelson added that if a non-profit were to take over the program, he would support funding it to the extent it was previously as long as it was not under the town's umbrella. Mr. Santanella asked about the status of the tools that were used to complete the projects and whether they could be donated or if that would be a liability. Mr. Bromson said that the tools are currently locked up and any decision on how they would be used in the future would have to be discussed by the Council.

Mr. Tyler stated he is currently looking into a moratorium on affordable housing. He said that although Enfield has reached the amount of affordable housing set forth by the state, they also award points for having more than the minimum when dispersing discretionary funding. He hopes to have an opinion to bring forward to the Council so that they can make informed decisions. Mr. Tyler stated that he is available to meet with any councilor at any time if they ever had something they wanted to discuss, making sure not to violate FOIA. Councilor Cekala asked whether the legal opinion was requested through the proper channels and was initiated by the Council and not just a resident request. Mr. Tyler confirmed that it had been.

11. REPORT OF SPECIAL COMMITTEES OF THE COUNCIL

Councilor Ludwick stated that the DPW Subcommittee will be meeting in April to discuss field recommendations and the Facilities Use Policy so that they can present their recommendations to the Council. The goal is to have sports leagues meet to discuss how best to move forward.

12. UNFINISHED BUSINESS

13. NEW BUSINESS

A. Consent Agenda

1. Transfer Funds from CT Agency On Aging State Grant, through the Office of Policy & Management, in the amount of \$7,794.00

MOTION #6897 by: Cynthia Mangini, seconded: Douglas Finger.

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

FROM: SOCIAL SERVICES FUND - Adults and Elderly

Agency on Aging State Grant Revenue	22040415- 413630	\$ 7,794.00
-------------------------------------	---------------------	-------------

TO: SOCIAL SERVICES FUND - Adults and Elderly

Equipment	22040415- 573000	\$ 1,281.00
Food	22040415- 563000	\$ 6,513.00

I hereby certify that the above-stated funds are available as of 3/14/2024 by John A. Wilcox, CPA, Director of Finance.

Upon a **SHOW OF HANDS** vote, the Chair declared **MOTION #6897** adopted. Yes: Gina Cekala, Robert Cressotti, Douglas Finger, Bob Hendrickson, Michael Ludwick, Cynthia Mangini, Jim Nasuta, Ken Nelson Jr., Marie Pyznar, John Santanella No: None Abstain: None.

B. Appointment(s)—Town Council Appointed

1. **Enfield Beautification Committee** - There is a Vacancy for a Member. Recommendation is Kimberly Ingram (R) Until 12/1/2025.

NOMINATION #6898 by: Doug Finger

MOTION by: John Santanella, seconded: Douglas Finger to close nominations. Upon a **SHOW OF HANDS** vote, the Chair declared the **MOTION** adopted. Yes: Gina Cekala, Robert Cressotti, Douglas Finger, Bob Hendrickson, Michael Ludwick, Cynthia Mangini, Jim Nasuta, Ken Nelson Jr., Marie Pyznar, John Santanella No: None Abstain: None.

By a **SHOW OF HANDS** vote, the Chair declared **NOMINATION #6898** adopted. Yes: Gina Cekala, Robert Cressotti, Douglas Finger, Bob Hendrickson, Michael Ludwick, Cynthia Mangini, Jim Nasuta, Ken Nelson Jr., Marie Pyznar, John Santanella No: None Abstain: None. The Chair declared the appointment adopted.

2. Prison Town Liaison Committee - The Term of Office of Michael Arnone, Jr. (U)

Expired on 2/29/24. Reappointment Will be Until 2/28/26

NOMINATION #6899 by: Cynthia Mangini **MOTION** by: John Santanella, seconded: Douglas Finger to close nominations. Upon a **SHOW OF HANDS** vote, the Chair declared **MOTION** adopted. Yes: Gina Cekala, Robert Cressotti, Douglas Finger, Bob Hendrickson, Michael Ludwick, Cynthia Mangini, Jim Nasuta, Ken Nelson Jr., Marie Pyznar, John Santanella No: None Abstain: None.

