MINUTES
TOWN COUNCIL
SPECIAL MEETING
April 21, 2025
6:00 PM - Town Hall - Scitico Room
https://youtube.com/live/yeQ_L14m2E4

1. **Roll Call**

Present: Gina Cekala (arrived at 6:50pm), Robert Cressotti, Bob Hendrickson, Michael Ludwick, Cynthia Mangini (remotely), Jim Nasuta (remotely), Ken Nelson Jr., Marie Pyznar, Jeff Rousseau, John Santanella, Lori Unghire

Absent: None

Also Present were Town Manager, Christopher Bromson; Assistant Town Manager, Steve Bielenda; Director of Finance, John Wilcox; Director of Planning, Lauren Whitten; Democratic Registrar of Voters, Christina Tetreault; Republican Registrar of Voters,Tom Kienzler; Director of EMS, Erin Riggott; Chief of Police, Alaric Fox; Deputy Chief of Police, Steven Kaselouskas; and Town Clerk, Sheila Bailey.

2. **Budget Discussions**

The Mayor called the meeting to order at 6:00pm and announced that the departmental proposed FY26 budget presentations were being recorded and would be available for viewing on the town's website at www.enfield-ct.gov by clicking on the Agendas and Minutes button. ***Copies of the presentations are appended to these minutes.***

- Planning Department Presented by Director of Planning Laurie Whitten

- Registrar of Voters Presented by Christine Tetreault (Democratic Registrar of Voters) and Tom Kienzler (Republican Registrar of Voters)

- Town Clerk Presented by Town Clerk Sheila Bailey

- EMS Presented by Director of EMS Erin Riggott

- Police Department Presented by Chief of Police Alaric Fox

3. **Adjournment**

MOTION by: Marie Pyznar, seconded: Bob Hendrickson to adjourn.

Upon a **SHOW OF HANDS** vote being taken, the Chair declared the **MOTION** adopted unanimously, and the meeting stood adjourned at 8:30pm.

Respectfully submitted,

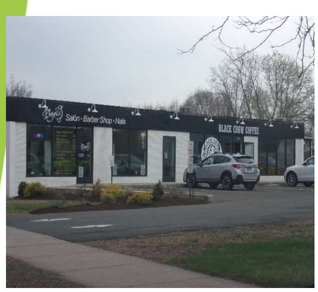
Sheila M. Bailey, Town Clerk
Clerk of the Council

Planning & Zoning Preliminary Budget

Fiscal Year 2026

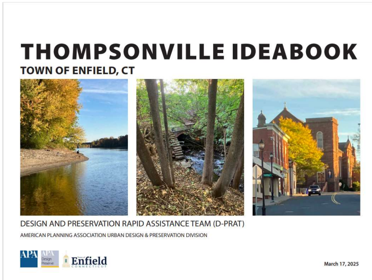
1

THE PLANNING DEPARTMENT



- Well-functioning team consisting of 5 full-time/1 part-time staff members who are consistently striving to do better.
- Your FY25 Approval for a part-time Secretary EQUALS increased success by keeping track of the post-approval process.
- Where now Applicants are actually following through with their post-approval requirements in a timely manner.

2



The Planning Staff is working together to:

- Implement new policies and procedures
- Respond to at least 700 inquiries to date in FY25
- Use digital means as much as possible
- Update & simplify land use application forms
- Clean out and update our filing system

3

AND

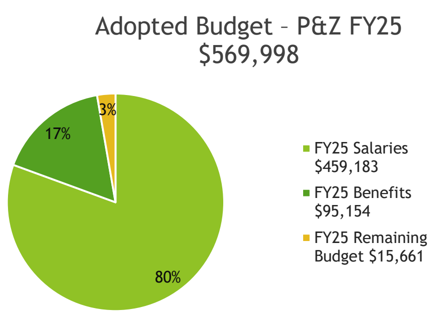
- ART's are saving time and money for developers
  - We have received encouraging feedback on the positive impact on the pre-development process in Enfield
- Staff and PZC are making excellent headway on our Zoning Regulations, which have not been re-written since 2001.

