



**MINUTES
TOWN COUNCIL
SPECIAL MEETING
September 15, 2025
6:15 PM - Town Hall - Council Chambers
<https://youtube.com/live/gybMpdCWM54>**

1. ROLL CALL

Present: Robert Cressotti, Bob Hendrickson, Michael Ludwick, Cynthia Mangini, Jim Nasuta, Ken Nelson Jr., Marie Pyznar, Jeff Rousseau, John Santanella, Lori Unghire (arrived at 6:20PM)

Absent: Gina Cekala

Also present were Town Manager, Matthew Coppler and Town Clerk, Sheila Bailey.

2. NEW BUSINESS

A. RFP for Enfield Annex

Mr. Coppler stated that the town is looking to solicit proposals for the adaptive reuse of the Town Annex to possibly include 55 and over housing. The town would maintain control of and access to the existing pool, gymnasium, auditorium, pickleball courts, and athletic fields, as they are currently utilized and remain great assets to residents. Mr. Coppler said he would also be open to other ideas for the space. He explained that the town would need to identify a qualified developer or team, either for-profit or non-profit, who would be able to transform the former school into a productive facility by either a full or partial reuse, selective demolition, or compatible new construction. The town would be open to multiple forms of site control which would encourage respondents to propose a plan that aligns with Enfield's financial model, mission, and long-term vision. The two primary options would be a long-term ground lease or a direct purchase contingent upon redevelopment conditions. Currently, the town has not established a minimum bid or sale price.

Mr. Coppler reviewed the proposed RFP language for the re-development of the Enfield Annex and solicited input from the Council about which direction they would like to go in. He provided a brief history of the Annex, stating that it was the former Fermi High School location which was re-purposed after the decision to consolidate students into the Enfield High School. Original discussions for the future of the Annex included a library expansion or an EMS relocation, neither of which gained traction. The 220,000 sq ft building has not been used to its full potential and has sat underutilized, costing the town for heating, cooling, and maintenance. There are also deferred capital needs which will continue to cost the town money in the long run. His goal is to conduct a cost analysis for the Council's review. He felt it was important to keep the language of the RFP as open as possible so as not to limit

the type of developers or investors who may be interested. He requested input on whether the Council thought it was necessary to include language regarding potential tax abatement or property tax incentives. He explained that the hardest part would be gaining interest in the project from developers, and that if the RFP went out in October it would take around two weeks to gain traction. He believed it was appropriate to allow bidders to walk through the facility. He said it was important to also consider what direction they would like to pursue if there are no bidders, developing a creative solution that is cost-effective and won't impact taxpayers. They also must identify where the RFP would be advertised, because he didn't believe the town's website would be enough. If the RFP were to be approved, then it would be disseminated in October with submissions due in December, and Council discussions would follow. It's important to remember that this is the first step in deciding the future of the Annex, and the staff would need to consider alternatives for the space. If nothing was to come out of the RFP, the Council would need to develop an alternative plan for the Annex.

Councilor Ludwick agreed that he would like to see the project not limited just to over 55 housing. Mr. Ludwick said that remote physical therapy offices and other healthcare offices are becoming more popular and could possibly house multiple health care providers. Across the country, these types of buildings are being used as restaurants or retail centers. He believed that the Annex could be a multi-use facility, where the occupants also have access to the grounds and facilities when not in use by the town. He would like to see the project funded by outside businesses, so that taxpayers are not impacted. He agreed that eight weeks was plenty of time to present conceptual ideas before they began discussions. He recommended they avoid a January 1st deadline and instead move it to before the holiday season or after January 1st.

Mayor Nelson agreed with Councilor Ludwick about getting other opinions about the use of the space. Mr. Nelson believed that most of the Council would agree that the town needed to maintain ownership of the pool, gymnasium, and at least one wing of the building for recreation, as well as the parking lot on the right-hand side of the building closer to the new pickleball courts and athletic fields. He believed that costs to maintain could be offset by residents of the over 55 community, who would be using the amenities. He was open to hearing from residents. He explained that a developer would be unable to get a mortgage for a long-term ground lease, and he did not want to include language that would scare off potentially interested parties. He did not believe they should require a minimum bid for the project. He did not think it would be necessary to disclose potential tax abatement or property tax incentives. He did not believe that the interested parties would be presenting ideas in a lot of detail, felt that eight weeks was enough time to submit a proposal. The Town Council could review the proposals at the end of January or beginning of February.