By a **SHOW OF HANDS** vote, the Chair declared **NOMINATION #6899** adopted. Yes: Gina Cekala, Robert Cressotti, Douglas Finger, Bob Hendrickson, Michael Ludwick, Cynthia Mangini, Jim Nasuta, Ken Nelson Jr., Marie Pyznar, John Santanella No: None Abstain: None. The Chair declared the appointment adopted.

C. Resolution Waiving the Bid Requirements for Municipal Waste Processing

RESOLUTION #6900 by: Cynthia Mangini, seconded: Robert Cressotti.

BE IT RESOLVED, that in accordance with Chapter V, Section 8(d) of the Enfield Town Charter, the Enfield Town Council does hereby determine that it is against the best interest of the Town to require competitive bidding for municipal waste processing.

BE IT FURTHER RESOLVED, that the Enfield Town Council authorizes the Town Manager or his designee to execute and sign all documents necessary for the waste processing contract with USA Hauling and Recycling subject to Town Attorney review of the contract provisions.

USA representatives Eric Frederickson, VP of Operations; and Jonathan Murray, Director of Operations responded to questions from the Council.

Upon a **ROLL CALL** vote, the Chair declared **RESOLUTION #6900** adopted. Yes: Gina Cekala, Robert Cressotti, Douglas Finger, Bob Hendrickson, Michael Ludwick, Cynthia Mangini, Jim Nasuta, Ken Nelson Jr., Marie Pyznar, John Santanella No: None Abstain: None.

D. Resolution to Adopt the New Armed School Security Officer Supervisor Job Description and the Revised Armed School Security Officer Job Description in the Police Department

RESOLUTION #6901 by: Michael Ludwick, seconded: Bob Hendrickson.

RESOLVED, that in accordance with Chapter VII Section II of the Town Charter the Enfield Town Council does hereby adopt the job descriptions for the following positions:

Position

- Armed School Security Officer Supervisor (effective July 1, 2024)

- Armed School Security Officer (effective July 1, 2024)

Upon a **ROLL CALL** vote, the Chair declared **RESOLUTION #6901** adopted. Yes: Gina Cekala, Robert Cressotti, Douglas Finger, Bob Hendrickson, Michael Ludwick, Cynthia Mangini, Jim Nasuta, Ken Nelson Jr., Marie Pyznar, John Santanella No: None Abstain: None. ***A copy of the job descriptions are appended to these minutes.***

E. Resolution to Authorize a Waiver of Property Maintenance Fines for 56 College Street, Enfield CT with Revised Condition

RESOLUTION #6902 by: Michael Ludwick, seconded: Bob Hendrickson.

BE IT RESOLVED that 56 College Street must be sold by the Executor of the Estate of 56 College Street by April 30, 2024; and

BE IT RESOLVED that if this condition is not met, the Town shall proceed to finalize the foreclose action against 56 College Street for the property maintenance fines owed to the Town; and

BE IT FURTHER RESOLVED that if this condition is met, the Enfield Town Council does hereby authorize that the property maintenance fines on 56 College Street for the six property maintenance violations shall be waived and the liens released.

Upon a **ROLL CALL** vote, the Chair declared **RESOLUTION #6902** adopted. Yes: Gina Cekala, Robert Cressotti, Douglas Finger, Bob Hendrickson, Michael Ludwick, Cynthia Mangini, Jim Nasuta, Ken Nelson Jr., Marie Pyznar, John Santanella No: None Abstain: None.

14. ITEMS FOR DISCUSSION

- None.

15. ANY OTHER BUSINESS PROPER TO COME BEFORE SAID MEETING

- None.

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

Jennifer Bruyette, 83 Park Avenue

Ms. Bruyette asked why Planning and Zoning would want a moratorium on affordable housing. If, for instance, a developer came in and the plans included affordable housing, why would the plans be denied.

Lucien LeFevre, 54 Kimberly Drive

Mr. LeFevre mentioned that a longtime resident, Ernie Maynard, who served in World War II and the Korean War, was going to be turning 100, and he wanted the residents to know.

