MINUTES
TOWN COUNCIL
REGULAR MEETING
July 21, 2025
7:00 PM - Town Hall - Council Chambers
https://youtube.com/live/Zo4Xx0PT0qQ

1. **PRAYER - Gina Cekala**

   A moment of reflection was taken by Councilor Cekala.

2. **PLEDGE OF ALLEGIANCE**

   The Pledge of Allegiance was recited.

3. **ROLL CALL**

   Present: Gina Cekala, Robert Cressotti, Bob Hendrickson, Michael Ludwick, Cynthia Mangini, Jim Nasuta, Ken Nelson Jr., Marie Pyznar, Jeff Rousseau, John Santanella, Lori Unghire

   Absent: None.

   Also present were Town Manager, Matthew Coppler; Assistant Town Manager, Steve Bielenda; Interim Town Attorney, Tom Tyler (departed at 8:22pm); Assistant Town Attorney Larry Widem (arrived at 8:22pm) Director of Public Works, Donald Nunes; and Town Clerk, Sheila Bailey.

4. **FIRE EVACUATION ANNOUNCEMENT**

   The fire evacuation was announced.

5. **MINUTES OF PRECEDING MEETINGS**

   - Special Meeting - June 16, 2025

   MOTION #7279 by: Cynthia Mangini seconded: Marie Pyznar to accept the minutes.
   Upon a **SHOW OF HANDS** vote, the Chair declared **MOTION #7279** adopted. Yes: Robert Cressotti, Bob Hendrickson, Cynthia Mangini, Jim Nasuta, Ken Nelson Jr., Marie Pyznar, Jeff Rousseau, John Santanella No: None Abstain: Gina Cekala, Michael Ludwick, Lori Unghire.

   - Regular Meeting - June 16, 2025

   MOTION #7280 by: Cynthia Mangini, seconded: Robert Cressotti to accept the minutes.
   Upon a **SHOW OF HANDS** vote, the Chair declared **MOTION #7280** adopted. Yes: Robert Cressotti, Bob Hendrickson, Cynthia Mangini, Jim Nasuta, Ken Nelson Jr., Marie Pyznar, Jeff Rousseau, John Santanella No: None Abstain: Gina Cekala, Michael Ludwick, Lori Unghire.

6. **SPECIAL GUESTS**

   None.

7. PUBLIC COMMUNICATION AND PETITIONS

George Young, 8 Holly Lane

Mr. Young welcomed back Town Manager Matthew Coppler. Mr. Young asked why the taxpayer-funded trash study results have not been released and when the results of the June 30, 2024, audit would be available to the public. He believed the auditors should be invited as special guests to share their findings from a financial perspective. He also wanted to know the findings of the school audit. He said the audits were good indicators of how the town is spending money and whether they are in compliance with state and federal requirements regarding grant money. At the previous meeting, Mr. Young suggested the town increase the amount they charge the WPCA for IT and other support. In his opinion, the charges were outdated and needed to be reassessed. He would also like to see a decrease in the mill rate and an increase in the sewer usage fee. He said that Finance Director John Wilcox said they were ahead of schedule for billings but behind on collections. Mr. Wilcox's suggestion was to increase user fees without providing explanations as to why collections were behind or justification for how much money the increases would generate. Mr. Young said that residents want transparency, and it's unacceptable to bill residents like a hidden tax increase.

Mr. Young said that a few months back the Council rejected the Senior Volunteer Tax Credit program for FY27. The budget for FY26 was $100,000, and he wanted to know what the actual expenditure was for July 1, 2025. He believed it was possible to reinstate the program in the future, since a new Council would be elected this year. He was sorry to hear that Councilor Ludwick would not be running this year and stated that he had a wealth of knowledge and oftentimes did not vote with the majority in order to stay true to the taxpayers.

Concetta Arre, 13 Sword Road

Ms. Arre stated that the North End of Enfield has not received the money they deserve for years. Ms. Arre said that the area looks like trash, and as a resident for over fifty-five years, she was disheartened by the number of smoke shops. She wasn't sure what needed to be done to limit the number of smoke shops in a certain area. She said that Property Inspector Rick Rachele has been ensuring that they remove the signs and flags near the road, which are not allowed by zoning. She would like to see nicer streetlights or planters along the road, like in Thompsonville and in Hazardville.

As a self-proclaimed moderate, conservative Democrat, she will vote for whoever she believes will do a good job. She appreciated that there were give and take and in-depth discussions during budget negotiations before giving every department what they asked for. She said that although she doesn't have children, she wants Enfield to be a town that people want to live in. She said that Sword Avenue needs to be paved, and her estimate says that it's been around forty years since it was last done. She stated that many roads have been paved multiple times under the Roads Projects, but Sword Avenue has never made the list. She also recommended hiring an additional zoning official to address violations.

Christina Tetreault, 42 Green Manor Road
Ms. Tetreault invited residents to the Summer Farmer's Market held at Higgins Park from 9-12pm on Sundays. She said that this Sunday they are holding the Children's Entrepreneurial Market, which will consist of around twenty-one child vendors in addition to the markets' regular vendors.

Christian D’Antonio, 18 Montano Road
Mr. D'Antonio said that the CT Transit bus stop will be moving from its current location at Enfield Square over to 90 Phoenix Avenue. He explained that while 1.3miles is not far by car, it can be for those who walk. It is also further from the center of town, which is actively being developed to be transit oriented over the next ten years. The proposed area on Phoenix Avenue does not have any connecting sidewalks, and many pedestrians would need to cross a four-lane divided highway with a posted speed limit of 40mph. He wanted to be clear that he thought it was a bad idea. The logistics of ensuring a safe and accessible transit system escape those who don't have to worry about using it. He believed the former green space behind the town hall, which is now a parking lot, would have been a better spot for the bus stop. Many of the parking spaces are unused and it would have been a better central bus stop location. He asked the Council to speak with CT DOT and reconsider the proposed bus stop on Phoenix Avenue. He asked them to adjust the Magic Carpet bus routes as well to make sure they connect with the new location.

Ken Boullette, 218 Brainard Road
Mr. Boullette thanked the Council for all they do and said that he was sad to see Councilor Ludwick go as he has always been an advocate for Enfield residents. He welcomed back Town Manager Coppler and said that it was a pleasure to have worked with him years ago. Mr. Boullette was in support of the pickleball court transfer, saying that it is needed. Currently, there are about fifty players who utilize the courts near Mark Twain every day. The six courts allow twenty-four players to play at one time. He thanked Kathy Crane and Sue Crank for being the main advocates for the pickleball courts.

8. COUNCILOR COMMUNICATIONS AND PETITIONS

Councilor Mangini reported that the Cemetery Association will work with a contractor to repair the fence at Old Hazardville Cemetery. They have yet to determine a start date for the project. Ms. Mangini said that during the DPW Subcommittee meeting they discussed the intersection of Jefferson Street and Hazard Avenue and the possibility of installing a "Do Not Block Intersection" sign. It is a difficult intersection to get out of at all times of the day and poses a problem for residents who cannot access the street. The Rotary Club is looking for a grant to help cover the costs of the updates to the playground. She invited residents to attend the Mt. Carmel Celebration, which starts on Thursday, July 31st and goes through Sunday, August 3rd. There will be bands, food, and activities for all ages. She thanked the DPW for filling the potholes on Summer Street to make their evening processional safe. She inquired as to why the Public Library remained open on Juneteenth since it is recognized as a national and state holiday. Mayor Nelson explained that it is considered a floating holiday for the union members, and they have a choice of what day they choose to take.

Councilor Santanella asked when Sword Avenue would be eligible for repaving, and Mr. Nunes responded that it would be in the 2026 Roads Referendum. That does not mean that it will be paved in 2026, however. Mr. Santanella said that when they were discussing where to move the CT Transit bus stop, the lack of sidewalks in the Phoenix Avenue area was not considered. He was unsure how many residents currently walk to catch the bus, and he hoped the intention would be to connect the Magic Carpet Bus to the commuter line. He would like to see these items discussed because they are valid concerns. He inquired about the health insurance premiums for the upcoming budget cycle, and whether they have been given any forewarning as to what to expect. Mr. Bielenda responded that it is premature to make a determination because rates are built on actual experience. There is variability based on what experience employees are experiencing, hospital rates, and other trends. New rates are unavailable because they are always evolving.

