



**AGENDA  
ENFIELD TOWN COUNCIL  
REGULAR MEETING**

**Monday, December 5, 2016  
7:00 p.m. – Council Chambers**

**6:50 Public Hearing – Conveyance of Land on Post Office and Oliver Road**

1. PRAYER – Tom Arnone
2. PLEDGE OF ALLEGIANCE.
3. ROLL CALL.
4. FIRE EVACUATION ANNOUNCEMENT.
5. MINUTES OF PRECEDING MEETINGS.
  - Special Meeting – November 14, 2016
  - Regular Meeting – November 14, 2016
  - Regular Meeting – November 21, 2016
6. SPECIAL GUESTS.
  - Enfield High School DECA
7. PUBLIC COMMUNICATIONS AND PETITIONS.
8. COUNCILOR COMMUNICATIONS AND PETITIONS.
9. TOWN MANAGER REPORT AND COMMUNICATIONS.
  - Project and Activities Report
10. TOWN ATTORNEY REPORT AND COMMUNICATIONS.
11. REPORT OF SPECIAL COMMITTEES OF THE COUNCIL.
  - Enfield High School Renovation Building Committee
  - JFK Pre-Referendum Committee
12. OLD BUSINESS.
  - A. Appointment(s) - Town Council Appointed.
    1. **Area 25 Cable Television Advisory Committee** - The Term of Office of William St. George (I) Expired 06/30/2012. Reappointment or Replacement Would be Until 06/30/18. (Tabled 04/15/2013)

2. **Area 25 Cable Television Advisory Committee-** A Vacancy Exists Due to the Resignation of Stephen Moriarty (U) Expired 6/30/2014. Replacement Would be Until 6/30/2018. (Tabled 09/15/2014)
3. **Clean Energy Committee-** The Term of Office of Suzanne Giwoyna (U) Expires 03/17/2016. Reappointment or Replacement Would be Until 03/17/2020. (Tabled 03/21/2017)
4. **Clean Energy Committee-** A Vacancy Exists Due to the Resignation of Patrick Droney (R). Replacement Would be Until 03/17/2018. (Tabled 07/05/2016)
5. **Clean Energy Committee-** A Vacancy Exists Due to the Resignation of Andrew Laprade (D). Replacement Would be Until 03/17/2018. (Tabled 07/05/2016)
6. **Clean Energy Committee –** A Vacancy Exists Due to Resignation of Ann Marie Dooley. Replacement Would be Until 03/17/2009. (Tabled 07/05/2016)
7. **Clean Energy Committee-** A Vacancy Exists Due to the Resignation of Raymond Bouchard (R). Replacement Would be Until 03/17/2018. (Tabled 09/06/2016)
8. **Connecticut River Assembly –** The Term of Office of William Garner, Regular (D) Expired on 01/12/2013. Reappointment or Replacement Would be Until 01/12/2019. (Tabled 02/04/2012)
9. **Connecticut River Assembly (Alternate) -** The Term of Office of Leonard Delorge Expires 01/12/2016. Replacement Would be Until 01/12/2018.(Tabled 01/19/2016)
10. **Connecticut Water Company Advisory Council Enfield Representatives-** A Vacancy Exist Due to a Resignation (R). Replacement Would be Until 01/01/2018. (Tabled 04/16/2012)
11. **Enfield Beautification Committee –** A Vacancy Exists for Rachel Burnes (U), by Resolution No 3672, Replacement Would be Until 12/01/2019.(Tabled 06/20/2016)
12. **Enfield Beautification Committee –** A Vacancy Exists for Todd Barsalou (R), by Resolution No 3672, Replacement Would be Until 12/01/2018. (Tabled 06/20/16)
13. **Enfield High School Renovation Building Committee –** A Vacancy Exists Due to the Resignation of Walter Kruzel (R), Replacement Would be Indefinite. (Tabled 12/07/2015)
14. **Enfield High School Renovation Building Committee –** A Vacancy Exists Due to the Resignation of George Rypysc (D), Replacement Would be Indefinite. (Tabled 12/07/2015)
15. **Enfield High School Renovation Building Committee -** A Vacancy Exists Due to the Appointment of Laura Vella (U) to a Regular Member.

Replacement is Indefinite. (Tabled 10/05/2015)

16. **Enfield Revitalization Committee** – A Vacancy Exists Due to the Resignation of Rebecca Olesen (D). Replacement Would Be Until 04/30/2017. (Tabled 06/06/2016)
17. **Enfield Revitalization Committee** – A Vacancy Exists Due to the Resignation of Kassie Huhtanen(D). Replacement Would be Until 4/30/2017. (Tabled 06/06/2016)
18. **Ethics Commission (Alternate)** – A Vacancy Exist Due to the Regular Appointment of Ben Ide (U). Replacement Would be Until 10/31/2017.(Tabled 12/06/2010)
19. **Greater Hartford Transit District** – The Term of Office of Stephen Mitchell (R), Expires 06/30/2016. Reappointment or Replacement Would be Until 06/30/2020.(Tabled 06/20/2016)
20. **Inland Wetland and Watercourse Agency (Alternate)** – A Vacancy Exists Due to the Appointment of Robert Chagnon (R) to a Regular Member. Replacement Would be Until 06/30/2017. (Tabled 10/05/2015)
21. **Inland Wetland and Watercourse Agency (Alternate)** – A Vacancy Exists Due to the Appointment of Kevin Zorda (U) to a Regular Member. Replacement Would be Until 06/30/2019. (Tabled 10/03/2016)
22. **Loan Review Committee** – The Term of Office of Jason Jones (R), Expires 12/31/2015. Reappointment or Replacement Would be Until 12/31/2017. (Tabled 12/21/2015)
23. **Planning and Zoning Commission (Alternate)** – A Vacancy Exists due to the Appointment of an Alternate to a Regular Member (U). Replacement Would be Until 12/31/2017. (02/01/2017)
24. **River Valley CT Central Regional Tourism District** –The Term of Office of William Hosley (R), Expired 06/30/2016. Reappointment or Replacement would be Until 06/30/2018.(Tabled 11/21/2016)
25. **Zoning Board of Appeals (Alternate)** – The Term of Office of Robert Gillespie (R), Expires 12/31/2015. Reappointment or Replacement Would be Until 12/31/2018. (Tabled 12/21/2015)

**B. Appointment(s) - Town Manager Appointed/Council Approved.**

1. **Building Code Appeals Board** – A Vacancy Exist for Contractor (D), Expired 11/01/2004. Replacement Would be Until 11/01/2021. (Tabled 11/25/2004)
2. **Building Code Appeals Board** - A Vacancy Exists Due to the Resignation of Kenneth J. Bergeron, (D) Chairman, Architect. Replacement Would be Until 11/01/2021. (Tabled 10/16/2006)
3. **Building Code Appeals Board** - A Vacancy Exists Due to the Resignation of Howard Coro, (D). Replacement Would be Until 11/01/2018. (Tabled 02/04/2013)