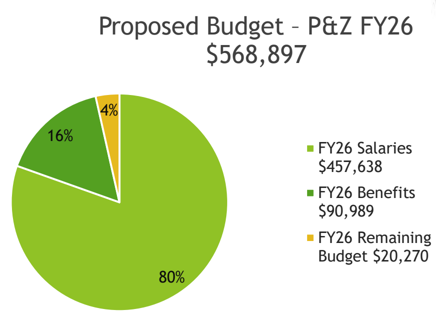
4

P&Z FY26 Rollup Budget Facts

Planning & Zoning	FY 2025 Adopted	FY26 with Compulsory Increases	Delta	% Increase
Salaries	$459,183	$457,638	-$1,545	-3.4%
Medical	$60,104	$55,974	-$4,130	-6.87%
Social Security	$28,780	$28,376	-$404	-1.4%
Medicare	$6,270	$6,639	$369	5.89%
SUBTOTAL	$554,337	$548,627		
Remaining Budget	$15,661	$20,270		
TOTAL BUDGET	**$569,998**	**$568,897**	**-$1,101**	**-0.19%**

5





FY26 Proposed Change $-1,101 = - 0.19%

THANK YOU!

6

Land Use Commissions Training budget increase

Fiscal Year 2026

7

Commission	Original Budget	Proposed Budget	Delta	% Increase
Planning & Zoning 10 Members	$ 690	$1,600	$ 840	122%
Zoning Board of Appeals 8 Members	$ 650	$1,300	$ 650	100%
Inland Wetlands 10 Members	$ 890	$2,900	$2,010	226%
Agricultural/Conservation 10 Members	$ 560	$1,400	$ 840	150%
Historic 8 Members	$ 0	$ 300	$ 300	100%
Budget Totals	$2,790	$7,500	$4,710	169%

8

Wishlist
P/T or F/T ZEO &
In house GIS Coordinator

Fiscal Year 2026

9

Additional Zoning Enforcement Officer (ZEO) PT or FT

- Need for Continuity
- ZEO has increased workload with required historical research and analysis
- Future needs: anticipate increased work with the potential upcoming inspections for short term rentals (could be taxed for revenue), In law Apartments and Accessory Dwelling units (ADU's)
- Salary Full time with benefits $89,340

  Part time $50-60,000

10

In House GIS Coordinator (GIS = Geographic Information Systems)

- Last In House technician was prior to 2018
- The Town has been hiring consultants that have not served us well
- An In House Coordinator can
  - Update current layers (Zoning, Parks, Wetlands, Etc)
  - Create new mapping layers and studies(O.S, Agriculture, traffic, bus routes…)
  - Create exhibits for grants, presentations..
- Salary depends greatly on experience and credentials
  - Full range $40-100K, Average could be between $60-75,000 + benefits

11

Questions?

THANK YOU!

12

TOWN OF ENFIELD
ANNUAL BUDGET DETAIL

Function:	**Dept./Agency:**	Activity:	**Code:**
GENERAL FUND	REGISTRARS OF VOTERS	REGISTRARS OF VOTERS	1500 - 0000

	2023 ACTUAL	2024 ACTUAL	2025 BUDGET	2025 REVISED	2026 DEPARTMENT	2026 PROPOSED
51 PERSONAL SERVICES - SALARIES						
10150000-513000 SALARIES - TEMP/SEASONAL	0	0	2,000	2,000	1,800	1,800
10150000-513400 ELECTION WORKERS	30,289	37,547	57,500	57,500	49,500	49,500
10150000-516000 STIPEND	66,000	68,000	68,000	88,000	88,000	88,000
	96,289	105,547	127,500	147,500	139,300	139,300
52 PERSONAL SERVICES - EMPL BENEFITS						
10150000-522000 SOCIAL SECURITY (FICA)	4,092	4,216	5,200	6,125	8,636	8,636
10150000-522100 MEDICARE	957	986	1,300	1,511	2,019	2,019
	5,049	5,202	6,500	7,636	10,655	10,655
53 PURCHASED PROF & TECHNICAL						
10150000-532200 PROFESSIONAL DEVELOPMENT	1,640	1,760	3,600	3,720	3,540	3,540
10150000-533900 OTHER PROFESSIONAL SERVICES	3,046	3,199	3,150	3,030	1,550	1,550
	4,686	4,959	6,750	6,750	5,090	5,090
54 PURCHASED PROPERTY SERVICES						
10150000-543200 EQUIPMENT REPAIR & MAINT	4,005	3,810	4,110	4,110	10,960	10,960
	4,005	3,810	4,110	4,110	10,960	10,960
55 OTHER PURCHASED SERVICES						
10150000-553100 TELEPHONE	500	500	500	500	500	500
10150000-553500 POSTAGE	2,758	3,058	4,000	4,000	4,400	4,400
10150000-554000 ADVERTISING	0	0	200	200	200	200
10150000-555000 PRINTING & REPRODUCTION	565	425	700	300	700	700
10150000-558000 TRAVEL	148	0	300	300	300	300
	3,971	3,983	5,700	5,300	6,100	6,100
56 SUPPLIES/MATERIALS						
10150000-561200 OFFICE SUPPLIES	1,039	1,347	2,800	2,800	2,400	2,400
10150000-563000 FOOD/FOOD RELATED	2,369	3,448	4,500	4,900	3,565	3,565
	3,407	4,795	7,300	7,700	5,965	5,965
58 OTHER OBJECTS						
10150000-581000 DUES & FEES & SUBSCRIPTIONS	160	170	170	170	170	170
	160	170	170	170	170	170
TOTAL for: REGISTRARS OF VOTERS - GENERAL FUND	**$117,567**	**$128,466**	**$158,030**	**$179,166**	**$178,240**	**$178,240**