Councilor Cekala said she looked forward to attending the Farmers Market once softball season ends. Ms. Cekala thanked the 4th of July Committee for their hard work putting together the celebration on the Town Green. She asked for an update on the JFK and Powder Hollow fields. She wanted to make sure that the grounds at JFK were adequately maintained, especially since school would be starting again soon. It was important that Powder Hollow fields were maintained as well because she didn't want the work they had done to go to waste. She had received many complaints about the traffic lights and patterns at the South Road and Enfield Street intersection. Residents were saying that the light from South Road onto Enfield Street could take two to three minutes to change. They are also concerned about the traffic pattern on Hazard Avenue and the difficulty getting out of the Enfield Commons shopping plaza. She hoped the state would come out and check the traffic pattern since it is a state road.

Councilor Cressotti agreed with Mr. Young that the trash study results were long overdue.

Mr. Cressotti also agreed with his stance on the Senior Tax Volunteer Credit and hoped to resurrect the program someday. He said that the beautification of the North Enfield area going towards Massachusetts needs improvement. He wanted to look into utilizing the parking lot behind Town Hall for the new CT Transit bus stop as suggested by Mr. D'Antonio. He recently received many email inquiries regarding ADA compliance on the town's athletic fields and asked if that could be looked into. He said the 4th of July celebration had been a great weekend with wonderful weather, and he enjoyed Maya Matthews' rendition of the National Anthem. He encouraged everyone to attend the Italian Festival and experience the performers, singers, and accordion players. He thanked Eversource for helping to restore power to over 800 individuals due to the micro-burst the night before.

Councilor Rousseau said that the construction on the Town Farm Road bike and walking path is almost complete, but he was concerned about the posted speed limit of 45mph on Broad Brook Road. He inquired about installing a safety barrier since the bike path is so close to the road. He asked if there was information regarding Homestead Drive and Wilstar Circle being added to a Road Referendum. He hoped that an update could be provided on the status of the current Road Projects.

Councilor Unghire congratulated the 4th of July Committee for putting on a wonderful celebration and said that the committee works hard all year planning the event. She, alongside many volunteers, worked the whole weekend. She commended Mike Emmons for his job as chair of the event. She had the pleasure of presenting Marlene Hoginski with the Patriot Award.

Councilor Hendrickson asked for an update on the beaver on Great Brook as area neighbors on Ridge Road were concerned. Mr. Hendrickson also wanted an update on the Roads Projects' progress. He would look into getting Mr. Young the information about the Senior Tax Volunteer Credit. He agreed that North Enfield needed some TLC heading into Massachusetts and was glad that Sword Avenue was on the list of roads for the 2026 referendum.

Councilor Ludwick asked Assistant Town Manager Bielenda to provide a workshop on how the town's benefits work. Mr. Ludwick said there haven't been benefit changes in ten years, which is unheard of even in the public sector. He believed the BOE was looking to make some plan changes. The town has reserves as well as stop-loss protection, which covers catastrophic claims. He said that by law, hospitals are supposed to post their costs on their websites for people to view. He believed it would be beneficial to have the workshop before the next round of contract negotiations begin, to allow the Council to make decisions. He suggested creating a wooden barrier, similar to Simsbury, to help with separating road traffic from bicyclists on the path. He was also in agreement with the way Route 5 into Massachusetts looks, stating that residents are not able to buy vapes in MA, so they drive to Enfield.

Mr. Ludwick didn't believe people understood the scope or intent of TIF District since it was introduced about six years ago. He said it may be a good idea to have a workshop on that as well, so residents could understand its purpose. He would like to see the TIF District expanded to cover parts of North Enfield in an effort to help beautify the area. He said that while Sword Avenue is on the list, it does not mean it will get completed in 2026 but will go through its evaluation. There are around twenty roads that have not been paved in over forty years. Enfield is one of the highest in the state for the "Road Condition Index", placing around 70% for the year 2021.

Deputy Mayor Pyznar said she receives emails, texts, and phone calls from residents about the North End of Enfield. Ms. Pyznar has been bringing up the issue at the dais and during Economic Development and TIF meetings. She would like to see the area get a whole new facade and encouraged residents who feel the same way to come to Council meetings and speak on the issue. She also thanked the 4th of July Committee and apologized for being unable to attend due to family obligations. She is frequently asked if the town provides any monetary assistance for the event. She explained that the town does in fact budget for the celebration, and they dedicated around $93,000 to this year's event. It helps to cover overtime for police and Buildings and Grounds staff. She was thrilled that she would be in attendance for this year's Mt. Carmel celebration starting Thursday, the 31st at 8pm with a candlelight vigil and that Sunday for mass. She, along with other councilors, received letters and phone calls regarding Juneteenth. She urged residents who have concerns to include their names and contact information so that they can reply. It is difficult to address concerns if anonymous letters are sent. She also congratulated Marlene Hoginski on her Patriot Award.

Mayor Nelson asked if Mr. Nunes could attend one of the next meetings as a special guest to give a presentation on what roads have been completed, are in process, and are next to be addressed. Mr. Nelson asked for a consensus to add the bike path and Phoenix Avenue to the DPW Subcommittee. He wanted clarification on who owned the building about where the new transit lot would be and the area leading up to it where the sidewalks were missing. He believed the town owned it, and he would like to obtain a quote for the installation of sidewalks. He was concerned about the permanency of the relocation of the CT Transit bus stop. He found the new bike path to be confusing and believed that bicyclists unfamiliar with the area may inadvertently pull into the driveway at the end of Fletcher Road instead of the street. He would like to add Powder Hollow Park to the Public Safety Committee to discuss the overflowing trash and poor parking situation. He said that the area of Middle Road to Hazard Avenue is nearly impossible to pull out of due to the lack of common courtesy and needs to be addressed. There have been previous discussions to block it off completely, which would help alleviate some of the traffic and would force residents to have to use South Road.

He agreed with Mr. Boullette and was glad that Susan and Kathy got the conversations around pickleball started but stated that Brett Stoddard was the first one to bring up the pickleball courts. He smiles when the sport is brought up because he is reminded of his late friend. Mr. Nelson said that they spent $400,000 replacing the rubber turf at the Middle Road playground, and the project has been completed. The Rotary Club is looking into a grant to help offset some of the cost. He wanted to know whether the town is in control of the Powder Hollow fields right now because they are not being maintained. Last year, the Council decided they would have the dugouts removed. Spazzarini Construction offered to remove the dugouts, and the intent was that money would be raised to have them replaced. He is concerned about the fields being incomplete and baseball season starting.

Mr. Nelson questioned whether Mr. Young would prefer a $700 tax increase with a $400 volunteer tax break, or a $200 increase with no break. He said that they were transparent with their budget presentations and that by removing the Senior Volunteer Tax Credit, every taxpayer was able to get a tax break. It was his belief that volunteering was done for goodwill and not for payment, as that would be what a job is for.

9. TOWN MANAGER REPORT AND COMMUNICATIONS

Town Manager Matthew Coppler said that the town is currently behind on their FY24 audit. He believed that the final report would be available by mid-August, which would put the town a little behind for the FY25 audit. He said that with the appropriate pressure, he believed they could get back on track. Mr. Coppler stated that he spoke with CLA, the company who is handling the School Internal Operations Control Assessment and Advisory Audit today. They officially started when the town signed off at the end of June. They are in the process of scheduling individual meetings with different parts of school operations, which they would like to complete by mid-August. Once the interviews are completed, they will know better when the town can expect the report. Typically, these types of reports can be completed in six to ten weeks. Councilor Ludwick requested that a public presentation be held once the report is available with the auditors in physical attendance, and not on Zoom. Mayor Nelson recommended the auditors do a Q&A session as well. Mr. Coppler believed that it would be beneficial to have questions submitted prior to the presentation to make sure that pertinent points get addressed.

Mr. Coppler said that the refuse report is expected to be added to the next Council meeting on September 15th. Mayor Nelson requested that the Council receive a copy prior to the meeting and that the report be posted on the town's website for residents to review. He said that DPW would report the traffic light timing issue at South Road and Enfield Street to CT DOT for their review. There is also a project to start the re-timing of traffic lights on Hazard Avenue, which has not started yet due to submission delays.