4. **Building Code Appeals Board-** The Term of Office of Gary Sullivan,(R) Engineer Expired on 11/01/2014. Reappointment of Replacement Would be Until 11/01/2019.(Tabled 11/17/2014)
  5. **Building Code Appeals Board** – The Term of Office of William Marr (D), Professional Engineer, Expired 11/01/2016. Reappointment of Replacement Would be Until 11/01/2021. (Tabled 11/21/2016)
  6. **Fair Rent Commission** – The Term of Office of Samuel McGill (D), Expired 06/30/2008. Replacement Would be Until 06/30/2016.
  7. **\*\*\*Fair Rent Commission** – The Term of Office of William Downs (U), Expires 06/30/2016. Reappointment or Replacement Would be Until 06/30/2018. (Table 06/20/2016)
  8. **Housing Code Appeals Board (Alternate)** - The Term of Office of Constance P. Harmon (R), Expired on 05/01/2016. Replacement Would be Until 05/01/2021. (Tabled 05/01/2021)
  9. **Housing Code Appeals Board (Alternate)** - The Term of Office of Lawrence P. Tracey, Jr. (R), Insurance, Expired 05/01/2016. Replacement Would be Until 05/01/2021. (Tabled 05/01/2021)
  10. **Housing Code Appeals Board** - The Term of Office of Karen Chadderton (D), Registered Nurse, Expired 05/01/2016. Replacement Would be Until 05/01/2021. (Tabled 05/16/2016)
- C. **Discussion:** Establish Community Center Study Committee. (Develop Charge and Appoint Members) (Tabled 01/05/2009)
  - D. **Discussion:** Higgins Park on the Green. (Tabled 11/10/14)
  - E. **Discussion:** Scantic River Park. (Tabled 10/05/2015)
  - F. **Discussion:** Commemorative Partner Program. (Tabled 12/21/2015)
  - G. **Discussion/Resolution:** Request for Transfer of Funds or the Purposes of Performing a Splash Pad Assessment Study \$15,000. (Tabled 08/01/2016)
  - H. **Discussion/Resolution:** Resolution Establishing Rules and Regulations for the Issuance of Mobile Food Vendor Permits and the Lawful Operation of Mobile Food Vendors.(Tabled 09/06/2016)
  - I. **Discussion/Resolution:** Request for Transfer of Funds for Development Services \$43,551. (Tabled 09/06/2016)
13. **NEW BUSINESS.**
- A. **Consent Agenda – Action.**
  - B. **Appointment(s)–Town Council Appointed.**
  - C. **Appointment(s) – Town Council Appointed.**
  - D. **Appointment(s) – Town Manager Appointed/Council Approved.**

**E. Appointment(s) - P & Z Commission Appointed- Council Approved.**

**14. ITEMS FOR DISCUSSION.**

**A. \*\*Consent Agenda – Review.**

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

1. **\*\*\*Board of Assessment Appeals** – The Term of Office of Donna Dubanoski (R) Expires 12/31/2016. Reappointment or Replacement Would be Until 12/31/2019.
2. **Commission on Aging** – The Term of Office of Alice Egan (R), Expires 12/31/2016. Reappointment or Replacement Would be Until 12/31/2019.
3. **Commission on Aging** – The Term of Office of Howard Florian (U), Expires 12/31/2016. Reappointment or Replacement Would be Until 12/31/2019.
4. **\*\*\*Commission on Aging** – The Term of Office of William St. George (I), Expires 12/31/2016. Reappointment or Replacement Would be Until 12/31/2019.
5. **Enfield Beautification Committee** - The Term of Office of Stacy Huot (D), Expires 12/01/2016. Reappointment or Replacement Would be Until 12/01/2019.
6. **Enfield Beautification Committee** - The Term of Office of Darren Ketchale (R), Expires 12/01/2016. Reappointment or Replacement Would be Until 12/01/2019.
7. **\*\*\*Enfield Beautification Committee** - The Term of Office of Roberta Ladd (D), Expires 12/01/2016. Reappointment or Replacement Would be Until 12/01/2019.
8. **Enfield Beautification Committee** - The Term of Office of Kristine Mele (R), Expires 12/01/2016. Reappointment or Replacement Would be Until 12/01/2019.
9. **John F. Kennedy Pre-Referendum Committee** – A Vacancy Exists Due to the Resignation of Scott Ellis (R). Replacement Would be Indefinite.
10. **Loan Review Committee** – The Term of Office of Anne Brislin (R), Expires 12/31/2016. Reappointment or Replacement Would be Until 12/31/2018.
11. **Loan Review Committee** – The Term of Office of Billie-Jean Griffin (D), Expires 12/31/2016. Reappointment or Replacement Would be Until 12/31/2018.

**C. Appointment(s) – Town Manager Appointed/Council Approved.**

**D. Appointment(s) – P & Z Commission Appointed- Council Approved.**

**1. Capital Region Council of Governments Regional Planning Commission**  
 – The Term of Office of Alan Drinan (D) Expires 12/31/2016. Reappointment or Replacement Would be Until 12/31/2017.

**2. Capital Region Council of Governments Regional Planning Commission**  
 – The Term of Office of Peter Falk (R) Expires 12/31/2016. Reappointment or Replacement Would be Until 12/31/2017.

**E. Discussion/Resolution:** Request to Transfer Funds for Town Attorney's Office \$7,500.

**F. Discussion/Resolution:** Resolution Authorizing the Town Manager to Enter Into Agreement with Greater Hartford Transit District.

**G. Discussion/Resolution:** 8-24 Referral to Planning and Zoning Commission for Lot 339 Map 57.

**H. Discussion/Resolution:** Resolution Authorizing The Town Manager to Sign Documents Pertaining to The Sale of Lot 339 Map 57 To River View Shops, LLC.

**15. MISCELLANEOUS.**

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

**17. COUNCILOR COMMUNICATIONS.**

**18. ADJOURNMENT.**

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\* REMOVE FROM AGENDA  
 \*\* MOVE TO MISCELLANEOUS  
 \*\*\* WOULD LIKE TO BE CONSIDERED FOR REAPPOINTMENT

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**OFFICE OF THE TOWN MANAGER**

- Date: December 5, 2016
- To: Scott Kaupin, Mayor
- From: Bryan Chodkowski, Town Manager
- Re: PUBLIC HEARING GROUND RULES – A Public Hearing has been scheduled to allow interested citizens an opportunity to express their opinions regarding the proposed **SALE OF LOTS 2 & 7 LOCATED ON POST OFFICE ROAD AND OLIVER ROAD.**
1. Roll Call.
  2. READ BY MAYOR: The following Notice of Public Hearing was published in the Hartford Courant, Friday, November 25, 2016.