Town Clerk and Records Management Proposed Budget

Fiscal Year 2026

1

Services Rendered Year-to-Date

- Land Records 19,695
- Notary Services 310
- Marriage Licenses 160
- Burial Permits 482
- Absentee Ballots Issued 1,786
- Town Conveyance Taxes $535,860
- Land Record Copies $30,726
- Certified Copies Vitals $113,200

State & Town Fees Collected YTD $2,512,300

2

Proposed Budget – Town Clerk

	FY25 Adopted	FY26 Proposed	$ Contractual Adjustments
Salaries	362,655	365,156*	2,501*
Benefits	156,665	175,632	18,967
Total	**$519,320**	**$540,788**	**$21,468**

**Salaries (-2,000) Cut Temporary Election*

3

Proposed Budget – Town Clerk

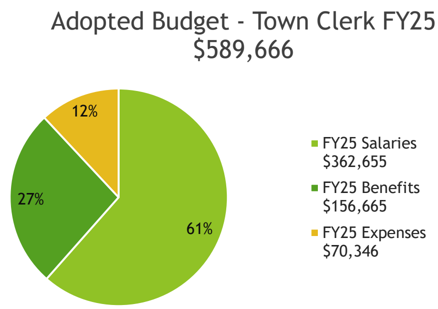
	FY25 Adopted	FY26 Proposed	$ Change
Professional Development	1,650	1,700	50
Other Professional Services	19,700	19,000	(-700)
Technical Services	6,600	6,600	0
Equip Repair & Maintenance	700	700	0
Other Purchased Services	0	15,600	15,600
Telephone	750	750	0
Postage	8,000	6,500	(-1,500)

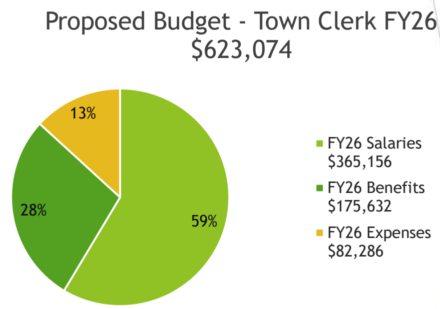
4

Proposed Budget – Town Clerk

	FY25 Adopted	FY26 Proposed	$ Change
Advertising	5,000	5,000	0
Printing & Reproduction	17,500	15,580	(-1,920)
Copying & Reproduction	250	600	350.00
Travel	276	276	0
Other Purchased Services	100	100	0
Office Supplies	9,5000	9,500	0
Dues & Fees Subscriptions	320	380	60.00
Total	$70,346	$82,286	$11,940

5





FY26 Proposed Increase 5.67%

6

Proposed Budget – Records Management

	FY25 Adopted	FY26 Proposed	$ Contractual Adjustments
Salaries	74,847	76,719	1,872
Benefits	18,372	20,454	2,082
Disposal Services	1,765	1,765	
Telephone	125	125	
Postage	30	30	
Office Supplies	465	465	
Total	**$95,604**	**$99,558**	**$3,954**