Mr. Coppler said that the JFK campus has not been a priority. Over the next few weeks, they will start to work on the condition to ensure it is ready for the upcoming school year. He met with school leadership to discuss their concerns about the general landscaping around JFK. They are researching ways to better maintain the islands and other areas. It will be a priority to find ways to get grass to take root in that area. As the town grows and new buildings are erected, it is important to maintain their investments. He said that the fields at Powder Hollow are progressing in playability and should be ready for use in the fall. The final determination for use will be made in August. Mayor Nelson said that they still need benches and dugouts on the fields.

Mr. Coppler believed the town could do a better job on the website by updating and alerting residents to upcoming and ongoing projects, especially with roads. He would like to see the information be more available to residents.

Assistant Town Manager Bielenda said that there may be a group of individuals who were interested in building dugouts over at Powder Hollow. He stated that they were halfway through the Summer Concert Series. Last week's Bon Jovi tribute concert drew over 450 attendees. Tuesday's concert is Pop Rocks, a pop music band. The band Rowe County will be replaced with Project 267 on July 29th. He reminded residents that August 5th is National Night Out, and they are having a Taylor Swift tribute band for which they are expecting a large turnout. He encouraged residents to attend.

10. TOWN ATTORNEY REPORT

Interim Town Attorney Tyler said that, from the town's perspective, they are in ADA compliance and are not in any violation. Mr. Tyler said that this afternoon he received an email from Wes Horton about the Hernandez case. It had been a while since the town allocated the money, and the paperwork had been completed. The email stated that all the court documents had been reviewed and are in order. The case has been closed in all respects, including liability, damages, and attorney's fees. They plan to submit their settlement in early August and ultimately close all files. Once they receive the final bill from Wes Horton, they will be able to state what the net settlement was.

Mr. Tyler said that the East Longmeadow Board of Health and Mass DEP must make a decision by July 28th with regard to the Deer Park recycling project. At that point, Mr. Tyler would be able to make a determination about the impact it would have on the town of Enfield, residents of the Shaker Pines lake area, and traffic patterns. He would present his recommendations to Leadership, which he believed would require one meeting in Executive Session. He explained that State Representative Santanella has been working with CT DEEP regarding the situation. They have also made requests to the federal government but have yet to receive any conclusive report from them.

11. REPORT OF SPECIAL COMMITTEES OF THE COUNCIL

Councilor Nasuta said that Joint Facilities met last week and were told that Enfield's schools received sixteen trucks full of furniture from LEGO. Mr. Nasuta said that they included stand-up desks, conference tables, chairs, and whiteboards, all of which were donated. By September, they will provide a list of what was donated.

Councilor Unghire noted that the America 250 Coordinating Committee met last week. She said that the group has been having fun discussing US history, the celebration for next year, as well as state and local history. The committee had questions regarding the town's Tree Warden and Fence Viewer positions. It was clarified that the town has a Tree Warden, and in the past Enfield has worked with a forestry consultant. The town does not have a Fence Viewer and does not get involved in boundary disputes between neighbors. She presented the proposed committee logo, which included Enfield's drum. The drum is a symbol and reminder of how an ordinary citizen can rise to extraordinary moments. She provided some history of the "shot heard around the world" in Lexington, MA. In an attempt to alert Enfield residents, Thomas Abbe took to the streets with his drum to "rally the troops". The drum symbol can also be found on the Enfield PD's patch. Out of the 169 towns in Connecticut, at least 118 towns are participating in the America 250 Celebration, with Enfield leading by leaps and bounds. Anyone looking for more information can visit www.enfield-ct.gov or www.enfieldcultureandartscommission.org. They are hoping to have essay and poster contests for students with topics including "Voices of the Future" or "A Hero in My Family." In April 2026, the committee will hold the Thomas Abbe Commemoration, and then the America 250 Celebration in July 2026. The Enfield Purple Heart and Veterans recognition will be in November 2026.

Mayor Nelson explained that he emailed the Town Manager a few weeks ago about Enfield's sister city in Taiwan. They are currently working to compile posters and literature about Enfield.

12. UNFINISHED BUSINESS

None.

13. NEW BUSINESS

A. **Consent Agenda**

MOTION 7281 by: Cynthia Mangini, seconded: Marie Pyznar to accept the Consent agenda. Upon a **SHOW OF HANDS** vote, the Chair declared **MOTION #7281** adopted. Yes: Gina Cekala, Robert Cressotti, Bob Hendrickson, Michael Ludwick, Cynthia Mangini, Jim Nasuta, Ken Nelson Jr., Marie Pyznar, Jeff Rousseau, John Santanella, Lori Unghire No: None Abstain: None. ***The following are copies of the full resolutions (13A 1 - 13A 7).***

1. **Resolution Authorizing the Town Manager to Submit Application for the Continuation Funding for the FY 26 Family Resource Center Grant for the Total Amount of $111,363**

NOW THEREFORE BE IT RESOLVED, that the Town Manager, Matthew W. Coppler, is authorized to electronically sign and submit the grant applications and agreements, subject to review and approval by the Town Attorney, in the name and on behalf of the Town of Enfield with the State Department of Education and to affix the Corporate Seal.

2. **Resolution to Transfer Funds to Code Enforcement Part-Time Salary Account - $1,616.00**

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

FROM: Clean & Lien

	Grounds Services	23306120 - 542400	$1,616

TO: Clean & Lien

	Transfers out	23306120 - 593000	$1,616

FROM: General Fund Revenues

	Transfers from Other Funds	10040000- 488000	$1,616

TO: Code Enforcement

	Salaries - Part Time	10505200 - 512000	$1,499
	Social Security (FICA)	10505200 - 522000	$ 94
	Medicare	10505200 - 522100	$ 23

I hereby certify that the above-stated funds are available as of July 15, 2025, by John A. Wilcox, Director of Finance.

3. **Resolution to Designate an Independent Auditor to Audit the Books and Accounts of the Town of Enfield**

BE IT RESOLVED, that the Enfield Town Council hereby designates the audit firm CBIZ CPAs P.C. to audit the books and accounts of the Town for the fiscal year ended June 30, 2025, in accordance with the above recommendation.

4. **Resolution Determining the Number of Early Voting Locations for the Upcoming September 2025 State Primary Election**

WHEREAS, the State of Connecticut is allowing municipalities over the population of 20,000, the option of having a second Early Voting location:

BE IT RESOLVED, that the Enfield Town Council does hereby accept the Enfield Registrar of Voters plan of having one central location for Early Voting, at the Enfield Town Hall (820 Enfield Street) effective Tuesday, September 9, 2025.

FURTHER BE IT RESOLVED, that in accordance with State Statutes the Secretary of State's Office will be notified of this acceptance.

5. **Resolution to Transfer Remaining LOTCIP Grant Funds for Town Farm Road Multi-Use Path - $53,453.80**

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

FROM: NAME

Town Farm Multi-Use Trail Grant	31104000-460979	*$53,453.80*

TO: NAME

Construction Services	31108883-545000	*$53,453.80*

I hereby certify that the above-stated funds are available as of July 16, 2025, by John A. Wilcox, CPA, Director of Finance.

6. **Resolution to Adopt the Revised "Lead Teacher" Job Description and Change the Title to "Program Support Specialist"**

BE IT RESOLVED, that the Enfield Town Council does hereby approve the revised job description and the new title of "Program Support Specialist." ***A copy of the job description is appended to these minutes.***

7. **Resolution to Adopt the Revised "Head Teacher" Job Description and Change the Title to "Lead Head Teacher"**

BE IT RESOLVED, that the Enfield Town Council does hereby approve the "Lead Head Teacher" Job Description. ***A copy of the job description is appended to these minutes.***

B. **Appointment(s)–Town Council Appointed**

1. **Patriot Award Committee** - The Term of Office of James Maloney (R) Expires 7/31/2025. Reappointment Would be Until 7/31/2027.

NOMINATION #7282 by: Cynthia Mangini

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

By a **SHOW OF HANDS** vote, the Chair declared **NOMINATION #7282** adopted. Yes: Gina Cekala, Robert Cressotti, Bob Hendrickson, Michael Ludwick, Cynthia Mangini, Jim Nasuta, Ken Nelson Jr., Marie Pyznar, Jeff Rousseau, John Santanella, Lori Unghire No: None Abstain: None. The Chair declared the appointment made.