**TOWN OF ENFIELD  
LEGAL NOTICE  
PUBLIC HEARING**

The ENFIELD TOWN COUNCIL will hold a Public Hearing in the Enfield Town Hall Council Chamber, 820 Enfield Street, Enfield, Connecticut on Monday, December 5, 2016 at 6:50 p.m. to allow interested citizens an opportunity to express their opinions regarding the proposed **SALE OF LOTS 2 & 7 LOCATED ON POST OFFICE ROAD AND OLIVER ROAD.** Copies of the proposed amendment is on file in the office of the Town Clerk, 820 Enfield Street, Enfield, CT

Suzanne F. Olechnicki, Town Clerk  
Dated: November 22, 2016

3. Announce Ground Rules for Public Hearing:
  - a. There is no time limit, but I ask that each person not take up too much time, so that everyone will have an opportunity to speak.
  - b. After each person, who desires, has had one chance to speak, I shall permit those individuals who desire a second chance.
  - c. After those individuals who desire to speak a second time, I shall permit those individuals who desire a third, fourth, etc., time.
  - d. Please refrain from personalities.

/dm

TOWN OF ENFIELD LEGAL NOTICE The Enfield Town Council will hold a PUBLIC HEARING in the Enfield Town Hall, Council Chambers, 820 Enfield Street, Enfield, Connecticut on Monday, December 5, 2016 at 6:50 p.m. in order to receive public comment regarding the PROPOSED SALE OF LOTS 2 & 7 LOCATED ON POST OFFICE ROAD AND OLIVER ROAD. Please direct any questions to the Town Manager's Office (860) 253-6350 or townmanager@enfield.org. Suzanne F. Olechnicki, Town Clerk Dated: November 22, 2016

Appeared in: **Hartford Courant** on Friday, 11/25/2016

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**ENFIELD TOWN COUNCIL  
MINUTES OF A SPECIAL MEETING  
MONDAY, NOVEMBER 14, 2016**

The Special Meeting of the Enfield Town Council was called to order by Chairman Kaupin in the Enfield Room of the Enfield Town Hall, 820 Enfield Street, Enfield, Connecticut on Monday, November 14, 2016 at 5:30 p.m.

**ROLL-CALL** - Present were Councilors Arnone, Bosco, Cekala, Davis, Deni, Edgar, Hall, Kaupin, Lee, Stokes and Szewczak. Also present were Town Manager Bryan Chodkowski, Town Attorney Christopher Bromson, Chief Technology Officer, Paul Russell, Town Clerk Suzanne Olechnicki

**MOTION #3888** by Councilor Hall, seconded by Councilor Stokes to go into Executive Session to discuss Pending or Threatened Litigation, Personnel Matters and Real Estate Negotiations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3888** adopted 11-0-0 and the meeting stood recessed at 5:31 p.m.

**EXECUTIVE SESSION**

The Executive Session of the Enfield Town Council was called to order by Chairman Kaupin at 5:32 p.m.

**ROLL-CALL** - Present were Councilors Arnone, Bosco, Cekala, Davis, Deni, Edgar, Hall, Kaupin, Lee, Stokes and Szewczak. Also present were Town Manager Bryan Chodkowski, Town Attorney Christopher Bromson, Chief Technology Officer, Paul Russell, Town Clerk Suzanne Olechnicki. Also present Attorney James Tallberg

Chairman Kaupin recessed the Executive Session at 6:45 p.m., reconvened the Special Meeting at 6:46 p.m. and stated that during Executive Session, Pending or Threatened Litigation, Personnel Matters and Real Estate Negotiations were discussed with no action or votes being taken.

**ADJOURNMENT**

**MOTION #3889** by Councilor Cekala, seconded by Councilor Hall to adjourn.

Upon a **SHOW OF HANDS** vote being taken the Chair declared **MOTION #3889** adopted 11-0-0 and the meeting stood adjourned at 6:47 p.m.

Suzanne F. Olechnicki  
Town Clerk/Clerk of the Council

**ENFIELD TOWN COUNCIL  
MINUTES OF A REGULAR MEETING  
MONDAY, NOVEMBER 14, 2016**

The Regular Meeting of the Enfield Town Council was called to order by Chairman Kaupin in the Council Chambers of the Enfield Town Hall, 820 Enfield Street, Enfield, Connecticut on Monday, November 14, 2016. The meeting was called to order at 7:02 p.m.

**PRAYER** – The Prayer was given by Councilor Stokes.

**PLEDGE OF ALLEGIANCE** – The Pledge of Allegiance was recited.

**ROLL-CALL** – Present were Councilors Arnone, Bosco, Cekala, Davis, Deni, Edgar, Hall, Kaupin, Lee, Stokes and Szewczak. Also present were Town Manager, Brian Chodkowski; Town Attorney, Christopher Bromson; Director of Social Services, Dawn Homer-Bouthiette; Town Clerk, Suzanne Olechnicki

**FIRE EVACUATION ANNOUNCEMENT**

Chairman Kaupin made the fire evacuation announcement.

**MINUTES OF PRECEDING MEETINGS**

**MOTION #3890** by Councilor Lee, seconded by Councilor Arnone to accept the minutes of the October 17, 2016 Special Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3890** adopted 9-0-2, with Councilors Bosco and Hall abstaining.

**MOTION #3891** by Councilor Arnone, seconded by Councilor Cekala to accept the minutes of the October 17, 2016 Regular Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3891** adopted 8-0-3, with Councilor Bosco, Hall and Stokes abstaining.

**MOTION #3892** by Councilor Arnone, seconded by Councilor Deni to accept the minutes of the October 24, 2016 Special Meeting.

Councilor Davis referred to Page 5 and clarified she never once said the Committee was not being transparent, but rather she was saying the Town was not being transparent.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3892** adopted 10-0-1, as amended, with Councilor Cekala abstaining.

## **SPECIAL GUESTS**

### **ENFIELD TOGETHER COALITION**

Present were Carol Lawson, Co-Chair and Colleen Sullivan, Prevention Coordinator.

Ms. Sullivan stated they're currently funded through the Drug Free Communities Grant, and the grant year runs from October 1<sup>st</sup> to September 30<sup>th</sup>, and they just finished year four. She noted they are pursuing funding in March, and they hope to be funded another five years. She noted they've also received state funding, but currently they're under federal funding.

She stated the targeted substances are alcohol, marijuana and prescription drugs. She noted in December, 2015 they surveyed youth in Grade 6 through Grade 12, and they have some trend data. She stated that data shows the past 30-day use rates have fallen for all substances. She noted the data shows that their prevention initiatives within the community are being heard and seen and substance use is coming down. She stated the data also shows the parental disapproval rates are rising, and this shows parents are getting the message that they should be talking to their youth about different types of substance use.