17. COUNCILOR COMMUNICATIONS

- None

18. ADJOURNMENT

MOTION by: Cynthia Mangini, seconded: Michael Ludwick to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared the **MOTION** adopted unanimously, and the meeting stood adjourned at 9:45 pm.

Respectfully submitted,

Sheila M. Bailey, Town Clerk
Clerk of the Council

Lindsay Petrucci, Assistant Town Clerk
Secretary of the Council

TOWN OF ENFIELD

TITLE: Armed School Security Officer Supervisor
DEPARTMENT: Public Safety

SALARY: As Defined¹
DATE: PENDING

General Description

The Armed School Security Officer Supervisor provides front line supervision to all Armed School Security Officers and unarmed camera monitor personnel with respect to scheduling, discipline, training and coordination of shift activities to their assigned schools. The Armed School Security Officer Supervisor reports to the Chief of Police with all matters concerning the Armed School Security Officers and their security responsibilities to the schools. The Armed School Security Officer Supervisor may act in the performance of an Armed School Security Officer as needed. The Armed School Security Officer Supervisor will also fulfill and complete school security assessments, grant opportunities, infrastructure improvements and related tasks as needed by the superintendent of schools, as routed through the chief of police or designee.

Supervision Received: The Armed School Security Officer Supervisor is supervised by the Chief of Police (or designee).

Supervision Exercised: The Armed School Security Officer Supervisor exercises supervision over Armed School Security Officers and unarmed camera monitor personnel.

Essential Duties & Responsibilities: *The following duties are typical for this position. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices. Subject to the provisions of any applicable federal and/or Connecticut law, the essential duties and responsibilities of Armed School Security Officer Supervisor shall be as follows:*

- Works under the general supervision of the Chief of Police.
- Exercises general supervision over Armed School Security Officers, unarmed camera monitor personnel, and support staff.
- Supervises the scheduling and coordination of shift activities.
- Reviews a variety of reports prepared by Armed School Security Officers, unarmed camera monitor personnel, or others.
- Makes day-to-day assignments as required by the needs of the service.
- Maintains contact with school officials, general public and other town officials in the performance of activities.
- Conducts periodic performance evaluations and plans training sessions for assigned personnel.
- Counsels assigned personnel on job performance and disciplinary matters.
- Maintains normal availability by radio or telephone for consultation.
- Reviews, evaluates and develops programs, policies and procedures for various school security operations.
- Controls the entrance and exits of visitors, students, and employees; meets and greets students, staff, and public in positive manner;
- Confronts unauthorized persons for questioning and takes appropriate action, if necessary;
- Calls police for assistance as needed;
- Reports any inappropriate activities or unauthorized persons on or around school property to appropriate personnel;

¹ This salary, which also includes mileage reimbursement for this position, is periodically subject to change as determined by the Town Council.

- Assists visitors with directions; monitors building premises;
- Responds to serious emergencies and other serious security concerns,
- Uses deadly physical force to protect themselves or a third party when they reasonably believe that such other person is (1) using or about to use deadly physical force, or (2) inflicting or about to inflict great bodily harm, as permitted and defined in C.G.S. Sec. 53a-19, and any other applicable provisions of law. Uses physical force in defense of person, premises, or property, or in assistance to a peace officer in making an arrest or preventing an escape, as permitted and defined in C.G.S. Sec. 53a-20, 53a-21, and 53a-22, and any other applicable provisions of law.
- Armed School Security Officer Supervisor shall not have any access to any student record information, as defined in the Family Educational Rights and Privacy Act, 20 USC 1232g., except as authorized by such Act.
- Armed School Security Officer Supervisor shall not take any disciplinary action concerning any student.
- Armed School Security Officer Supervisor shall not store or leave a firearm unattended on the premises of any school at any time.
- Coordinate, oversee, and evaluate emergency drills in EPS buildings, including evacuations, lockdowns, and secure school drills.
- Create/update and submit annual school safety plans and maps for EPS school district and all EPS school buildings.
- Coordinate and complete NCEF school building evaluations.
- Chairperson for school safety committees for all schools.
- Coordinate EPS fingerprinting services. CCHRS Terminal Agency Coordinator and Administrator.
- Apply for, process, and administer, grants for school safety and security.
- Oversee EPS residency investigations.
- Oversee, troubleshoot, and coordinate services and equipment for EPS video, radio, card reader, and visitor management systems.