2. **Patriot Award Committee** - The Term of Office of Pamela Townsend (R) Expires 7/31/2025. Reappointment Would be Until 7/31/2027.

NOMINATION #7283 by: Marie Pyznar

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

By a **SHOW OF HANDS** vote, the Chair declared **NOMINATION #7283** adopted. Yes: Gina Cekala, Robert Cressotti, Bob Hendrickson, Michael Ludwick, Cynthia Mangini, Jim Nasuta, Ken Nelson Jr., Marie Pyznar, Jeff Rousseau, John Santanella, Lori Unghire No: None Abstain: None. The Chair declared the appointment made.

C. **Resolution to Transfer Funds for the Installation of Eight (8) Pickleball Courts at the Enfield Annex - $586,250**

RESOLUTION #7284 by: Cynthia Mangini, seconded: Marie Pyznar.

Director of Public Works Donald Nunes explained the condition of the town's six pickleball courts. They have tried to maintain the first four courts by completing in-house crack repairs since the last two courts are beyond repair. Currently, there are five light poles as the sixth one has been severely damaged. The eight proposed courts would be installed on the westerly side at the Annex and come with multiple warranties. The cost would include blacktop removal, fencing and an ADA-compliant walkway. Mr. Nunes said there was an additional proposal for two more courts totaling ten pickleball courts with the same warranties, blacktop removal, and walkway at a total cost of $619,590.

Mayor Nelson asked if they would remove the fencing and equipment from the South Road pickleball courts to create overflow parking for Mark Twain Congregate Housing, which Mr. Nunes confirmed was a possibility. If approved, the project could begin as soon as the money has been allocated and will take approximately two months to complete. The goal is to have it completed by the fall.

Councilor Cekala said she appreciated having the warranty information. She wanted to ensure that the Mark Twain courts would not be touched until this new project was completed. She believed this project should have been included in budget discussions. She also wanted to make sure that, regardless of the future of the Annex, the town will maintain control of the grounds and courts. She doesn't want to spend the money to have them installed and then lose control of them.

Councilor Santanella was concerned that the new pickleball courts would be enticing to out-of-town residents looking for a new place to play and wondered if there was a plan to monitor the use of the courts and make Enfield residents a priority. As a pickleball player himself, he would entertain the idea of additional courts if others wanted to have a conversation about that. Mayor Nelson said that players should be booking a time slot with Parks and Recreation to reserve a court. Mr. Coppler said that there are three groups that would try to get court time: leagues, individual players not looking to be in the league, and drop-in players. Councilor Cressotti said the Leisure Committee met and discussed court usage, safety, court maintenance, and scheduling. Presently, the courts on South Road are open play and do not consist of leagues. Open play is from 8am to 12pm Monday through Friday and open to anyone looking to play on a rotating basis. There are plenty of opportunities to play without reserving courts. There are posted signs with hours and levels of play which are open to everyone.

Mr. Nunes confirmed that the warranty covers crack sealing, which is the most common repair, and the equipment used would be new and provided during installation. The company is the same company that installed the tennis courts at Enfield High School.

Councilor Rousseau was glad to see that lighting would be included because younger high school players have been playing on the tennis courts at Enfield High because they have adequate lighting.

A copy of the presentation is appended to these minutes.

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

FROM: **GENERAL FUND - REVENUES**

Appropriated Fund Balance	10040000 - 499000	$586,250

TO: **GENERAL FUND - NON-DEPARTMENTAL CHARGES - TRANSFERS OUT AND CONTINGENCIES**

Transfers to Capital	10800092 - 593010	$586,250

FROM: **CAPITAL AND NON-RECURRING FUND - REVENUES FY25-26**

General Fund Transfers In	31042026 - 480001	$586,250

TO: **CAPITAL AND NON-RECURRING FUND - ANNEX PICKLEBALL COURTS**

Construction Services	31008174 - 545000	$586,250

I hereby certify that the above-stated funds are available as of July 16, 2025, by John A. Wilcox, CPA, Director of Finance.

Upon a **ROLL CALL** vote, the Chair declared **RESOLUTION #7284** adopted. Yes: Gina Cekala, Robert Cressotti, Bob Hendrickson, Michael Ludwick, Cynthia Mangini, Jim Nasuta, Ken Nelson Jr., Marie Pyznar, Jeff Rousseau, John Santanella, Lori Unghire No: None Abstain: None.

D. **Resolution regarding Credit Enhancement Agreement at 147 Elm Street**

RESOLUTION #7285 by: Gina Cekala, seconded: Cynthia Mangini.

BE IT RESOLVED, the Enfield Town Council authorizes Town Manager, Matthew W. Coppler, to enter into a Credit Enhancement Agreement with the Shops at Elm Street Square, LLC starting in 2028 for a period not to exceed 10 years, after final review by the Town Attorney.

AMENDMENT # by: Marie Pyznar, seconded: Lori Unghire to amend the Resolution and add the following:

BE IT FURTHER RESOLVED, that 50% of the Tax Increment Revenues from the Shops at Elm Street Square project shall be deposited into the Shops at Elm Street Square Project Cost Sub-account. But in no event shall the amount deposited into this Sub-account exceed $2,400,000 over the 10 (ten) year period.

Upon a **SHOW OF HANDS** vote, the Chair declared **AMENDMENT #1** adopted. Yes: Gina Cekala, Robert Cressotti, Bob Hendrickson, Michael Ludwick, Cynthia Mangini, Jim Nasuta, Ken Nelson Jr., Marie Pyznar, Jeff Rousseau, John Santanella, Lori Unghire No: None Abstain: None.

Councilor Ludwick asked if the town was being asked to cover the full cost of the road improvements. Mr. Coppler responded that originally, they were asked for a twenty-year agreement which would have covered the road costs. With the reduction to ten years, they would more than likely not get to that amount. Mr. Ludwick did not want to see the town cover a state road project, especially up to 100%, which was confirmed not to be the case. He was unsure how they would be able to widen the road without encroaching on people's property or going the way of eminent domain. He wanted to make sure before he voted that no one's home would be taken. His concern was that it was a state road and, ultimately, CT DOT would control the specs. If that was the case, would they try to take a property to make the project work? Mr. Coppler said that the Council was provided a proposal by the state regarding the scope of the project. It was explained that the state would be working only within the areas controlled by the property owner to make the project work and not surrounding homeowners. That would change it to a state project, and as proposed, the property owner would be hiring an outside company to perform the work. The purpose of the project is to help alleviate traffic within that area but not solve the issues in that area. Mr. Ludwick was upset that Enfield had to keep coming up with money for state projects, and he would like to keep the TIF agreement the same as it would be for anyone else.

Upon a **ROLL CALL** vote, the Chair declared **RESOLUTION #7285** adopted as amended. Yes: Gina Cekala, Robert Cressotti, Bob Hendrickson, Michael Ludwick, Cynthia Mangini, Jim Nasuta, Ken Nelson Jr., Marie Pyznar, Jeff Rousseau, John Santanella, Lori Unghire No: None Abstain: None.

E. **Resolution to Submit to the Electors the Proposed Revisions to the Enfield Town Charter for Approval at a Referendum**

RESOLUTION #7286 by: Marie Pyznar, seconded: Robert Cressotti.

BE IT RESOLVED, in accordance with Connecticut General Statute §7-191 that revisions to the Enfield Town Charter (Charter), as proposed by the Charter Revision Commission and approved by the Enfield Town Council at the regular meeting of June 16, 2025, be submitted to the electors for approval at a referendum in conjunction with the regular Municipal Election on Tuesday, November 4, 2025, and

BE IT FURTHER RESOLVED, that if the proposed revisions to the Charter are approved by referendum vote at said election, the effective date of the revised Charter will be December 4, 2025, and

BE IT FURTHER RESOLVED, in accordance with Connecticut General Statute §7-191(f), that the Council hereby submits the following wording for the ballot in the form of one question:

"Shall the Enfield Town Charter be revised as proposed by the Charter Revision Commission and as approved by the Enfield Town Council by Resolution #7276 at its regular meeting of June 16, 2025?"