Ms. Lawson stated they have activities that target the risk factors of social access. She noted they have police roving patrols and compliance checks. She stated information goes out through cable events at Asnuntuck Community College, the July 4<sup>th</sup> Celebration and school open houses. She noted they have two kiosks at the Enfield Square Mall and there are displays at the library. She noted these are ways they get the message out into the community. She stated there are also opportunities for informational meetings.

She thanked Councilor Arnone for his help in getting information out.

Ms. Sullivan stated they just successfully applied for the STOP ACT federal grant, which focuses on underage drinking, and this is an extra \$47,000 that they'll be implementing next year. She noted they've also been working with the North Central Opioid Addiction Task Force.

She then reviewed the upcoming year events as follows:

- Monthly meetings the first Tuesday of the month from 7:30 a.m. to 8:30 a.m. at Molina's Café. A light breakfast is provided.
- Marijuana Prevention Campaign
- Expansion of alcohol prevention campaign
- Prevention group held during Eagle Hour at Enfield High School
- Drug Free Community Grant reapplication

Ms. Lawson thanked the Council and Town officials for always supporting the efforts of the Enfield Together Coalition in their efforts to make Enfield healthier.

Councilor Arnone thanked the Enfield Together Coalition for their great work. He commended Councilor Lee and his daughter for their work with the Coalition. He stated his belief this is smart federal funding because the federal government decided to give the funding to the local level.

Chairman Kaupin expressed his appreciation for this presentation and for all the great work done by the Enfield Together Coalition.

### **PUBLIC COMMUNICATIONS & PETITIONS**

Pamela Townsend, 14 Kimberly Drive

Stated there was a serious incident in the Buckhorn area on Halloween evening. She thanked the Enfield Police Department and Councilors Hall and Lee for attending the neighborhood meeting, and she feels they got a lot of things accomplished and there was good communications. She stated her hope they can move forward with a Neighborhood Watch type of group.

Mary Ann Turner, 7 Meadow Road

Stated she is present as the Republican Chairman. She thanked the Democratic Chairman and her candidates for putting their names on the ballot.

She thanked the Registrar of Voters for doing an extraordinary job on Election Day. She congratulated Councilors Hall and Stokes, and stated this is an opportunity for them to do a great job for Enfield.

Ms. Turner stated the transition team has met, and they talked about how they will move forward to fill Councilors Hall and Stokes positions. She noted they want to make it very clear on how Republicans can participate in this process. She explained the application is an opportunity to express interest in Town Council positions and other positions within the Town. She pointed out this application will be on the Facebook page, and she requested the Town Manager put this application out for the public.

She stated as of tonight, the application process is open and will run until November 28<sup>th</sup> after which time the Council will review the applications.

Lucien LeFevre, 54 Kimberly Drive (Commander of the American Legion Post 154 and member of the Town Veterans' Council)

He thanked all the Council members who showed up for the Veterans Day Parade yesterday. He thanked Councilors Davis and Deni for being in their dress blues and performing the wreath laying ceremony.

### **COUNCILOR COMMUNICATIONS & PETITIONS**

Councilor Deni suggested the possibility of having a noon time Veterans Day Parade.

He stated he has been to Enfield High School twice and there's no visitor parking, and it's difficult to find a place to park.

Councilor Stokes thanked Mr. LeFevre for a wonderful Veterans Day Parade.

He thanked the Adult Day Center and Prudence Crandall for acknowledging the veterans at a recent event at the Adult Day Center. He pointed out the Adult Day Center now has 31 clients, which shows things are really happening. He also thanked Mary Ann Turner for her presence this evening, and he noted he looks forward to his transition. He thanked Ms. Turner and Councilor Davis for their work on the campaign.

Councilor Hall thanked everyone who came out and supported both candidates. She noted she appreciates the vote of confidence and looks forward to serving at that level. She added she enjoyed serving on the Council.

Councilor Arnone stated his belief the Town should do more to advertise the Veterans Day Parade.

He stated they are looking for more Thanksgiving turkeys for the Enfield Food Shelf.

Councilor Lee referred to Southwood Road and a short term and long term plan to fix some large cuts in the pavement, and Mr. Chodkowski indicated this can be looked into.

Councilor Lee stated his understanding there's been information about some traffic study results in the Scitico area.

He stated there's some concern from neighborhoods along the rail line about train horns and how they are used somewhat randomly at grade crossings. He noted the State of Connecticut will be rolling out what they call a quiet zone horn system, which means they will place horns or signal devices right at the grade crossings, therefore, the only areas impacted will be those areas that are critical.

Councilor Lee requested the Town Manager pass along appreciation to Connecticut DOT for the nice job they did patching potholes on Hazard Avenue. He stated his understanding the Enfield DPW is addressing potholes on Raffia Road and South Road, and he appreciates that effort as well.

**MOTION #3893** by Councilor Lee, seconded by Councilor Hall to suspend the rules to address under Miscellaneous Items 14 A1, A2, C2, E, F, G & H.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3893** adopted 11-0-0.

Councilor Lee stated the Hartford Line Service is scheduled to begin the winter of 2018.

Councilor Arnone stated a lot of trees still have leaves. He questioned whether there will be any accommodation to address this, i.e., extending leaf pick up another week.

Chairman Kaupin stated the Adult Day Center put on a great event last Thursday.

He referred to the Veterans Day Parade and noted two veterans who planned the parade and ceremony were Ted Plamondon and Jim Rainer, and they have decided this will be the final parade and ceremony that they will be doing as head organizers. He thanked them for the work they've done.

Chairman Kaupin suggested the Town provide the bunting to decorate the entire stage for the Veterans Day ceremony. He stated his belief the Veterans Council should not have to raise money to buy bunting.

He stated there will be a Cookies for Camouflage drive on Sunday, November 27<sup>th</sup> at 11:00 a.m. at American Legion Post 80 on Enfield Street. He explained this is where the community bakes or buys cookies to be packed up and sent to service men and women serving overseas. He noted they also accept candy and greeting cards.

Chairman Kaupin stated there is a public informational session scheduled for Wednesday, November 30<sup>th</sup> at Prudence Crandall at 7:00 p.m. He noted this will be an open topic meeting.

He questioned whether DPW is circling back to pick up leaf bags. He noted if not, they should be, and because of the weather they should gauge what's out there. He suggested a press release regarding this.

Chairman Kaupin stated the Republican Town Committee will be putting out an application for the two open Council positions.

He thanked the Registrar of Voters, staff and poll workers for their work on Election Day. He congratulated Councilors Hall and Stokes. He thanked the public for supporting the Energy Performance Contract referendum, which passed by a good margin. He thanked the Clean Energy Committee, Town staff and Council members for providing information.