Knowledge, Skills & Abilities

- Ability to provide effective leadership and coordinate the activities of Armed School Security Officers;
- Ability to work with multiple types of people from diverse ages and backgrounds (i.e. students, teachers, police officers, principals, parents, etc.);
- Ability to use effective communication and interpersonal skills using tact, patience and courtesy;
- Ability to operate office equipment including computers and supporting word processing, spreadsheet, and database applications;
- Ability to observe situations and accurately determine an effective course of action;
- Ability to work within chain of command to resolve problems;
- Ability to convey and receive oral and written instructions and work cooperatively with others.
- Must be resourceful, accurate, reliable, punctual and accountable in all matters;
- Ability to work a flexible schedule

Minimal Qualifications

- High school diploma or its equivalent. (Bachelor's Degree highly preferred).
- Hold and maintain a valid driver's license with no serious violations.
- Have excellent integrity and demonstrate good moral character and initiative.
- Must be 21 years of age or older. Must pass a medical and psychological exam to fulfill the job functions and responsibilities.
- Must meet the employment qualification standards set forth in Conn. Gen. Stat. 10-244a

Special Requirements

- Must meet the minimum requirements for state and local licensing and/or site standards as established by the organization.

- Must be able to meet and maintain firearm qualifications and be duly authorized to carry a firearm in the State of Connecticut, and must hold all other permits, certifications and licenses required by any applicable federal and/or Connecticut law.
- Must meet the handgun firearms qualification standards set forth for the Enfield Police Department, subject to periodic firearms qualification.

Tools & Equipment Used

- Handgun

Physical & Mental Demands

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

With or without reasonable accommodation, the physical and mental requirements of this job may include the following: seeing, hearing, speaking, and writing clearly. Occasional reaching with hands and arms, stooping, kneeling, crouching, and crawling. Frequent sitting, standing, running, and walking, which may be required for long periods of time, and may involve climbing stairs and walking up inclines and on uneven terrain. Additional physical requirements may include, frequent lifting and/or moving up to 20 pounds and occasional lifting and/or moving up to 50 pounds. Hand-eye coordination is necessary to use a handgun. Specific vision abilities required by this job include close vision, far vision and the ability to adjust focus. Required to utilize rapid and effective judgment in responding to unusual or emergency situations using appropriate escalation of force level. Must participate in a full background investigation.

Work Environment

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

While performing the duties of this job, the employee frequently works in outside weather conditions. The employee will frequently work inside a building. The employee occasionally maybe exposed to wet and/or humid conditions, extreme cold and/or extreme heat. The noise level is normally moderate. Works in environment and under conditions that require carrying authorized weapons and ammunition, the use of protective gear and devices, and awareness of personal safety and safety of others.

General Guidelines

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 the employee and is subject to change by the employer as the needs of the employer and the requirements of the job change.

TOWN OF ENFIELD

ARMED SCHOOL SECURITY OFFICER (Part-time)

PUBLIC SAFETY

General Description

Armed School Security Officers provide security to their assigned schools and provide support to the Police Department in the prevention and detection of criminal activity and damage. Armed Security Officers survey assigned areas for illegal activities, suspicious behavior or dangerous situations. They also provide an authoritative presence while promoting safety and order.

Supervision Received: The Armed School Security Officer is supervised by the **Armed School Security Officer Supervisor** (or designee).