Mayor Nelson asked if it was possible to post all the proposed changes on all platforms utilized by the town, such as the website and social media accounts. Town Clerk Bailey said that the red-lined copy is available on the Town Clerks website under the 2024 Charter Revision. The explanatory text addressed in the next resolution will also be available online and given to all residents. The explanatory text will include a one-page synopsis of the proposed changes. Mr. Nelson requested that it also be linked to the Town Manager's website.

Upon a **ROLL CALL** vote, the Chair declared **RESOLUTION #7286** adopted. Yes: Gina Cekala, Robert Cressotti, Bob Hendrickson, Michael Ludwick, Cynthia Mangini, Jim Nasuta, Ken Nelson Jr., Marie Pyznar, Jeff Rousseau, John Santanella, Lori Unghire No: None Abstain: None.

F. **Resolution Authorizing the Preparation and Printing of Explanatory Text of the Proposed Charter Revision for the Electors**

RESOLUTION #7287 by: Cynthia Mangini, seconded: Gina Cekala.

BE IT RESOLVED, in order to allow the electors of Enfield to be better informed about the proposed revisions of the Enfield Town Charter that will be voted on at the November 4, 2025 Municipal Election, and pursuant to Connecticut General Statute §9-369b(a), the Enfield Town Council does hereby authorize the preparation and printing of concise explanatory text to be prepared by the Town Clerk, subject to the approval of the Town Attorney, for public distribution.

Upon a **ROLL CALL** vote, the Chair declared **RESOLUTION #7287** adopted. Yes: Gina Cekala, Robert Cressotti, Bob Hendrickson, Michael Ludwick, Cynthia Mangini, Jim Nasuta, Ken Nelson Jr., Marie Pyznar, Jeff Rousseau, John Santanella, Lori Unghire No: None Abstain: None.

G. **Resolution to Approve a Four-Year Collective Bargaining Agreement with AFSCME Council #4, Local #1029 (Public Works Union)**

RESOLUTION #7288 by: Cynthia Mangini, seconded: John Santanella.

BE IT RESOLVED, that the Enfield Town Council does hereby approve the four (4) year collective bargaining agreement between the Town of Enfield and the AFSCME Council #4, Local #1029 (Public Works Union) dated July 1, 2024 through June 30, 2028.

Mayor Nelson thanked the union and said they were great to work with. During budget deliberations, they needed to make some tough decisions, and the unions stepped up. They have really helped out with trash pickup and the janitorial shortage.

Upon a **ROLL CALL** vote, the Chair declared **RESOLUTION #7288** adopted. Yes: Gina Cekala, Robert Cressotti, Bob Hendrickson, Michael Ludwick, Cynthia Mangini, Jim Nasuta, Ken Nelson Jr., Marie Pyznar, Jeff Rousseau, John Santanella, Lori Unghire No: None Abstain: None.

H. **Resolution Authorizing the Town Manager to Enter Into Agreements with the State of Connecticut Department of Economic and Community Development and 33 North River Street LLC**

RESOLUTION #7289 by: John Santanella, seconded: Marie Pyznar.

MOTION by: John Santanella, seconded: Marie Pyznar to waive the reading of the full resolution. Upon a **SHOW OF HANDS** vote, the Chair declared the **MOTION** adopted. Yes: Gina Cekala, Robert Cressotti, Bob Hendrickson, Michael Ludwick, Cynthia Mangini, Jim Nasuta, Ken Nelson Jr., Marie Pyznar, Jeff Rousseau, John Santanella, Lori Unghire No: None Abstain: None.

WHEREAS, Federal monies are available under the Connecticut Regional Brownfield Development Grant Program, administered by the State of Connecticut, Department of Economic and Community Development pursuant to CGS 32-763, as amended; and

WHEREAS, pursuant to Section 32-763 of the Connecticut General Statutes, the Commissioner of Economic and Community Development is authorized to disburse such Federal monies to local municipalities; and

WHEREAS, the Town of Enfield has been approved to receive State grant funds in the amount of $4,000,000 in order to undertake a Brownfield Redevelopment Project at the property known as 33 North River Street (the "Property"); and

WHEREAS, the Town will distribute the grant fund to the 33 North River Street LLC ("LLC") for the LLC's purchase and remediation of the Property.

NOW, THEREFORE, BE IT RESOLVED, by the Enfield Town Council:

1. That it is cognizant of the conditions and prerequisites for State Assistance imposed by Section 32-763 of the Connecticut General Statutes; and,

2.That the Town Manager, Matthew W. Coppler, is hereby authorized and directed to enter into the Assistance Agreement with the Commissioner of the Department of Economic and Community Development, the Pass Through Agreement with 33 North River Street LLC, and any other such documents as may be required by the Commissioner, and any amendments, rescissions, and revisions thereto, subject to review by the Town Attorney, and to act as the authorized representative of the Town of Enfield.

Upon a **ROLL CALL** vote, the Chair declared **RESOLUTION #7289** adopted. Yes: Gina Cekala, Robert Cressotti, Bob Hendrickson, Michael Ludwick, Cynthia Mangini, Jim Nasuta, Ken Nelson Jr., Marie Pyznar, Jeff Rousseau, John Santanella, Lori Unghire No: None Abstain: None.

I. **Resolution to Transfer Funds for CCM Membership - $32,132**

RESOLUTION #7290 by: Cynthia Mangini, seconded: Marie Pyznar.

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

FROM: GENERAL FUND - TRANSFERS OUT AND CONTINGENCIES

Contingency	10800092	584000	$32,132

TO: **NON-TOWN AGENCIES**

CT Conference of Municipalities - Miscellaneous Expenditures	10700720	589000	$32,132

I hereby certify that the above-stated funds are available as of July 16, 2025, by John A. Wilcox,CPA, Director of Finance

Councilor Hendrickson said that this was removed from the budget last year, and was being presented this year because the town does see an advantage to having membership. Mr. Coppler said these memberships are what you make of them. The town would need to take advantage of what was being offered by CCM. In the past, he found them to be a valuable tool to have as the town saved money on a number of different projects.

Upon a **ROLL CALL** vote, the Chair declared **RESOLUTION #7290** adopted. Yes: Gina Cekala, Robert Cressotti, Bob Hendrickson, Cynthia Mangini, Jim Nasuta, Ken Nelson Jr., Marie Pyznar, Jeff Rousseau, John Santanella, Lori Unghire No: Michael Ludwick Abstain: None.

J. **Resolution to Appropriate Funds for Social Services Grants to Outside Agencies Supporting Enfield Residents - $98,500**

RESOLUTION #7291 by: Cynthia Mangini, seconded: Marie Pyznar.

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

FROM: **GENERAL FUND - REVENUES**

Appropriated Fund Balance	10040000	499000	$98,500

TO: **GENERAL FUND - NON-DEPARTMENTAL CHARGES - TRANSFERS OUT AND CONTINGENCIES**

Transfers to Social Services	10800092	593020	*$98,500*

FROM: **SOCIAL SERVICES - COMMUNITY INITIATIVES**

General Fund Transfers In	22046164	480001	$98,500

TO: **SOCIAL SERVICES - COMMUNITY INITIATIVES**

Network Against Domestic Abuse	22046164	589200	$17,000

Amplify Inc	22046164	589201	$ 3,000
Educ Resources for Children	22046164	589202	$13,000
Enfield Food Shelf	22046164	589203	$17,000
KITE	22046164	589204	$12,000
Enfield People for People	22046164	589207	$13,000
Enfield Homefront Team	22046164	589209	$ 8,500
Loaves and Fishes	22046164	589210	$15,000

I hereby certify that the above-stated funds are available as of July 17, 2025, by John A. Wilcox, CPA, Director of Finance.

Mayor Nelson explained that Enfield People for People own the warming center at the church. He said they were able to view their taxes and believed that the town was a pass-through to the organization through the church. Recently, the town was sued for paying churches by means of the Board of Education and lost. He was concerned that this would be a similar situation. Assistant Town Attorney Widem explained that this type of donation was not going to support the religious activities of a church, but to pass money through to support the efforts of the warming center, which is a public function.

Councilor Santanella stated that the town rented and paid to use a church and its hall for graduation ceremonies, where the money went directly to the church. In the case of this donation, the money would come from the town and go through the church to the warming center. The funds are being used for the enhancement of secular activities and would not co-mingle with the church's finances. Councilor Mangini was in support of the donation to Enfield People for People and the warming center, stating she understood the Mayor's concern, but there was a clear-cut difference in how the funds would be used.