Councilor Lee stated the Enfield High School field hockey state tournament has been postponed due to inclement weather until Wednesday at 4:00 p.m. at Watertown High School.

Chairman Kaupin referred to the waste oil drop off this Saturday and requested there be a concerted effort to publicize these types of services a week before the service happens so people remember to take advantage of such services.

## **TOWN MANAGER REPORT & COMMUNICATIONS**

Mr. Chodkowski stated the Council has the Project and Activities Report.

He stated they had the opportunity to wrap up interviews for the Director of Development Services last week. He noted they had a small pool of candidates, but the two candidates they were able to glean from that pool were outstanding. He stated he's waiting for some final information from Human Resources. He noted they should have some specific items for Council to consider next week regarding this position.

## **TOWN ATTORNEY REPORT & COMMUNICATIONS**

Attorney Bromson stated they went to court today on the CREC settlement. He noted the judge reviewed the stipulation and extended his appreciation to the parties for their hard work in coming to what he believed was a good resolution for the students, the Public Safety Academy and the community.

He stated his belief there's a good plan in place to move materials from the CREC property to the landfill. He noted if there are any concerns while this activity is taking place, those concerns should be brought to the attention of the Town Manager's office.

Councilor Szewczak questioned how long that work will take, and Attorney Bromson estimated two to two and a half weeks.

## **REPORTS OF SPECIAL COMMITTEES OF THE COUNCIL**

### **Enfield High School Renovation Building Committee**

Councilor Szewczak stated she will check into the concern about visitor parking.

### **JFK PRE-REFERENDUM COMMITTEE**

Present for this item was Christopher Rutledge, Chairman of the JFK Pre-Referendum Committee.

Mr. Rutledge stated the Committee last met on Wednesday, November 2<sup>nd</sup> and they initiated their relationship with Silver, Petrucelli and Associates. He noted they had a productive meeting talking about the next steps. He stated they will meet again on Monday, November 21<sup>st</sup> at JFK Middle School at 6:30 p.m., and that agenda will be distributed by Wednesday and will be posted on the website.

Chairman Kaupin stated the joint group between Planning & Zoning and the Town Council regarding food trucks will have more information for the Council at the first meeting in December.

Councilor Szewczak stated the Facilities Committee met on Thursday, and they separated the first priority items by discipline. She noted they will be looking at anything associated with roofing that needs to be done first to be sure the exterior envelope of buildings is in good repair.

Councilor Hall stated there will be an insurance subcommittee meeting tomorrow at 4:30, and she will provide an update at the next meeting.

## **OLD BUSINESS**

### **APPOINTMENTS (TOWN COUNCIL)**

**MOTION #3894** by Councilor Edgar, seconded by Councilor Deni to remove Item #8 from the table.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3894** adopted 11-0-0.

**NOMINATION #3895** by Councilor Edgar to appoint Muriel Capocci (D) to the Commission on Aging as an Alternate for a term which expires 12/31/2017.

**MOTION #3896** by Councilor Arnone, seconded by Councilor Edgar to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3896** adopted 11-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Muriel Capocci appointed to the Commission on Aging by an 11-0-0 vote.

All other appointments remained on the table.

**MOTION #3897** by Councilor Lee, seconded by Councilor Stokes to remove Item H. from the table.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3897** adopted 11-0-0.

**MOTION #3898** by Councilor Hall, seconded by Councilor Stokes to remove Item H. from the agenda.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3898** adopted 11-0-0.

All other Old Business items remained on the table.

**NEW BUSINESS**

**APPOINTMENTS (TOWN COUNCIL)**

**NOMINATION #3899** by Councilor Edgar to reappoint Philip Kober (U) to the Ethics Commission for a term which expires 10/31/2018.

**MOTION #3900** by Councilor Lee, seconded by Councilor Stokes to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3900** adopted 11-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Philip Kober reappointed to the Ethics Commission by an 11-0-0 vote.

**NOMINATION #3901** by Councilor Edgar to reappoint Brian Turner (R) to the Ethics Commission for a term which expires 10/31/2018.

**MOTION #3902** by Councilor Hall, seconded by Councilor Lee to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3902** adopted 11-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Brian Turner reappointed to the Ethics Commission by an 11-0-0 vote.

**ITEMS FOR DISCUSSION**

The appointments to the River Valley CT Central Regional Tourism District and Building Code Appeals Board will move to New Business.

All other items were moved to Miscellaneous.

**MISCELLANEOUS**

**MOTION #3903** by Councilor Lee, seconded by Councilor Hall to accept the Consent Agenda.  
Transfer of Funds Senior Center \$6,243  
Transfer of Funds Town Clerk \$5,000

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3903** adopted 11-0-0.

**NOMINATION #3904** by Councilor Deni to reappoint Howard Coro, Jr. (D) to the Housing Authority for a term which expires 11/30/2021.

**MOTION #3905** by Councilor Lee, seconded by Councilor Szewczak to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3905** adopted 11-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Howard Coro, Jr. reappointed to the Housing Authority by an 11-0-0 vote.

**RESOLUTION #3906** by Councilor Hall, seconded by Councilor Arnone.

RESOLVED, that in accordance with the Town Charter, Chapter VII, Section 2, the Enfield Town Council does hereby amend the classification plan to include an annual salary wage increase in the amount of \$1,698.40 for the position of E-TV Station Manager.

Councilor Arnone stated his belief this is well deserved because a lot of work comes out of this position.

Councilor Edgar stated he is very happy with his work, but people should know that by giving him this raise in the Fair Standards Act relieves the Town from overtime.

Councilor Lee questioned whether this was a review that the Human Resources Department conducted, and is this the only position where they can expect an exempt/non exempt issue. Mr. Chodkowski responded yes, with regards to the new standards, and this was the only position identified that required the additional wage increase to continue the exempt status.

Councilor Szewczak questioned if there's comp time if there's no overtime. Mr. Chodkowski stated they have what's called "extra hours". He noted when 40 hours of "extra time" is accrued, that can be cashed in for one seven hour day off.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3906** adopted 11-0-0.

**RESOLUTION #3907** by Councilor Stokes, seconded by Councilor Hall.

RESOLVED, that the Town Manager, Bryan R.H. Chodkowski, is empowered to enter into and amend contractual instruments on behalf of the Town of Enfield with the US Department of Homeland Security for the purpose of a FEMA grant, subject to review and approval by the Town Attorney, and to affix the Corporate Seal.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3907** adopted 11-0-0.

**RESOLUTION #3908** by Councilor Hall, seconded by Councilor Szewczak.

RESOLVED, that the Town Manager, Bryan Chodkowski, is empowered to enter into and amend contractual instruments in the name and on behalf of the Town of Enfield with Travelers Insurance Company for workers compensation/employers liability loss insurance and property liability insurance, subject to review and approval by the Town Attorney.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3908** adopted 11-0-0.