FY26 Proposed Change 4.14%

7

Enfield Emergency Medical Services
Proposed Budget FY2026

1

Fiscal Year 2025

- $3,699,787

Proposed Fiscal Year 2026

- $3,745,767

Total Increase 1.24%
(*New Union Contract: +$122,000) or 4.54%*

Anticipated Revenue: $3,000,000
Actual 2024 Revenue: $3,191,443

2

Summary of Increases

- Salaries .38%**/ Health Ins. 4.59%
  ($7,549) / ($29,215)
- Other Prof Services 6.67%
  ($5,000)
  EMS Billing
  Revenue Increase
- Technology Services $38.05%
  ($5,100)
  Replacement of Radio
- Medical Supplies 6.89%
  ($7,500)
  Misc. Medications and supplies
- Uniforms 23.45 % **
  ($3,400)
  Replacement Uniforms

**Union Contract Increases: $113,600 (Salaries) + $8,400 (Uniforms)

3

Summary of Decreases

- Fuel Costs - 24.29%
  (-$24,143)
- PENDING CIP APPROVAL
  Decreases to Repair/Service Contracts on Radios/Lucas

4

CIP Requests

- LUCAS CPR Device (2) $27,264
- Portable Radio Replacement (22) $80,220

Enfield CPR Survival Rate: 11%

National Average 7%

5

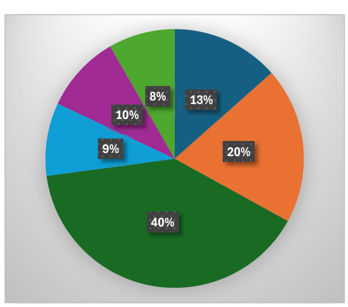
2024 Year in Review!

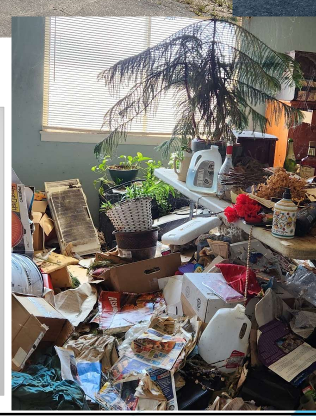
Total Calls: 8,195

**420 responses to neighboring towns

Prison Calls Increase

Mental Health/Substance Abuse/Alcohol
Physical Injury/Trauma
General Medical Emergency
Chest Pain
No Complaint
Shortness of Breath





6

Less then 1% of the 25,000 ground ambulances in the US have this capability!

JEMS

Patient Care | EMS Operations | Mobile Integrated Health and Commu

Whole Blood

Conn. EMS partners with hospital to begin carrying whole blood

Enfield EMS is the fourth agency in New England to establish a whole blood program

February 11, 2025 10:09 AM

By Eric Bedner
Journal Inquirer

ENFIELD, Conn. — Saint Francis Hospital is partnering with Enfield Emergency Medical Services to allow whole blood to be administered to trauma patients at the scene of an emergency or while they're being transported to a hospital.

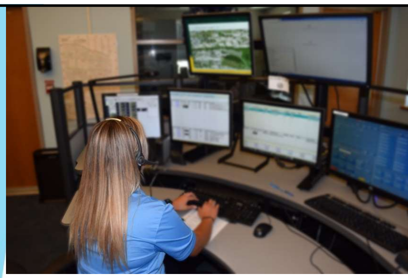
Enfield EMS is one of only 200 agencies in the country and just the fourth in New England to establish a whole blood program that treats patients suffering from life-threatening blood loss.

Went "live" at the end of 2024
4 transfusions to date

7

Thank you!

8



Enfield Police Department Budget Presentation

Fiscal Year 2025-2026

1

Enfield Police Department Personnel Staffing Levels

2024-2025

102 Authorized Sworn Officers
-1 Unfilled Position
-7 Training Academy
-4 Field Training Program
-2 FMLA
-2 OJI/Worker's Compensation
-2 Extended Sick Leave
-3 Military Activation/Deployment
----
81 Available Sworn Officers

2025-2026

Maintain Current Staffing Levels

Please Note: Any reductions in staffing that should be directed would need to come from our specialized units such as the Detective Division, Community Police Officers, SROs, or the Traffic Division in order to enjoy the full "cost-savings effect" of the attriting out of any position(s).