Councilor Hendrickson also agreed with Ms. Mangini. He reminded residents that he wanted each organization to explain their reasoning for receiving the funds, but that it never happened. He believed there should be explanations for fund usage and full disclosure in order to make a decision. Mayor Nelson said that the groups are still coming as special guests, but not for a special meeting. Councilor Ludwick said that even though the funds would be used as a pass-through, there is still the opportunity for them to be co-mingled. While he wanted people to have a safe place to eat and sleep, he believed they needed more time to make a decision before giving them the $13,000. Attorney Widem said that the town can put restrictions on their resolutions regarding how the money is used and accounted for. The Council has a duty to the residents to make sure that they look into issues of concern, not vote on them until they have all the information to make a decision and then make the public policy determination.

AMENDMENT #1 by: Michael Ludwick, seconded: Marie Pyznar to amend the Resolution to remove the transfer of $13,000 to Enfield People for People until the Town Council can obtain a legal opinion regarding the potential exposure to litigation involving donations to organizations run by churches.

Upon a **SHOW OF HANDS** vote, the Chair declared **AMENDMENT #1** adopted. Yes: Bob Hendrickson, Michael Ludwick, Jim Nasuta, Ken Nelson Jr., Marie Pyznar, Jeff Rousseau, Lori Unghire No: Gina Cekala, Robert Cressotti, Cynthia Mangini, John Santanella Abstain: None.

Councilor Santanella said that in prior years they had made donations to the same organizations. He then asked if the town could be sued for having donated in the past. It was explained by Attorney Widem that they would be subject to the statute of limitations, which is around six years. Councilor Ludwick said that the purpose going forward is to make sure that they don't have to worry about litigation.

Upon a **ROLL CALL** vote, the Chair declared **RESOLUTION #7291** adopted as amended. Yes: Michael Ludwick, Cynthia Mangini, Jim Nasuta, Ken Nelson Jr., Marie Pyznar, Jeff Rousseau, John Santanella, Lori Unghire No: Gina Cekala, Robert Cressotti Abstain: Bob Hendrickson.

K. **Authorization to Submit a Grant to the AARP Liveable Community Program**

RESOLUTION #7292 by: Michael Ludwick, seconded: Marie Pyznar.

BE IT RESOLVED, That the Enfield Town Council authorize the Town Manager or their designee to submit a grant request to the AARP Livable Communities program for the purchase and installation of a new three-sided kiosk at the Barnes boat launch.

Upon a **ROLL CALL** vote, the Chair declared **RESOLUTION #7292** adopted. Yes: Gina Cekala, Robert Cressotti, Bob Hendrickson, Michael Ludwick, Cynthia Mangini, Jim Nasuta, Ken Nelson Jr., Marie Pyznar, Jeff Rousseau, John Santanella, Lori Unghire 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.

George Young, 8 Holly Lane

Mr. Young said that last year and the year before, fewer than two hundred people applied for the Senior Volunteer Tax credit and $80,000 had been used for that purpose. The following year, the Council decided to put $100,000 into the budget for that purpose. Mr. Young believed it should have stayed at $80,000 and doubted that they even allotted $60,000 towards the credit this year. He asked what they planned to do with the $40,000 that was left over from FY25. For FY27, it was decided that they would not offer the program, and he didn't believe it was a wise decision.

Mr. Young was unsure why the Council didn't approve ten pickleball courts since the cost to do so was not much more than the eight that they approved that evening. He believed the idea of not being able to accommodate all the pickleball players would easily be alleviated if they had chosen to add the two additional courts. He said they should revisit the idea and consider the ten courts.

He believed that in the Charter it states that an organization receiving more than $5,000 must have a representative of the Council on their board and he wondered if that was the case.

17. COUNCILOR COMMUNICATIONS

Councilor Mangini thanked the 4th of July Committee for the work they put into the celebration and stated that every year they exceeded their efforts. She said that the committee starts their efforts in February and then in August they host their raffle. She also thanked Councilor Unghire for joining her for all three days and nights of activities.

18. ADJOURNMENT

MOTION by: Michael Ludwick, seconded: Lori Unghire to adjourn.

Upon a **SHOW OF HANDS** vote being taken, the Chair declared the **MOTION** adopted unanimously, and the meeting stood adjourned at 9:26 pm.

Respectfully submitted,

Sheila M. Bailey, Town Clerk	Lindsay Petrucci, Assistant Town Clerk
Clerk of the Council	Secretary of the Council

TOWN of ENFIELD
JOB DESCRIPTION

DEPARTMENT OF SOCIAL SERVICES
~~Lead Teacher~~ Program Support Specialist– Enfield Child Development Center

GENERAL STATEMENT OF DUTIES: Responsible position involving the development and implementation of daily programs and safety standards based on the readiness of children ranging in age from eight (8) weeks to twelve (12) years of age.

SUPERVISION RECEIVED: Works independently under the general direction of the Child, Youth & Family Division/Enfield Child Development Center Senior Site ~~Coordinator~~ Manager/Site ~~Coordinator~~ Manager.

SUPERVISION EXERCISED: Guides the instruction of the Teachers, Teachers' Aides, and Teacher Assistant.

ESSENTIAL JOB FUNCTIONS: Leads the academic and socio-emotional learning in the classroom; Teaches, models and trains special skills to ~~a specific group of children~~ staff in the Child Development Center; assures for the ~~provides~~ care and protection of ~~to assigned~~ classroom children; maintains records of children's progress; assists children to learn to cope with real life situations; directs activities of teachers, teacher assistant, and teacher's aides; assures that staff plans and arranges all necessary teaching materials; maintains classroom order; holds parent conferences; reports to Senior ~~Program~~ Site Manager and ~~Program~~ Site Manager any concerns relevant to staff/clients/parents; regular & punctual attendance. Working knowledge of the State childcare licensing guidelines, mandatory reporting requirements and applicable national standards. Follows and implements established Center and Town policies and procedures, Reviews ~~all~~ learning experience plans to confirm that they meet CT Early Start ~~all School Readiness~~ standards for compliance monitoring. Mentors other ~~preschool~~ teachers in the implementation of the Enfield Child Development Center's curriculum, behavior management system and assessment across the different age cohorts.

OTHER JOB FUNCTIONS: Maintains classroom equipment in working condition; performs related work as assigned by Supervisor.

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.

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

The employee must occasionally lift and/or move up to 40 pounds. Specific vision abilities required by this job include close vision, distance vision, 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

Adopted by Town Council
January 3, 2022

accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee occasionally works in outside weather conditions. The employee is occasionally exposed to wet and/or humid conditions or airborne particles.
The employee must be able to perform tasks requiring independent knowledge in addition to procedures or instructions provided.

The noise level in the work environment is usually moderate to loud.

MINIMUM QUALIFICATIONS:

KNOWLEDGE, SKILL AND ABILITY: Ability to work collaboratively in a team setting; Considerable knowledge in teaching and training of children ages eight (8) weeks through twelve (12) years; ability to maintain simple records; ability to write explanatory reports; ability to communicate with children and their parents; ability to supervise subordinates; ability to prepare lesson plans that meet learning objectives, national standards and the needs of the children. Required to take 18 hours of professional development courses annually to meet state guidelines.

EXPERIENCE AND TRAINING: Bachelor's Degree in early childhood development or closely related field preferred, Master's preferred, with ~~one (1)~~ three (3) years experience in the teaching and training of young children, preferably in a nationally accredited early care and education program environment, experience supervising classroom staff, or any equivalent combination of education and experience including 12 credits in Early Childhood Education (ECE). Must have Head Teacher Certification and ~~must~~ meet all standards for National Association for the Education of Young Children (NAEYC) accreditation.

This job description is not, nor is it intended to be, a complete statement of all duties, functions and responsibilities that comprise this position.

TOWN OF ENFIELD

JOB DESCRIPTION

SOCIAL SERVICES DEPARTMENT

~~ENFIELD DAY CARE~~ ENFIELD CHILD DEVELOPMENT CENTER

LEAD-HEAD TEACHER

GENERAL STATEMENT OF DUTIES: Highly responsible position involving the development, management and implementation of daily programs based on the readiness of the children. Responsible for management and education of staff and maintaining relationships with families.