Supervision Exercised: The Armed School Security Officer may exercise supervision as determined by the **Chief of Police**, subject to the limitations set forth in this job description and any applicable federal and/or state law;

Essential Duties & Responsibilities

Subject to the provisions of any applicable federal and/or Connecticut law, the essential duties and responsibilities of Armed School Security Officer shall be as follows:

- Controls the entrance and exits of visitors, students, and employees;
- Meets and greets students, staff, and public in positive manner;
- Confronts unauthorized persons for questioning and takes appropriate action, if necessary;
- Calls police for assistance as needed;
- Reports any inappropriate activities or unauthorized persons on or around school property to appropriate personnel;
- Assists visitors with directions;
- Monitors building premises;
- Responds to serious emergencies and other serious security concerns,
- Uses deadly physical force to protect themselves or a third party when they reasonably believe that such other person is (1) using or about to use deadly physical force, or (2) inflicting or about to inflict great bodily harm, as **permitted and** defined in C.G.S. Sec. 53a-19, **and any other applicable provisions of law. Uses** physical force in defense of person, **premises, or property, or in assistance to a peace officer in making an arrest or preventing an escape, as permitted and defined in C.G.S. Sec. 53a-20, 53a-21, and 53a-22, and any other applicable provisions of law.**
- ~~• Armed School Security Officers shall not conduct any search or seizure of the person or property of any student or any other individual at any time.~~
- Armed School Security Officers shall not have any access to any student record information, as defined in the Family Educational Rights and Privacy Act, 20 USC 1232g., except as authorized by such Act.
- Armed School Security Officers shall not take any disciplinary action concerning any student.

- Armed School Security Officers shall not store or leave a firearm unattended on the premises of any school at any time.

Knowledge, Skills & Abilities

- Ability to work with multiple types of people from diverse ages and backgrounds (i.e. students, teachers, police officers, principals, parents, etc.);
- Ability to use effective communication and interpersonal skills using tact, patience and courtesy;
- Ability to observe situations and accurately determine an effective course of action;
- Ability to work within chain of command to resolve problems;
- Ability to understand oral and written instructions and work cooperatively with others.
- Must be resourceful, accurate, reliable, punctual and accountable in all matters;
- Ability to work a flexible schedule

Qualifications

- High school diploma or its equivalent.
- Hold and maintain a valid driver's license with no serious violations.
- Have excellent integrity and demonstrate good moral character and initiative.
- Must be 21 years of age or older.
- Must pass a medical and psychological exam to fulfill the job functions and responsibilities.
- **Must meet the employment qualification standards set forth in Conn. Gen. Stat. 10-244a**

Special Requirements

- **Must meet** the minimum requirements for state and local licensing and/or site standards as established by the organization.
- **Must** be able to meet and maintain firearm qualifications and be duly authorized to carry a firearm in the State of Connecticut, and must hold all other permits, certifications and licenses required by any applicable federal and/or Connecticut law.
- **Must meet the handgun firearms qualification standards set forth for the Enfield Police Department, subject to periodic firearms qualification.**

Tools & Equipment Used

- Handgun

Physical & Mental Demands

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

With or without reasonable accommodation, the physical and mental requirements of this job may include the following: seeing, hearing, speaking, and writing clearly. Occasional reaching with hands and arms, stooping, kneeling, crouching, and crawling. Frequent sitting, standing, running, and walking, which may be required for long periods of time, and may involve climbing stairs and walking up inclines and on uneven terrain. Additional physical requirements may include, frequent lifting and/or moving up to 20 pounds and occasional lifting and/or moving up to 50 pounds. Hand-eye coordination is necessary to use a handgun. Specific vision abilities required by this job include close vision, far vision and the ability to

adjust focus. Required to utilize rapid and effective judgment in responding to unusual or emergency situations using appropriate escalation of force level. Must participate in a full background investigation.

Work Environment

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

While performing the duties of this job, the employee frequently works in outside weather conditions. The employee will frequently work inside a building. The employee occasionally maybe exposed to wet and/or humid conditions, extreme cold and/or extreme heat. The noise level is normally moderate. Works in environment and under conditions that require carrying authorized weapons and ammunition, the use of protective gear and devices, and awareness of personal safety and safety of others.

General Guidelines

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 the employee and is subject to change by the employer as the needs of the employer and the requirements of the job change.