2

2024 Enfield Police Department Data:

Total Calls for Service:	50,009 (137.01 per day)
Arrests:	1,743
Accidents:	954 (201 w/ injuries; 3 fatals, 249 evading)
DUI Arrests:	127
Narcotics Investigations / Arrests:	85 / 70
Protective Custody (Mental Health):	324
Non-Fatal Overdoses:	65
Opioid Overdose Deaths:	12
CREST Activations:	16
Metro Traffic Activations:	28
Canine Use Calls:	219
Stop Stick / Star-Chase Deployments:	12 / 19

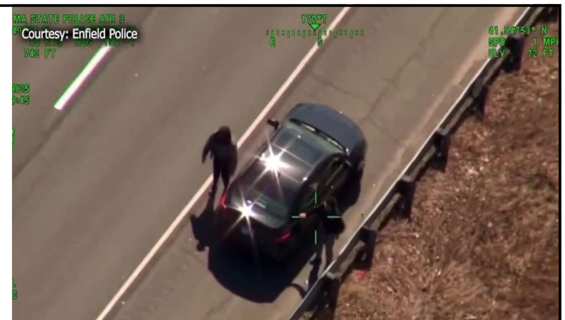
3

2024 Use of Force Data:

Total Calls for Service:	50,009
Arrests (1743) / Protective Custody (324):	2,067 (4.1%)
Use of Force Incidents:	43 (.08%)
Empty Hand Control Techniques:	*26*
Pointed Firearm:	*7*
Pepper Spray:	*1*
Taser (7 Discharge / 2 Display)	*5*
Canine:	*3*
Impact Weapon:	*0*
Less Lethal Munitions:	*1*
Firearms:	*0*

4

2024 Motor Vehicle Enforcement Efforts:



And Against This Backdrop:

Motor Vehicle Stops: 8,311

22.77 per day

5

Community Outreach Successes

- Canine Demonstrations
- Fairs and Parades
- Special Olympics Events
- Touch a Truck Event
- Thompsonville Walking Patrols
- Enfield Together Coalition/Key Initiatives to Early Education
- Interview Panels
- Police Explorer Program
- Trunk or Treat Event
- Public Speaking Requests

- ❑ Training Courses: Instructors & Participants
- ❑ Juvenile Review Board
- ❑ Citizen's Police Academy
- ❑ Enfield Youth Academy (Three)
- ❑ Car Seat Installations
- ❑ Coffee With a Cop Events
- ❑ Day Care Center Visits
- ❑ Crime Prevention Outreach
- ❑ Bicycle Safety Checks
- ❑ Pickup Basketball Games
- ❑ National Night Out

6

Community Connections

Facebook:	Instagram:
23,306 followers	4,024 followers
2,624,348 views	162,410 views
200 posts	215 posts

7

Budget Request: Last Year v. This Year

- 2024/2025 Budget Request: $14,846,517
- 2025/2026 Budget Request: $15,262,981

  - Dollar Amount Increase: $ 416,465
  - Percentage Increase: + 2.8%

    - Attributable To:
      - Insurance Cost Increase: $ 213,002 (51.2% of increase)
      - AXON BWC/In-Car Camera Program: $ 150,762 (36.2% of increase)
      - Salary Account: $ 52,701 (12.7% of increase)