SUPERVISION RECEIVED: ~~Works under the general direction of the Executive Director and Deputy Director of the Day Care Program.~~ Works independently under the general direction of the Child, Youth & Family Division/Enfield Child Development Center Senior Site-Manager/Site Manager.

SUPERVISION EXERCISED: Directly supervises teachers, teacher assistants and teacher aides.

ESSENTIAL JOB FUNCTIONS: ~~Assists the Executive Director in administering~~ the ~~Day Care Center in addition to carrying out the duties as outlined for the teacher; develops and implements the daily program designed to meet the social, emotional, cognitive and physical needs of each child; provides care and protection of children;~~ Leads the academic and socio-emotional learning in the classroom; teaches, models and trains special skills to staff in the Child Development Center; assures for the protection of classroom children maintains records including staff scheduling, weekly lesson plans, action plans, accident reports, inventory control and attendance/annual appraisals; lead large groups in training/staff meetings; communicate with outside agencies; regular and punctual attendance. Reports to Senior Site Manager and Site Manager any concerns relevant to staff/clients/parents; Working knowledge of the State childcare licensing guidelines, mandatory reporting requirements and applicable national standards. Follows and implements established Center and Town policies and procedures, Mentors other teachers in the implementation of the Enfield Child Development Center's curriculum, behavior management system and assessment across the different age cohorts.

OTHER JOB FUNCTIONS: Performs related work as required.

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.

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

The employee must occasionally lift and/or move up to 40 pounds. Specific vision abilities required by this job include close vision, distance vision, 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 individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee occasionally works in outside weather conditions. The employee is occasionally exposed to wet and/or humid conditions or airborne particles.

Must be able to perform tasks requiring independent knowledge in addition to procedures or instructions provided.

Noise level in the work environment is usually moderate to loud.

MINIMUM QUALIFICATIONS:

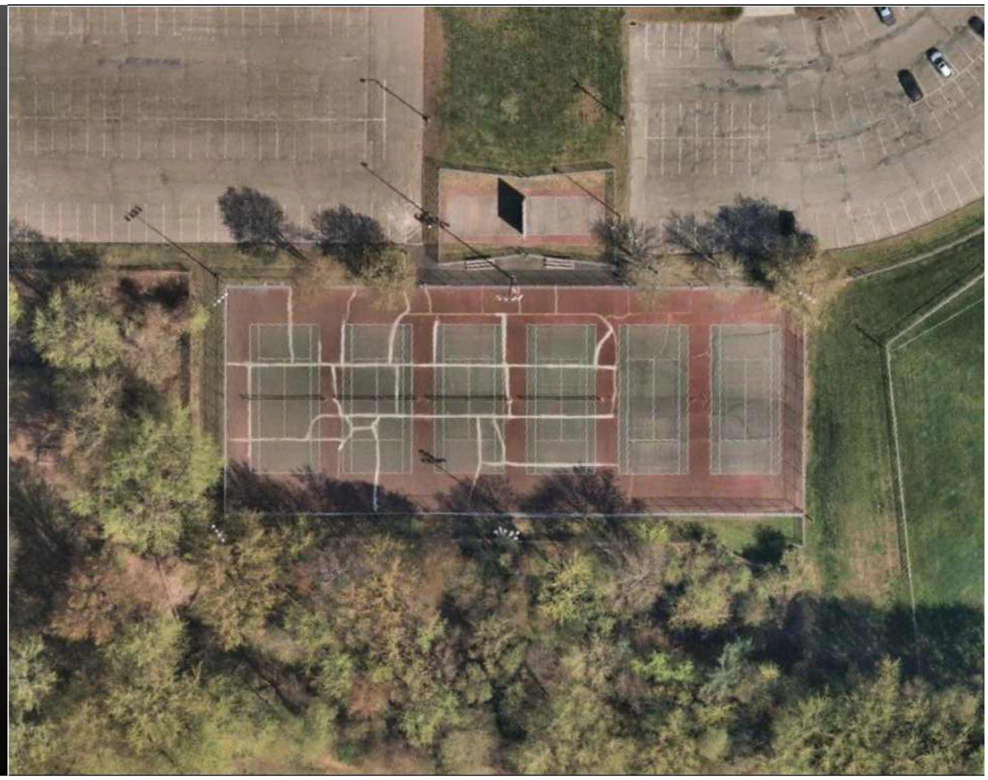
KNOWLEDGE, SKILL AND ABILITY: Extensive knowledge in the teaching and training of children; knowledge of the administration of a day care facility; ability to maintain records; ability to write reports; ability to communicate professionally with children, staff, parents, outside agencies; ability to supervise. Required to take 18 hours of professional development courses to meet state guidelines.

EXPERIENCE AND TRAINING: Bachelor's Degree in Early Childhood ~~with student teaching~~ ~~and must have~~ with two (2) years of ~~working~~ experience with young children or ~~hold~~ a Bachelor's degree in a closely related field and ~~have~~ three (3) years of working experience with young children, preferably in a nationally accredited early care and education program environment, or any equivalent combination of experience and education. Must have Head Teacher Certification and meet all standards for NAEYC accreditation, with experience supervising classroom staff.

This job description is not, nor is it intended to be a complete statement of all duties, functions and responsibilities that comprise this position. ~~Adopted May 1, 2006~~

EXISTING ANNEX COURTS

- SIX (6) TENNIS COURTS
- FIVE (5) LIGHT POLES
- SOUTHEAST LIGHT POLE WAS REMOVED
- IN-HOUSE CRACK REPAIRS ARE COMPLETED AS NECESSARY ON FOUR COURTS, THE OTHER TWO (2) ARE NOT REPAIRABLE



PROPOSED PICKLEBALL COURTS

- EIGHT (8) PICKLEBALL COURTS
- 25-YEAR WARRANTY POST TENSIONED CONCRETE
- 10-YEAR WARRANTY ON THE SURFACE
- ADA WALKWAY
- REMOVAL OF ALL OTHER BLACKTOP

$586,250

PROPOSED PICKLEBALL COURTS

- TEN (10) PICKLEBALL COURTS
- 25-YEAR WARRANTY POST TENSIONED CONCRETE
- 10-YEAR WARRANTY ON THE SURFACE
- ADA WALKWAY
- REMOVAL OF ALL OTHER BLACKTOP

$619,590

PROPOSED PICKLEBALL COURTS

- TWELVE (12) PICKLEBALL COURTS AND TWO (2) TENNIS COURTS
- 25-YEAR WARRANTY POST TENSIONED CONCRETE
- 10-YEAR WARRANTY ON THE SURFACE
- ADA WALKWAY
- REMOVAL OF ALL OTHER BLACKTOP

$919,250

Enfield Annex Tennis Court Renovations

February 10, 2025

FieldTurf USA, Inc. is pleased to present the following proposal. FieldTurf pricing is based on the Capital Region Education Council (CREC) program. CREC is a member of The Association of Educational Purchasing Agencies (AEPA) program. The AEPA is a purchasing co-op that provides member schools with pre-determined preferential pricing by approved vendors. Since the product has already been bid at the national level, individual schools do not have to duplicate the formal bid process. AEPA IFB #024.

Click on the following AEPA hyperlink for more information: AEPA IFB #24

FieldTurf is pleased to offer to supply and install the following high performance court system:

PROJECT SCOPE:

The base bid project scope includes a design build, turnkey approach with FieldTurf. The work will include associated design and implementation of various improvements for the existing tennis courts. These includes removal and replacement of the existing netting and adjustments to the existing fencing. Furnishing and installation of new post tension concrete pickleball courts and nets. Upon review of the site there is no ADA accessible route to the courts, this proposal would develop necessary access as required to service the courts. Several conceptual layout plans with associated pricing have been included below. Each option would anticipate the existing lighting and majority of fencing to remain. With Options 1A and B a new row of fencing would be installed at appropriate location for the end of the courts. Pavement would be removed, base scarified and areas topsoiled and seeded to lawn for the areas outside of the courts. With Concept 2 the full extent of the existing courts would be developed and all existing fencing would remain.

It is assumed that the existing adjacent parking lot will be utilized for staging and access. Dependent on final scope, the project is anticipated to be completed in +/- 2-3 month time frame. All pricing includes prevailing wage rates. A more detailed breakdown of the work is listed below.