**RESOLUTION #3909** by Councilor Lee, seconded by Councilor Arnone.

BE IT RESOLVED, that the Enfield Town Council hereby provides its consent to the Town's insurer, CIRMA, to settle the matter of Trowbridge v. Town of Enfield, et al., No. 3:15cv00688 (JAM), pursuant to the discussion with the Town's legal counsel in executive session on November 14, 2016.

Councilor Edgar stated he will vote no because it's not fully transparent. He questioned the Town's deductible. Mr. Chodkowski stated this resolution authorizes the Town's insurance company, CIRMA, to make the final settlement in this matter, but the Town does have an obligation regarding the deductible, which is \$25,000.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3909** adopted 8-3-0, with Councilors Edgar, Hall and Kaupin voting against.

### **PUBLIC COMMUNICATIONS**

Lucien LeFevre, 54 Kimberly Drive

Stated the Cookies for Camouflage is a great program. He noted in 2004 and 2005 he was on the receiving end of those packages when he was in Iraq. He stated the soldiers love it when those packages come in.

Mary Ann Turner, 7 Meadow Road

Speaking as Vice-Chair of the Health Department, Ms. Turner stated her belief that the Council invited the Executive Director of the Health Department to come to a Council meeting on November 21<sup>st</sup>. She noted it's a very important issue when Hartford is talking about going to regionalization. She stated if that moves forward, it will cost Enfield millions of dollars, and it will place Enfield in a county with Hartford. She pointed out the services Enfield currently gets for approximately \$250,000 a year is extraordinary, but if they go in a regional direction, it will cost towns millions of dollars, and they will not get the services they now get. She strongly advised making a concerted effort to slow and stop the effort to regionalize the Health Department.

As concerns the earlier discussion from the Enfield Together Coalition, Ms. Turner pointed out Hartford is bringing up the legalization of marijuana, and that is on the top of

their docket for an income stream. She noted marijuana is still considered a drug, and she's very concerned they're going down a very slippery slope. She stated her feeling this is a very bad idea.

Ms. Turner stated this afternoon she left a message about the Building Department and an inspection timeline. She noted she'd like to continue that conversation.

### **COUNCILOR COMMUNICATIONS**

Councilor Szewczak stated if people have leaves, they should put them out on the street, and as the trucks pass by they will pick them up.

### **ADJOURNMENT**

**MOTION #3910** by Councilor Stokes, seconded by Councilor Cekala to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3910** adopted 11-0-0, and the meeting stood adjourned at 8:16 p.m.

Respectfully submitted,

Suzanne F. Olechnicki  
Town Clerk  
Clerk of the Council

Jeannette Lamontagne  
Secretary to the Council

Appended to minutes of  
11/14/2016 Regular  
Town Council Meeting  
See Page 8

ENFIELD TOWN COUNCIL  
REQUEST FOR TRANSFER OF FUNDS  
RESOLUTION NO. \_\_\_\_\_

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

TO:	Senior Center Appropriations FY 16-17 Athletic/Recreation Equipment	22040440-573500	\$6,243.94
FROM:	Senior Center Revenue Miscellaneous Contributions/ Donations	22044440-417050	\$6,243.94

CERTIFICATION: I hereby certify that the above-stated funds are available as of October 21, 2016

John Wilcox, Director of Finance

APPROVED BY: \_\_\_\_\_ Town Manager      Date: \_\_\_\_\_

ENFIELD TOWN COUNCIL  
REQUEST FOR TRANSFER OF FUNDS  
RESOLUTION NO. \_\_\_\_\_

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

TO:	Town Clerk Technical Services	10160100-534000	\$5,000
FROM:	Miscellaneous State Revenue	10040000-413699	\$5,000

CERTIFICATION: I hereby certify that the above-stated funds are available as of 11/08/2016

\_\_\_\_\_  
John Wilcox, Director of Finance

APPROVED BY: \_\_\_\_\_ Town Manager      Date: \_\_\_\_\_

**ENFIELD TOWN COUNCIL  
MINUTES OF A REGULAR MEETING  
MONDAY, NOVEMBER 21, 2016**

The Regular Meeting of the Enfield Town Council was called to order by Chairman Kaupin in the Council Chambers of the Enfield Town Hall, 820 Enfield Street, Enfield, Connecticut on Monday, November 21, 2016. The meeting was called to order at 7:00 p.m.

**PRAYER** – The Prayer was given by Councilor Szewczak.

**PLEDGE OF ALLEGIANCE** – The Pledge of Allegiance was recited.

**ROLL-CALL** – Present were Councilors Arnone, Bosco, Cekala, Davis, Deni, Edgar, Hall, Kaupin, Stokes and Szewczak. Councilor Lee was absent. Also present were Town Manager, Brian Chodkowski; Town Clerk, Suzanne Olechnicki; Director of Human Resources, Steven Bielenda; Director of Social Services, Dawn Homer-Bouthiette

**FIRE EVACUATION ANNOUNCEMENT**

Chairman Kaupin made the fire evacuation announcement.

**MINUTES OF PRECEDING MEETINGS**

There were no minutes to be approved on this evening's agenda.

**SPECIAL GUESTS**

**Enfield High School DECA**

This item will appear on the next regular meeting agenda.

**North Central Health District**

Present for this item was Director of the North Central Health District, Patrice Sulik and Vice Chair of the North Central Health District Board of Directors, Mary Ann Turner.

Ms. Sulik stated there's proposed legislation in the State that would result in a reduced number of health departments in the State of Connecticut, and that proposal is to bring the total down to six or eight health departments. She noted there are approximately 71 health departments at this time, and the legislation proposes one health department for each county, but separating out major cities to be standalone departments. She stated another proposal was that health districts be combined according to the COG regions, which would mean Enfield would be a part of 38 towns. She noted if this goes through the legislative session, the transition is slated for 2017.



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## TOWN OF ENFIELD

**TO:** Enfield Town Council

**FROM:** Bryan R.H. Chodkowski  
Town Manager 

**DATE:** December 2, 2016

**RE:** Bi-Monthly Projects & Activities Report (PAR)

**CC:** Town Department Directors &  
Direct Reports

The following is a brief summary of activities and their progress over the last five weeks. The title-lines highlighted in yellow represent areas where information reported has changed from previous Projects & Activities Reports.

### TOWN MANAGER'S OFFICE:

**General Comments:** Here are a few updates for Council on items of interest:

- **Mobile Food Vendors** – Staff has been working on finalizing language on this matter. Councilors Lee and Cekala have also offer comment and a final draft will be sent to the Town Attorney's Office the week of December 5.

**Hazardville Institute Renovation Grant:** A final draft of the agreement was provided to the Conservancy on November 2, 2016 for their approval. Once the Conservancy has confirmed they are satisfied with the agreement and provide the Town with the necessary supporting documents, the agreement will be presented to Council for final approval.