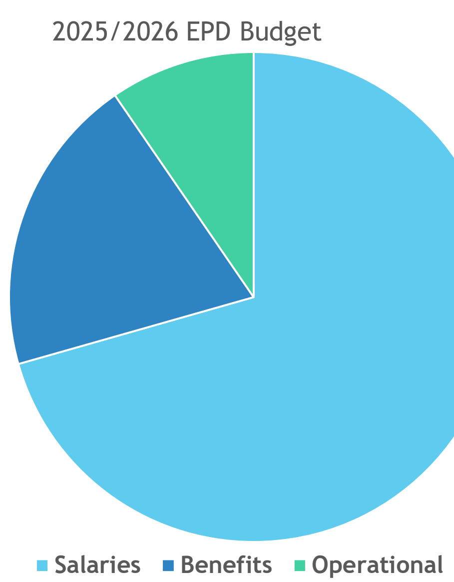
8

Budget Changes in Detail

	2024-2025 Request	2025-2026 Request	Difference		
salary	$9,806,979.00	$9,857,525.00	$50,546.00		
PT salary	$127,593.00	$126,072.00	-$1,521.00		
stipend	$53,750.00	$55,982.00	$2,232.00		
k9 stipend	$34,268.00	$35,712.00	$1,444.00	$52,701.00	12.70%
health ins	$2,233,655.00	$2,455,701.00	$222,046.00		
life ins	$12,378.00	$12,126.00	-$252.00		
fica	$39,755.00	$31,515.00	-$8,240.00		
mdcr	$138,335.00	$137,783.00	-$552.00	$213,012.00	51.20%
prof devel	$91,769.00	$86,294.00	-$5,475.00		
other prof	$2,750.00	$8,250.00	$5,500.00		body fluid cleanup
equip maint	$43,600.00	$50,550.00	$6,950.00		starchase
technology	$251,902.00	$405,435.00	$153,533.00		axon
fuel	$240,000.00	$216,000.00	-$24,000.00		
publications	$6,500.00	$8,000.00	$1,500.00		blue/red book
uniforms	$232,416.00	$212,390.00	-$20,026.00		
other equip	$66,073.00	$90,813.00	$24,740.00		AED, key mgmt
dues fees	$53,614.00	$61,654.00	$8,040.00		callyo,smartshot
				$150,762.00	36.20%

9

Where Does the Money Go?



Budget	Percent	Dollars
Salaries	70.60%	$10,763,521
Benefits	19.80%	3,036,019
Operational	9.60%	1,463,441

10

Academy Teaching	$	4,280.66
ACO weekends	$	11,651.00
Click It or Ticket	$	689.18
Court	$	2,932.32
CREST Callout	$	7,881.40
CREST Training	$	3,791.85
Crossing Guard	$	395.47
Daylight Savings	$	687.12
DB Investigation	$	25,063.73
Drone	$	2,230.69
DUI Roving	$	34,196.70
Fatal MVA	$	3,121.24
FTO	$	22,785.83
Holiday Overtime	$	90,038.63
Hospital with Prisoner	$	16,441.81
July 4th	$	22,958.48
K9 Callouts	$	2,406.18
Major Crime	$	3,178.26
Meetings	$	9,534.14
Metro	$	3,239.70
MVA	$	3,043.50
Parades	$	2,148.80
Patrol Shift	$	84,086.11
RPO	$	849.14
Scantic River	$	10,004.40
School Security	$	1,605.76
Search Warrant	$	4,915.05
Shift Shortage	$	563,636.45
Supervisor Allowance	$	14,782.26
Supervisor Shortage	$	36,989.43
Training	$	35,475.36
Youth Services	$	459.15
	$	1,025,499.80

These figures represent the first 3/4ths of the current fiscal year.

Overtime

$35,345.03 of this amount is fully reimbursed. $37,112.91 is "town directed" expenses. An additional $90,038.63 is contractual holiday pay. Thus, our current overtime utilization figure is $863,003.26 (breaking down to an average of $7,774.80 per person).

Overtime utilization always requires supervisory approval and I, and the balance of the executive command staff, (still) continue to regularly monitor overall overtime utilization.

11

CIP Request: Portable Radio Replacement (Whole or Half)

- The department has approximately 110 portable radios. They are issued and used by all sworn officers, auxiliary officers, and animal control officers. A full battery charge lasts longer than eight hours, but not sixteen hours.
- Thus, the radio must be recharged at the conclusion of a typical eight-hour tour of duty.
- They are approximately twelve to thirteen years old and are beyond their service life. They cannot be repaired and are no longer supported by Motorola, and any requests for repair are denied and returned.
- Full replacement of all radios, batteries, and chargers: $401,098.50 to "buy now" - $520,644.30 "list price" (cost if split up over multiple years).

12

THANK YOU

Questions or Concerns?

13

CIP Request #1: Vehicle Request

- DPW/Fleet Services has determined that eleven (11) department vehicles are "critically overdue" for replacement in the upcoming budget cycle. These vehicles are as follows:

Fleet #	Year/Make/Model	Mileage
0947	2011 Ford Taurus	112,000
0949	2011 Ford Taurus	68,000
0957	2012 Ford Taurus	83,000
0995	2011 Crown Victoria	103,000
1069	2015 Ford Interceptor	114,000
1070	2015 Ford Interceptor	141,000
1099	2016 Ford Interceptor	147,000
1108	2016 Ford Taurus	157,000
1111	2016 Ford Interceptor	132,000
1136	2017 Ford Interceptor	159,000
1147	2017 Ford Interceptor	147,000

This mileage is as of February 14, 2025. Additional mileage has been accrued since this date.

- A CIP request as been advanced to you for 11 agency vehicles at $85,000 each, totaling $935,000.00.
- The "true" DPW Vehicle Replacement Plan recommendation would have called for 22 vehicles.