BASE BID OPTION 1A – 8 Pickleball Courts

FIELD NAME	Enfield Annex Tennis Courts – Pickleball Courts
SQUARE FOOTAGE	+/-13,680 SF
FIELD MARKINGS	Pickleball (8) with up to 2 Colors for Courts
TOTAL PRICE	**$586,250.00**

OR

BASE BID OPTION 1B - 10 Pickleball Courts

FIELD NAME	Enfield Annex Tennis Courts – Pickleball Courts
SQUARE FOOTAGE	+/-17,040 SF
FIELD MARKINGS	Pickleball (10) with up to 2 Colors for Courts
TOTAL PRICE	**$619,590.00**

OR

BASE BID OPTION 2 – 12 Pickleball Courts and 2 Tennis Courts

FIELD NAME	Enfield Annex Tennis Courts – Pickleball Courts
SQUARE FOOTAGE	+/-34,800 SF
FIELD MARKINGS	Pickleball (12) and (2) Tennis Courts with up to 2 Colors for Courts
TOTAL PRICE	**$919,250.00**

ALTERNATES

ADD Alternate No. 1: Fencing	LUMP SUM
1) Remove and Replace All Fencing with 6’ Ht. Black Vinyl Chain Link	$73,400

PRICE INCLUDES:

a) Professionally engineered design plans in support of the project improvements
b) Prevailing wages
c) Performance and payment bonds
d) Site development plans including final layout, drainage and grading for new driveway
e) Furnish and install ADA pathway to courts.
f) Removal of existing pavement and fencing outside of final court layout, topsoil and seed disturbed areas to lawn.
g) **Courts**

Site Preparation & Restoration:

1) Supply and install sediment & erosion control measures around the work site as needed.
2) Demo the existing accessories and netting.
3) Maintain existing netting and adjust for new court elevations

Post-Tension Concrete Slabs:

1) Form work will be installed around the entire perimeter of the prepared base.
2) Two layers of 6 mil poly will be installed over the prepared base. The first layer will run in the north south direction and the second layer will run in east west direction. All joints will be taped.
3) Post-tensioning cables will be installed according to the engineered design. Cables to be 7 strand, ½" sheathed and greased cables, commercial grade with 50 mil plastic sheathing.
4) Double-fiberglass rebar will be installed on both sides of the anchors as shown on drawings to act as back up bars.
5) A concrete slab will be placed inside the formwork. Concrete mix will be a specially designed mix used for post tension slabs.
6) Forms will be stripped, and the post-tensioning cables will be stressed according to their specifications. First stress, 24 hours after completion of concrete pour. Second stress will be done after concrete reaches +/- 2300 psi (which will take +/- 7 days after the pour). The total stress will be 33,000 lbs per linear inch in both directions. The design of this slab is based on a residual prestress force (psi) of 130 which is above PTI recommendations for sport courts on grade.
7) After final stress, Post-tension cable ends will be cut off inside the cone holes, exposed anchors and cables inside the cone holes will be first sprayed with a rubberized waterproof spray and then the cone holes will be filled with no-shrink grout (so edge of slab is flush and smooth).
8) The new concrete slab will be checked for flatness. Any low spots exceeding 1/8" in ten feet in any direction will be filled with 5000 psi epoxy concrete and brought to the proper elevation.

Sports Surface - Prime Coating System:

1) The entire concrete slab will be sealed and primed with a breathable waterproof sealer (Classic Turf Adhesive) and grip layer will be installed.
2) One (1) coat of Novasurface acrylic resurfacer will be applied to the grip layer according to its specifications.
3) Two (2) coats of Novacrylic color coating will be applied to the entire surface according to its specifications. Finished color(s) will be owner's decision.
4) White playing lines will be applied with Novatex line paint according to project documents.

Perimeter Fencing and Curbing:

2) Maintain existing fencing and posts and adjust height as necessary to accommodate new courts

3) Add new side of fencing to end of courts
4) A 12”x12” perimeter concrete curb will be supplied and installed around the post tension concrete slabs. The fence will be centered in the curb (tennis courts only). The curb will protect the edge of the post tension concrete slabs and remain uncoated.

Accessories:
1) Pickle ball net posts, nets and straps to be supplied and installed to match number of courts.

Warranty:
1) FieldTurf will guarantee the post tension concrete slab for a period of 25-years from structural cracking, heaving, and settling.

2) FieldTurf will guarantee the Prime Coating Sports Surface for a period of 10-years from bubbling and/or peeling.

PRICE DOES NOT INCLUDE:

a) FieldTurf is not altering or improving the existing drainage system under the existing artificial turf limits. No removal, milling, ponding, flooding or repairs within the existing base and drainage system are included and shall remain the responsibility of the owner.
b) The supply and import of additional finish aggregate.
c) Any costs associated with necessary charges relating to the delineation of the courts.
d) The supply or installation of special structures such as walls and light poles.
e) The supply of or adjustment to existing manholes, clean-outs or grates and supply of the manhole covers
f) Any alteration or deviation from specifications involving extra costs, which alteration or deviation will be provided only upon executed change orders, and will become an extra charge over and above the offered price.
g) Site security.
h) Repair or resurfacing existing asphalt parking lot if damaged by truck traffic.
i) Site restoration, sodding, landscaping or grow-in.
j) Boring for utilities.
k) Any electrical work.
l) Athletic court lighting installation.
m) Unsuitable soils: once subgrade has been established, a proof roll will be performed to ensure the structural stability of the soils; in the event that unsuitable soils are encountered, a price to remedy these areas can be provided by FieldTurf.
n) Asphalt paving outside of courts.
o) Relocation, removal and repair of existing utilities not limited to electrical conduits, power poles, water, sewer, gas, cable, telephone, owner placed conduits and/or communication feeds within the field of play.
p) Performance and Payment bond fees.
q) Permits, Permit fees, Inspection fees.
r) All applicable taxes, union labor and other labor law levies.
s) Anything not explicitly noted in the inclusions.

The price is valid for a period of 90 days. The price is subject to increase if affected by an increase in raw materials, freight, or other manufacturing costs, a tax increase, new taxes, levies or any new legally binding imposition affecting the transaction. The parties recognize that the effects of global economic instability are currently unpredictable and could lead to limitations in labor availability and delays in the supply and delivery of materials, equipment or products. In addition, as these contingencies have not been factored into this proposal; materials, equipment and/or products to be used in performing the work may become subject to a price increase. Accordingly, it is acknowledged that the seller/FieldTurf shall (a) not be subject to any damages for any delay due to events beyond its control and, (b) be allowed an equitable adjustment of the time and/or of the price of this proposal or any contractual document resulting therefrom. FieldTurf shall endeavor to notify you as soon as possible of any such events and/or contingencies. Please note that the seller/FieldTurf shall use its best efforts to ensure that it fulfills its commitments and will strive to minimize any negative impacts as they may arise. Thank you for your kind understanding.

Please feel free to reach out to any member of our project team with questions about our offer:

Christopher Hulk
Director of Design and Construction
203-676-4445
christopher.hulk@fieldturf.com

Andrew Dyjak
Regional Vice President - New England
860-333-7839
Andrew.Dyjak@FieldTurf.com

Thank you again for your interest in FieldTurf, we look forward to working with you.

The present proposal serves to provide an overview of the terms and conditions governing the business relationship between the parties for the completion of the above-referenced transaction. The parties hereby undertake to subsequently formalize their agreement by signing a more detailed agreement and/or purchase order (“Contract”) and as such the amount listed herein shall be an estimate which will be formalized in said Contract.

By its signature(s) below, the customer acknowledges having read and accepted this proposal and undertakes to be bound by it.

Per: ______________________________
Marie-Christine Raymond, Director of Operations
FieldTurf USA, Inc. / Tarkett Sports Canada, Inc.

____
Owner (Signature)

____
Printed Name and Title

FieldTurf USA, Inc. holds the Cooperative Purchase contract, any PO for Contract must be made out to FieldTurf USA, Inc. 175 N Industrial Blvd NE. Calhoun, GA 30701

If you have questions regarding the FieldTurf and Beynon SmartBuy Cooperative Purchasing Program, please contact Eric Fisher at: Eric.Fisher@smartbuycooperative.com.

Smart Buy PURCHASING PROGRAM FIELDTURF • BEYNON