Deputy Mayor Pyznar said that an old mill in Manchester called Vale had been converted into a multi-use space including indoor soccer, a brewery, and a physical therapy office. A large space like the Annex opens up the possibility for numerous uses. She agreed the town needed to maintain ownership of the pool and athletic facilities but is open to hearing from residents and the public.

Councilor Cressotti liked the concepts of possible housing and medical offices. Mr. Cressotti would like to see the space used for public safety, including EMS and police. Currently, the building is also used by the Health Department and DPW. Many other departments, including recreation and adult education, use the building on a regular basis and need to be considered. They may be displaced in the future, and new locations will need to be found for them. While the building is not utilized at 100%, it is still used regularly. He looks forward to hearing from creative developers. He said they need to make sure the soil is compatible for athletic fields, if the building needed to be leveled. He was in support of keeping the front of the building for town use. Mr. Nelson responded that the town could consider re-configuring the recreation department into a two-story wing space, instead of their current one-story wing space.

Councilor Mangini appreciated all the creative suggestions and said they needed to remember that the Kid's Camp is housed in the Annex as well. She asked if "long-term lease or direct sale" language would be included in the RFP, and Mr. Coppler explained that further discussion needed to occur to determine in which direction they would go.

Councilor Santanella said that they would like to see the largest number of possibilities and options available. Mr. Santanella believed that the more they limit the language, the more they are unable to find the best use for the building. He would like to see the most inclusive language used when writing the RFP. The Council has been very clear about what they would like to keep from the Annex, and it would be more important to specify what is not included in order to prevent steering the project in one direction or another. He questioned if the proposed timeframe was adequate, since it encroached on the end-of-year. He believed an extra four weeks would allow for more opportunities for proposals.

A copy of the proposed RFP is attached.

3. ADJOURNMENT

MOTION by: Cynthia Mangini, seconded: Marie Pyznar to adjourn.

Upon a **SHOW OF HANDS** vote being taken, the Chair declared the **MOTION** adopted unanimously, and the meeting stood adjourned at 6:56pm.

Respectfully submitted,

Sheila M. Bailey, Town Clerk
Clerk of the Council

Lindsay Petrucci, Assistant Town Clerk
Secretary of the Council



**Adaptive Reuse of
Enfield Town Annex**
124 Maple Street, Enfield, CT 06082

**REQUEST FOR
PROPOSALS (RFP):**

Issued by:
Town of Enfield
820 Enfield Street
Enfield, CT 06082

Page 12 of 22

TOWN OF ENFIELD, CONNECTICUT
REQUEST FOR PROPOSALS
ECONOMIC AND COMMUNITY DEVELOPMENT
ADAPTIVE REUSE OF THE TOWN OF ENFIELD ANNEX

October 1, 2025

Sealed proposals for the services named above will be received at the office of the Director of Finance until 11:00 a.m. EST on Thursday, November 21, 2025. Thereafter, proposals will be opened in public and read aloud or opened and read aloud pursuant to the applicable provisions of the Governor's Executive Orders. Responses received after that date and time will not be accepted.

Beginning Wednesday, October 1, 2025, specifications and proposal documents may be obtained from Aaron Marcavitch, at (860) 253-6391 or the Town's website, <https://www.enfield-ct.gov/bids.aspx>.

There will be a Pre-Submittal site visit at 10:00 a.m. on Monday, October 20, 2025, at the Enfield Annex, 124 Maple Street. All interested respondents are encouraged to attend.

The Town of Enfield reserves the right to accept or reject any, all, or any part of proposals, to waive formalities or informalities, and to make an award that is deemed to be in the best interests of the Town.

The Town is an Affirmative Action/Equal Opportunity Employer. Disadvantaged, minority, small and women-owned business enterprises are encouraged to respond.

John A. Wilcox,
Director of Finance
EOE/AA

1.0 INTRODUCTION AND OBJECTIVE

This Request for Proposal (RFP) is issued by the Town of Enfield ("Town") to solicit Proposals from qualified entities for the **adaptive reuse of the Town Annex (Formerly Enrico Fermi High School)**, located at 124 Maple Street in Enfield, Connecticut. The Town invites respondents with the capacity to successfully preserve and reuse portions of the former school building with concepts of 55 and over housing. The Town intends to maintain control/access to the existing pool, gymnasium, and auditorium as well as the existing pickleball courts and athletic fields.