14

Department Fleet:
A Day in the Life
Day Shift: May 10, 2024

- 1 Patrol Field Supervisor
- 7 District Patrol Officers
- 2 Community Police Officers
- 1 Traffic Officer
- 1 Traffic Sergeant
- 3 School Resource Officers
- 3 Officers at out-of-town training
- 4 Detective at various locations/assignments
- 1 Detective Bureau Sergeant
- 1 Court Officer
- 1 Animal Control Officer
- 3 Agency Administrators at various locations/assignments
- 14 Extra Duty (Vendor Paid) Overtime Posts*

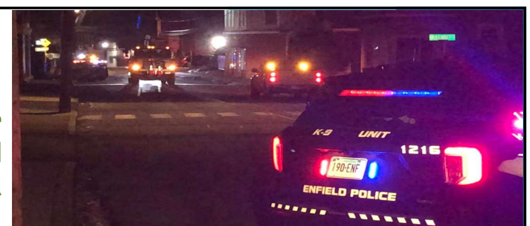
TOTAL = 42 OFFICERS NEEDING 42 CARS

- **Please note that this was a randomly selected day. Other days might be lower or higher.**
- **There was no Scantic River State Park Patrols, Thompsonville Walking Patrols, Distracted Driving Grant Patrols, Drunk Driving Enforcement Patrols, or parades on this date.**
- **The department evidence officer was not on duty.**
- **The Emergency Management Director was not on duty.**
- **We have since added in an additional School Resource Officer and a SSO Program Supervisor (captain).**
- **No additional cars were needed by the Headquarters Commander nor any of our civilian employees for any mandated travel.**

15

Why $85,000 Each?

Even as is, this vehicle price also does not include the cost for the e-ticket printers, laptop computer, AXON camera equipment, and all the trunk supplies (medical kit, Stinger spikes, AED, ballistic vest/helmet, etc.)



Vehicle: $44,860.61
Emergency Lighting/Siren: $ 7,413.89
Miscellaneous Equipment: $ 12,865.27
(laptop mount, center console, trunk storage, prisoner cage, push-bumper, wiring, graphics, scanner, bracket, graphics install labor, etc.)
Police Radio: $ 5,014.89
Upfitter Labor: $ 5,482.13
TOTAL= $75,636.79

A 10% margin for anticipated price increases, tariffs, and inflation raises the per vehicle cost to $83,200.46

16

C.I.P.: Agency Vehicles Over the Years

FY16: Asked: 11
Approved: 7
Received: 7
FY17: Asked: 11
Approved: 6
Received: 6
FY18: Asked: 9
Approved: 0
Received: 0
FY19: Asked: 9
Approved: 1 (K9)
Received: 1 (K9)

FY20: Asked: 9
Approved: 6
Received: 6
FY21: Asked: 12
Approved: 10
Received: 10
FY22: Asked: 17
Approved: 14
Received: 12.75
FY23: Asked: 11
Approved: 6
Received: 6

FY24: Asked: 10
Approved: 4 + CREST
Received: 3 Cruisers
(*Still awaiting one cruiser and the CREST vehicle)

17

CIP Request #3A: Repair/Replace Obsolete Equipment

- **The below listed camera installations occurred in 2019/2020 with a planned obsolescence of five years. We are currently one year past that timing and have begun to experience intermittent failures of equipment due to continuous environmental exposure (sun, road salt, cold, etc.) as well as the normal aging of electronic equipment.**
  - ☐ Route 5 and High Street (2019)
  - ☐ Route 5 and Elm Street (2019)
  - ☐ Route 5 and Belmont Avenue (2019)
  - ☐ Pearl Street and South Street (2019)
  - ☐ Pearl Street and Franklin Street (2019)
  - ☐ Transition as many of the above poles as possible to town owned fiber optic cable network
  - ☐ Elm Street and I-91 (2020)
  - ☐ Elm Street and Freshwater Boulevard (2020)
- **Total: $172,500**

18

CIP Request #3B: New Equipment and Locations

- **If there is a desire to continue moving forward with the original plan for camera placement, the following locations would be suggested for a "lean year" of moderate improvement.**
  - **Elm Street and Exit 48 Southbound On-Ramp/Northbound Off-Ramp - $11,500**
  - **Route 5 and Exit 46 - $18,650**
  - **Route 5 x Exit 49 - $18,650**
  - **Shaker Road x Taylor Road - $17,500**
- **Total: $66,300**

19