



**AGENDA
DPW – SUBCOMMITTEE
MEETING MINUTES**

**Tuesday, February 27, 2024
5:30 PM in the Scitico Room
Enfield Town Hall**

- 1. Roll Call – Meeting called to order, 5:30PM**
 - a. Councilor Ludwick, Chair – Present**
 - b. Councilor Mangini – Present**
 - c. Councilor Nasuta – Present**
 - d. Councilor Cressotti – Present**
 - e. Special Guest – Donald Nunes, Director of Public Works**
 - f. Special Guest – John Hammer, SLR**
- 2. Approval of Minutes – None**
- 3. Discussion on Facility & Field Use Policy – potential changes/adjustments**
 - a. Nunes and Hammer led a considerable discussion about natural grass sports fields cost of maintenance and how those costs were determined.**
 - b. Hammer discussed the idea of “Reasonable Use” to help lessen the impact of wear damage to the fields. Nasuta recommended adding the definition of “Reasonable Use” to the facility use policy when appropriate. Nasuta also recommended that the presidents or authorized representatives sign off that they are in receipt. No votes taken.**
 - c. Nunes discussed his role in enforcing the Town Council approved Facility Use Policy and he has no authority to waive/reduce/or alter any fees in the policy, only the Town Manager and/or School Superintendent has that authority.**
 - d. Nunes discussed that the Town Manager’s Office will be researching surrounding communities cost for facility rentals so the Subcommittee can make informed decisions about the fees.**
 - e. Ludwick requested a true cost of “doing business” regarding facility rentals including labor, utilities, etc. per facility.**
 - f. Mangini requested the breakdown of facility rentals per group be resent to the Town Council. Nunes will forward to the Town Manager’s Office.**
 - g. Ludwick requested the quantity of facility rentals be submitted to the subcommittee.**
 - h. Cressotti suggested and discussed a flat fee per facility and remove the ala carte options of custodians, police, sound tech, etc.**
 - i. Ludwick made a motion to allow public input, Nasuta seconded the motion, 3-0 vote, all in favor.**

- j. Brenna Grimson from Riley's discussed her position about the rental fees and will communicate with the Subcommittee about their ideas to improve the Facility Use Policy.
 - k. Ludwick requested the surrounding community's facility fees be available for the March meeting.
 - l. No votes taken on the Facility Use Policy.
- 4. **Discuss Setting Meeting with the Sports Leagues to Discuss the Next Steps on the Fields Policy**
 - a. Discussion that there is not enough information to make this meeting happen and will do so when all the costs and SLR's report is issued about the Field Demand Analysis.
 - b. No votes taken.
- 5. **Quarterly Update on CIP Projects**
 - a. Nunes discussed current CIP projects and provided a handout to the Subcommittee.
 - b. Ludwick recommended that Nunes present this information to the Town Council at a future meeting.
 - c. No votes taken.
- 6. **Miscellaneous**
 - a. None.
- 7. **Any other business to come before the Subcommittee**
 - a. Ludwick requested the Crack Seal street list be sent to the Subcommittee.
 - b. Ludwick inquired about the Abbe Road sidewalks.
 - c. No votes taken.
- 8. **Next Meeting Date – March 12, 2024 at 5:30PM**

Adjournment – 6:47PM

- a. Mangini made a motion to adjourn, Nasuta seconded, all in favor.

Minutes respectfully submitted on February 28, 2024 by,

Donald T. Nunes, Director of Public Works