The Town seeks to identify a qualified developer or development team-whether for-profit or non-profit-with the capacity, creativity, and experience to transform the former school into a dynamic and productive facility. A variety of development approaches are welcome-including full or partial adaptive reuse, selective demolition, and compatible new construction.

Proposals should align with Enfield's zoning regulations and support the Town's comprehensive community development goals.

To support successful redevelopment, the Town is open to multiple forms of site control and encourages respondents to propose a structure that aligns with their financial model, mission, and long-term vision. Two primary options will be considered: long-term ground lease (e.g., 50 years or more), which may be particularly appealing to mission-driven developers, nonprofit institutions, educational partners, or other entities committed to creating lasting community impact. Alternatively, the Town will consider proposals that involve direct purchase and subdivision of the property, contingent upon specific redevelopment conditions.

The Town has not established a minimum bid or sale price. Proposals will be evaluated based on overall project merit, alignment with community goals, development feasibility, public benefits, and the respondent's capacity to execute the project. Financial terms will be one of several factors in the selection process.

A copy of this RFP, with all exhibits, can be download from the Town of Enfield website at: <https://www.enfield-ct.gov/bids.aspx>.

2.0 RFP POINT OF CONTACT

Aaron Marcavitch, Town of Enfield Director of Economic and Community Development, will serve as the primary point of contact throughout the proposal process. All correspondence and questions related to this RFP should be submitted in writing to amarcavitch@enfield.org. Please refer to the "Submission Instructions" section for details on proposal submission.

3.0 TOWN HERITAGE AND IDENTITY

Enfield, Connecticut, is a town rich in history and steeped in New England charm. Enfield was named and incorporated by the Colony of Massachusetts in 1683 and annexed to Connecticut in 1749. Enfield has evolved from its tobacco farming roots into a large and welcoming community. The town boasts

Page 14 of 22

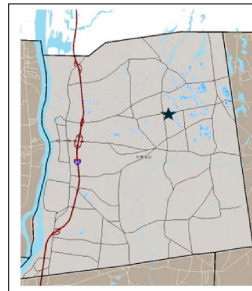
historical landmarks such as the Enfield Street Historic District, location of the historical core and original town green; Enfield Shakers Historic District, a unique set of historic buildings from when the Shaker's had a large presence in town; and the Bigelow Hartford Carpet mill and Thompsonville Historic District. Additional sites include the Old Town Hall Museum, operated by the Enfield Historical Society; the Hazardville Institute, still in restoration; as well as the Scantic River State Park. Enfield's location along the Connecticut River made it a hub for commerce and innovation, particularly in the carpet making industry.

The town is 33.8 square miles with a current population of approximately 45,246. Enfield's demographics reflect a mix of families, young professionals, and retirees, all of whom contribute to a community spirit. The town's great schools, safe neighborhoods, and variety of housing options make it an ideal place for families to settle down. Enfield also embraces cultural diversity, celebrating its residents' unique traditions through various community events.

Enfield offers a strong sense of community, paired with a business-friendly environment that appeals to entrepreneurs and established companies alike. Its strategic location near Hartford, Springfield, and major highways make it a prime spot for commerce and commuting. With its welcoming residents and rich heritage, Enfield is a place where visitors feel at home, new residents thrive, and businesses flourish.

4.0 SITE LOCATION AND SETTING

The Town Annex (the "Site") is located in the northeast quadrant of the Town of Enfield. The existing EFHS site is fully developed, containing multiple parking lots, a network of entrance drives and roads, and a sports complex comparable to other high schools of this size in Connecticut. The EFHS site has multiple access points off of two roads, North Maple Street (Connecticut Route 192) to the west and Moody Road to the north. The main entrance and majority of parking are located off of the North Maple Street entrance, with the Moody Road entrance serving as access to secondary parking lots and the lower-level loading dock. The grading of the site is



moderately sloped, with elevations on the south side of the building roughly one story (11-15 feet) higher than those on the north side.

5.0 SITE OWNERSHIP

The Town of Enfield is the sole owner of the Site. Ownership is in fee simple title. The building was decommissioned by the Board of Education in 2016, and ownership was transferred to the Town of Enfield on March 8, 2016.