**JFK Pre-Referendum Committee:** The Committee toured JFK Middle School on November 21 with Silver Petrucelli. Information regarding the Committee's next scheduled meeting was not available at the time this report was prepared.

**Development Services Committee:** The Committee met on December 1 and discussed several matters involving property.

**Joint Facilities Committee:** During the Committee's November 10 meeting, it was the consensus of the membership to focus first on those buildings determined to have roofs and exterior envelopes in critical condition. Based on this decision, the Committee is reevaluating its data and working to schedule facility tours. The group is scheduled to meet again on Thursday, December 8.



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## TOWN OF ENFIELD

### E-TV

**Emergency Crawl System:** The system has been reconnected to the computer by IT. We are waiting for the engineer to reconnect the hardware to the broadcast system and test the system on the air.

**Frontier Cable Video Loss:** Engineers from Frontier have connected the new encoder to the system and on November 29th we connected it to broadcast again. Initial testing from the control room to the head end in Washington State and back to CT was successful. We will be looking at the signal from a home address to check on home reception for residents.

### FINANCE:

**FY 2015/2016 Year-End Audit:** While we expect the annual financial report to be ready for submittal to the state by December 31, we requested an extension of time to file as a precaution.

**Grand List (formerly Tax Assessment):** Real estate notices of assessment change were mailed on November 28. Meetings with residents questioning their assessments will begin on December 6 and will run through the month's end. The DMV has submitted a replacement motor vehicle supplement file which has fixed many of the issues from the original file. The new file still contains some errors but will be reviewed by the Assessors to identify and correct any issues with the motor vehicle values. We anticipate that the corrections will be made in time for the bills to be mailed for the January 1 due date.

**WPC Billing Delinquencies:** As you will recall, the Town is in the process of liening those property owners who have yet to pay for WPC services since they were removed from the tax role. For a variety of reasons, we have postponed the date that these liens will be placed until the end of December.

**FY 2016/2017 Budget:** The budget season is rapidly approaching and we are developing a budget process schedule. Once the schedule is established, the Council be updated as appropriate.



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## TOWN OF ENFIELD

### LIBRARY:

**Library Programing:** The Library constantly strives to provide changing programs to meet the needs of both adult and youth audiences. Examples of our recent programing are as follows:

**Children's Programming:** In addition to our ongoing programming in Children's, the staff has put together additional programming for each day that school is out for winter vacation.

**Adult Programming:** Upcoming Adult Programming includes our ongoing film series, an author talk and three local history programs.

**Website:** We are in the process of designing a new website that will make our resources more accessible, including unique local history collections, as well as providing a better platform to promote our programs.

**Policy Binder:** We have been working on centralizing all of the various Policies and Procedures that we have in one location. Deputy Director Katie Werth has been a huge help with this project. This informational item will be removed from future PARs.

**Construction Grant:** The State Library has approved our Construction Grant application to replace the HVAC system. This informational item will be removed from future PARs.

**Eagle Scout Project:** Jack Sherman completed his Eagle Scout project at the Central Library by installing a small kiosk adjacent to the playground. We will use the kiosk to promote our programs. This item will be removed from future PARs.

### HUMAN RESOURCES:

**Clerical Union Negotiations:** The Union informed the Human Resources Director that they rejected the Town's last offer and both Parties appear to be at an impasse. The Town is waiting for the Union attorney to inform the Chief Negotiator officially in writing.

**Professional & Technical Union and Supervisory Union Negotiations:** Amicable negotiations continue with parties scheduled to meet again on December 8.

**Police Pension Negotiation:** Council was provided an update on the matter in Special Meeting in October. Attorneys for both parties are working on scheduling dates for the next round of negotiations to discuss the feedback received from Town Council.

**Director of Development Services Recruitment:** The Town Manager offered the position to Michael Ciriello, who currently resides in North Carolina. Mr. Ciriello has over 19 years of experience in the private and public sectors; most recently serving as the Director of Planning & Zoning for Parson County, North Carolina. Mr. Ciriello will commence employment with the Town of Enfield as the Director of Development Services on January 9, 2017. This item will be removed from future PAR reports.



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## TOWN OF ENFIELD

### TOWN CLERK:

**Records Management:** The review of the former Library Director's records has been completed. All records have been archived or destroyed. Building and Grounds has requested assistance locating all town and school facilities maps and drawings for various special projects including the JFK Middle School Pre-Referendum Committee and the Joint Facilities Committee.

**The Officials Directory:** Review of the data continues as well as learning to use the new software. The tentative date for publication is January 2017.

**Justices of the Peace:** After notifying the one-hundred thirty-three newly elected justices, the office has been busy meeting with and receiving the oath of office from the JP's and issuing certificates attesting to their term of office. This informational item will be removed from future PARs.

**Calendar of Meeting Dates:** State statute requires all Enfield boards and commissions to file a list of their regular meeting dates with this office and for the office to produce a list of those dates to be available for public information. To facilitate that task, local and regional boards and commissions have been contacted requesting that data. The calendar will be ready in January 2017. This informational item will be removed from future PARs.

### POLICE:

**K-9 Unit Update:** The Police Department has acquired a new K-9, Nova, who will be starting the CT State Police Training Academy in September. Nova is a 2 year old German Shepard who comes to us from the country of Slovensko. Nova will be in the academy for a total of sixteen weeks and, upon graduation, will be working the streets with handler Off. Mike Colantuono.

**Community Action Group:** The Police Department has partnered with Friends of the Enfield Police Department to raise funds in support of public safety recognition. Council will be provided additional information on this matter as appropriate.

**Narcotics Enforcement:** In response to the recent increase in heroin overdoses, the department arrested several individuals associated with said illicit drug use.

**Community Outreach:** The Enfield Police Department will be participate in two notable outreach events in the near future:

- The Enfield P.D. has been selected to host the "Shop with a Cop" on Thursday, December 8. The program unites at-risk kids with officers for an evening in an unconventional/non-confrontational setting. The plan is to bring 50 – 70 kids together with 50 – 70 cops at Asnuntuck Community College to share a meal, enjoy some entertainment and meet with Santa. Afterwards, the police proceed in a procession to the Target store where they are re-united with their child partner to help the child shop for gifts for the child's family. As of today 14 of our officers have volunteered for this program.



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## TOWN OF ENFIELD

### **POLICE (Cont'd):**

#### Community Outreach (Cont'd):

- We will be once again leading the procession for Wreaths Across America. Several of our officers will be donating their time to participate in this event on Wednesday, December 14.

### **ECONOMIC DEVELOPMENT:**

**25 Bacon Rd:** The Town and WE 25 are set to meet on December 5 to fill in additional details on the abatement agreement. The name of the second tenant for the facility, Veritiv, has been released.