6.0 OPERATIONAL HISTORY AND USE

Enrico Fermi High School was constructed in 1971 on a 41-acre parcel acquired by the Town of Enfield in 1968. The facility served as one of the town's two public high schools until its closure in 2016, following a voter-approved consolidation plan that merged Fermi High School with Enfield High School. The consolidation was supported by a \$103 million renovation and expansion of Enfield High School.

Upon closure, the Enfield Board of Education transferred ownership of the Fermi building to the Town of Enfield on March 8, 2016. The facility was subsequently renamed the Enfield Municipal Annex and repurposed for municipal and community use.

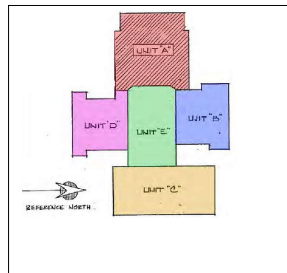
Since 2016, the building has housed various municipal and school functions, including:

- Town Recreation Department (sports and education programming)
- Performing Arts
- Community Use spaces
- Adult education programs
- Flexible storage space
- Police Training facility

There are portions of the building which are currently underutilized, including certain technology spaces, a former planetarium, and some science lab rooms.

The building remains structurally intact and continues to serve as a flexible municipal resource.

7.0 ARCHITECTURAL AND STRUCTURAL FORMER LAYOUT AS A HIGH SCHOOL



The Annex has not been significantly altered since its decommissioning as a high school. At the time of its closure it was divided into building units, referenced by letters A, B, C, D and E.

Unit "A" is a three-story structure that serves as the main academic wing for EFHS. The three floor plates are nearly identical, each containing classrooms around the exterior perimeter with a lecture hall, offices, support space, and media center at the core. The media center is a three-story structure. There is also an existing, non-code conforming elevator located in the core of Unit "A", directly adjacent to the connection with Unit "E".

Page 16 of 22

Unit "B" is a two-story classroom structure located on the north end of the site. The lower level is dedicated to technology education and art with the main level containing all of the science labs and a planetarium.

Unit "C" is a three-story structure dedicated to the physical education department. The main level of this unit houses the gymnasium, swimming pool, locker rooms, and storage/support space. The lower and upper levels of Unit "C" contain additional locker rooms; however, these spaces are not accessible due to the absence of an elevator in this portion of the building.

Unit "D" is a one-story building with perimeter classrooms and an administrative core. The perimeter classrooms are used primarily for business and family and consumer sciences. The administrative space includes the main office, guidance office, and nurse's suite.

Unit "E" is a two-story structure serving as the core of the high school. The lower level is dedicated to the cafeteria, kitchen and support space including the boiler room. The lower level also contains the building's only loading dock, which is located off the north end of the building, between Units "B" and "C." The main level of Unit "E" is comprised of the auditorium and music department, including a band room, choral room, practice rooms, instrument storage, and offices. The stage and auditorium are two story spaces.

8.0 ENVIRONMENTAL CONCERNS

The Annex has site contamination due to its past history as a tobacco field. It can be expected that any excavation would require clean-up measures. It is anticipated that internal environmental issues exist including asbestos and/or lead paint.

9.0 ZONING

The property is currently zoned **Residential 33 (R-33)**, which does not permit multifamily residential development unless operated by a non-profit entity. To enable multifamily residential use by a for-profit developer or other non-exempt entity, a **zoning map amendment and/or text amendment** will likely be required. The Town of Enfield is open to considering such amendments to facilitate redevelopment that aligns with community goals and planning objectives.

10.0 REUSE GOALS & OBJECTIVES

- Develop housing units, which may target residents 55 and older.
- Maintain a relationship with existing community resources – pool, basketball court, auditorium, and outdoor athletic fields.
- Maintain a connection with the history of the community and the school.
- Use best practices to eliminate site contamination, preserve elements of the building, and ensure sustainable methods are utilized.

11.0 TOWN PARTNERSHIP

The Town of Enfield is committed to working collaboratively with qualified developers to ensure the successful transformation of the Enfield Town Annex into a meaningful community asset. The Town recognizes the complexity of adaptive reuse and redevelopment. To that end, the Town will make every effort to support the selected Respondent through the following:

- **Zoning Flexibility:** The Town is open to working with the selected respondents to pursue necessary zoning amendments or overlays as well as exploring density waivers or other regulatory mechanisms that can facilitate development while maintaining alignment with Enfield's long-term planning goals.
- **Public-Private Partnership Approach:** The Town is prepared to explore a range of partnership models, including ground leases, tax abatement incentives, and phased development structures that balance private investment with public benefit.
- **Ongoing Municipal Coordination:** The Town will designate a primary point of contact to streamline communication, support expedited permitting when possible, and facilitate access to municipal data, records, or technical assistance necessary for due diligence, site planning, and execution.
- **Tax Incentives & Abatements:** To encourage private investment and reduce financial barriers, the Town is willing to consider tax abatements and other property tax incentive mechanisms in accordance with local policy. These may include fixed assessment agreements, phased tax relief schedules, or other tools permitted under Connecticut General Statutes, tailored to the scale and public benefit of the proposed development.

The examples illustrate possible support scenarios; the Town stands ready to consider additional measures as needed. Through these efforts, the Town of Enfield seeks to create a collaborative and supportive redevelopment environment that maximizes the potential of this site while promoting long-term economic, cultural, and social vitality.

12.0 BUILDING CODE COMPLIANCE

All proposed redevelopment projects must comply with applicable local and State of Connecticut building codes, including those governing life safety, accessibility, energy efficiency, and environmental standards. Proposals that demonstrate innovative approaches to exceed minimum code requirements-such as advanced energy performance, climate resilience measures, or principles of universal design-will receive favorable consideration. Respondents should anticipate early and ongoing coordination with the Town's Building Official, Fire Marshal, and other relevant departments throughout the permitting and review process.

Page 18 of 22

13.0 PROPOSAL REQUIREMENTS/FORMAT

Please ensure the proposal includes the following elements and attachments, clearly identified, and indexed.

1. Letter of Interest, Respondent Details:
 - a) **Respondent Information** - Provide the name, address, telephone number(s), and email address(es) of the primary contacts and key team members who will work with Town staff throughout the project, along with a description of their roles. If the project team includes any outside firms (e.g., architects, engineers, or consultants), list their names and roles. Describe the proposed operating structure for this specific project.
 - b) **Experience & Specialization** - Describe your organization's areas of specialization, if any. Provide a narrative of completed developments-especially projects similar in scope-highlighting location, size, amenities, and any other relevant features.
 - c) **Vision Statement** - Explain your overall vision for redeveloping the Enrico Fermi High School site, including how the building and its location within Enfield support that vision.
2. Narrative description of Respondent's intended use of the Site, including the following:
 - a) **Description of the proposal development** - including intended use, scope, objectives, design concepts, amenities, and anticipated benefits to the immediate area and the Town.
 - b) **Proposed Site Utilization:**
 - Residential (sq. ft., unit counts, % affordable, AMI levels)
 - Other proposed uses
 - c) **Description of any proposed modifications and/or renovation to the building interior and exterior.**
 - d) **Requested zoning modifications** - if applicable
 - e) **Community Relationships** to ensure Town retained element is accessible and useful.
3. **Financial Plan:** provide an estimate of development costs and identify funding sources. Include detailed financial information such as total project cost, proposed lease, or purchase price, financial arrangements, and commitments (including amounts and sources), and proof of ability to meet financial obligations. Additionally, specify any assistance required from Town, State, Federal, or private sources to support project implementation.
4. **Development Timeline:** indicate timelines for preparing the space, permitting, assembly of financing commitments, and expected occupancy of the property.
5. **Management & Ownership Structure:** describe proposed management and ownership plan, including the structure during pre-development, throughout the development phase, and following project completion.
6. **Schematic site plans** of conceptual floor plans and/or renderings, if available.

7. Evidence of the Respondent's ability to obtain funding.
8. Previous Experience: Please provide a list of relevant redevelopment or similar projects previously completed. For each project, include the location, a brief description of the scope, the total project budget, and website links, if available, to demonstrate relevant experience.
9. References: Submit up to three (3) professional references who can speak to your successful completion of past projects. If you have previously partnered with municipalities on comparable efforts, please include contact information for the municipal staff or officials involved in those projects.
10. Litigation: if applicable, please provide a summary of any litigation involving your entity within the past five (5) years, including outcomes or status of each case.
11. Additional Information: Respondents may include any additional materials they believe are relevant and will assist the Town of Enfield in evaluating their proposal.

14.0 PRE-SUBMITTAL SITE VISIT AND BUILDING WALK THROUGH

Interested parties are invited to attend a **pre-submittal site visit at the Enfield Annex, 124 North Maple Street, at 10:00 a.m. EST on Monday, October 20, 2025**. The site visit will offer potential Respondents an opportunity to tour the building, ask questions, and receive clarifications regarding the submission process. While attendance is encouraged, it is not mandatory. To confirm attendance, please contact Aaron Marcavitch at amarcavitch@enfield.org or (860) [253-6391](tel:253-6391). An additional site visit date may be considered upon request.

15.0 DEADLINE FOR QUESTIONS

Questions regarding this RFP must be submitted in writing via email to Aaron Marcavitch at amarcavitch@enfield.org no later than 4:00 p.m. EST on Monday, November 10, 2025. Written responses- including clarifications, interpretations of RFP provisions, and answers to questions raised during the RFP period will be provided by 4:00 p.m. EST on Thursday, November 14, 2025.

16.0 SUBMISSION INSTRUCTIONS

One (1) hard copy and one (1) digital version of the proposal must be received no later than 11:00 a.m. EST on Thursday, November 21, 2025, at the following address:

Town of Enfield
Director of Finance
820 Enfield Street
Enfield, CT 06082

Please clearly label the package: Proposal: Adaptive Reuse of the Town of Enfield Annex

Page 20 of 22

17.0 EVALUATION & SELECTION

1. Evaluation Criteria: Each submission will be evaluated based on the Evaluation Criteria below, and alignment with the Town of Enfield's community development priorities. The Town will compose a short list of respondents ranking them based on the Comparative Evaluation Criteria:
 - Overall feasibility and sustainability of the proposed project.
 - Proposed adaptive reuse plans and concepts that incorporate the building's gymnasium, Pool, and Auditorium.
 - Contribution to neighborhood vitality.
 - Demonstrated track record and qualifications of the project team.
 - Project schedule and timely development.
 - Financial sustainability, capacity, and plan.
 - Compatibility with local and state building codes, with preference for proposals that exceed minimum standards.
 - Inclusion of green building practices, renewable energy integration, or energy efficiency measures that go beyond code requirements.
2. Consultation and Community Feedback: During the review process, the Town may circulate summaries and/or proposals to departments, boards, legal counsel, and commissions for input. Select proposals may be presented at a public forum to gather community feedback. Respondents may be invited to participate. Community input will help inform the final selection.
3. Requests for Additional Information or Interviews: At its discretion, the Town may request further information or invite select respondents to participate in interviews. These invitations are not guaranteed for all respondents.
4. Selection: A recommendation for selection will be made and forwarded to the Town Council for action. The selected respondent will be determined by the Enfield Town Council and with consideration of community feedback. The final decision will be made in accordance with the RFP terms and the evaluation criteria outlined above. Every effort will be made to expedite the process where possible.

18.0 Notification to Respondents

The Town of Enfield will notify the successful respondent of their selection upon completion of the evaluation process. Individuals or firms whose proposals are not selected will be notified separately via email, if such contact information is provided with their submissions.

19.0 CONFIDENTIALITY

Respondents pursuing this RFP opportunity at their sole risk and expense and are not entitled to make any claim against the Town of Enfield for costs associated with the preparation or submission of their proposal. Any selection(s) made pursuant to this RFP will not, in and of itself, confer any development

rights upon the selected proposer(s). All materials submitted to the Town become the property of the Town of Enfield. Financial information or other materials identified as confidential or trade secrets will be treated as such, to the extent permitted under the Connecticut Freedom of Information Act. Any selection made, and any resulting agreement or development arrangement, will be subject to approval by the Enfield Town Council, and must comply with all applicable state and local laws and regulations. Each proposer should clearly indicate which sections of their submission are proprietary and/or highly confidential.

20.0 RESERVATION OF RIGHTS

This Request for Proposal (RFP) is solely a solicitation and does not constitute an offer to purchase products, services, or engage in any development transaction. The Town of Enfield reserves the right, at its sole discretion and without liability, to modify the RFP terms or dates, waive minor deficiencies, reject any or all proposals, withdraw the RFP, or select one, multiple, or no respondents prior to final contracts.