General Economic Development Activities: The Economic Development Commission is working on the development of Tax Increment Financing Districts. They recently discussed several proposed TIF districts and will continue to explore the matter in the coming months.

### **COMMUNITY DEVELOPMENT:**

Thompsonville Bike Path: The CD Office and Public Works continue to develop plans for the Thompsonville Bike Path which will link the Route 190 Bridge Bike Path to the Freshwater Pond Recreational Area using Franklin and Enfield Streets. The project is being funded through a \$698,000 LOTCIP grant obtained this year. Work includes traffic counts on Franklin Street which were recently completed and submitted to CRCOG. Town officials met recently to review the results of Road Safety Study for Route 5 and to discuss funding opportunities in order to link Thompsonville Greenway to the Town Farm Road bike path.

**River Access Project:** This project connects the existing bike path from Freshwater Pond recreational area to the CT Riverfront utilizing the Asnuntuck Street underpass. A scope of work for the project has been approved by CT DOT. Next steps include price negotiations with the design consultant. Once a contract is in place, Federal Highway funds for the project can be obligated.

98 Prospect Street: The Town was awarded a \$550,000 Remediation Action and Redevelopment Grant from the CT Department of Economic and Community Development. The funds will be used to cleanup this substantially blighted and contaminated property for its eventual reuse as industrial property. Next steps include development of remediation and construction plans with Licensed Environmental Professional and taking action to acquire the site. The Town will be required to control the site during the remediation process.



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## TOWN OF ENFIELD

### COMMUNITY DEVELOPMENT (Cont'd):

**Transit Center:** Our office continues to work with our environmental attorney to finalize the terms of an access agreement with Eversource. The latest version was reviewed by the Town Attorney's office and forwarded back to Eversource for final revisions. The Town was told an agreement with Eversource is imminent that we should start the procurement process for environmental consultants.

**Transit Oriented Development Plan:** A workshop was held in the Town Council Chambers on October 19 attended by various board and commission members. The event was very well attended and resulted in a clearer vision for the future station area. Next steps will include similar workshops with resident and business owners. The State will be collecting data from each station area and using the information to develop a corridor TOD Action Plan. Council will be updated on this item as appropriate.

**North Central Chamber:** No information to report at this time.

**CDBG Loan Programs:** The CD office continues to fund Housing Rehabilitation projects even though the Town was not awarded a CDBG grant for 2016. The office is using its program income from past loans to assist homeowners with various renovations and repairs. At this point we are managing our funds so that we will be able to assist with emergency cases over the winter. Our office intends to reapply for more CDBG funding in the spring of 2017.

**Connecticut Southern Railroad:** CT Southern Railroad, who controls the southern portion of the Armory Branch rail line that traverses the eastern section of town, is working to solicit new industrial users. We are looking to provide business contact information to help in this process. This informational item will be removed from future PARs.

**Enfield Revitalization Strategy Committee:** The ERSC met on December 1 at the North Thompsonville Fire Station as the group embarks on a community wide tour.

### BUILDING SERVICES:

**25 Bacon Road:** Work continues in all aspects throughout the facility in preparation for both incoming tenants; Plastipak and Veritiv.

**Mayfield Apartments:** Two more Mayfield apartment building received Certificates of Occupancy.

**Brookside Plaza:** The McDonalds Restaurant at this location is under renovation. Revised plans were submitted on 16 November 2016.



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## TOWN OF ENFIELD

### **BUILDING SERVICES (Cont'd):**

CHR: Applications received for the fit out of the third floor of the office building at 153 Hazard Avenue with CHR planning to expand into this third floor space. The permit was issued on August 22.

General Information: In the month of November, the division issued 167 permits.

St. Adalbert School: Architectural plans and a building permit application were submitted on 15 November for the apartment conversion.

### **PLANNING & ZONING:**

General Information: In addition to serving 320 customers in the month of October, the division also supported the following PZC approvals:

- 80 Shaker Rd            additions to building-Camerota Truck
- 6 Niblick Rd            addition for Northeast sheet metal
- 243 Shaker Rd        addition for Yankee Castings
- 1617 King Street      CREC modifications

Pre-Application Assistance: Staff is working to support the following projects in advance of their formal site-plan review submittals:

- 25 Bacon Road---Phase III preliminary subdivision and 800,000 square foot building

Commission Activities: PZC heard 17 formal applications in the month of October. Staff reviewed, researched and approved 120 PZC permits for the months of September and October. IWWC heard 10 formal applications in October with staff researching, reviewing and issuing 47 IWWC permits for the months of September & October. This Historical Commission also entertained one application in the month of October.

Enforcement Activities: The division reports the following activities:

- Enforcement Zoning and Wetland
  - Open as of November 1            20
  - New November Cases            14
  - Resolved                            18
  - Open as of December 1           16
  
- Code Enforcement
  - Open as of November 1           35
  - New November Cases           35
  - Resolved                           39
  - Open as of December 1           31



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## TOWN OF ENFIELD

### EMS:

Medic 3 Refurbishment: American Emergency Vehicles (AEV) has picked up and taken Medic 3 to the factory in North Carolina. The time frame for completion of the remount is anticipated to be the latter part of January 2017.

Community Relations: Division personnel supported the profession in a variety of ways such as lecturing at a state conference, updating cross-departmental protocols & policies, and supporting other agency's hiring process.

### INFORMATION TECHNOLOGY:

Current/Recent Projects: The Information Technology Department continues to work on a variety of projects. Two of the more notable projects are as follows:

**Official's Directory** - IT and the Town Clerk's Office are working with a new vendor to create a new Official's Directory. It will soon have a new look and will be accessible from the Town's web site.

**Yammer for Communication** - The IT Department is investigating Yammer to enhance communications within our Department. This app is included as part of our Office 365 software package. We will be sharing scheduled maintenance notices, new ideas, projects, etc in order to keep everyone in our department informed. After testing, we hope to engage other departments in this information sharing endeavor.

### RECREATION:

Playscapes (in General): Recreation, along with Buildings & Grounds, will be inspecting all 20 playscapes in the next week to make recommendations for the CIP budget. This informational item will be removed from future PARs.

Recreational Programming: Dolphins Swim Team meet: Saturday, December 3. Hoop Shoot Free Throw Contest (so-sponsored by the Elks Club): Saturday, December 3. Youth Craft Class: Saturday, December 3 from 9:30-10:30am. The Enfield Youth Basketball league begins the week of December 5. Holiday Lighting Contest (so-sponsored by Panera Bread) judging: Monday – Wednesday, December 5-7. Open Swim hours: December 17 from 12:00-3:00pm at JFK. December vacation programs: Babysitter Safety 101 Course; Youth Open Gym Basketball hours at Angelo Lamagna Activity Center; Open Swim hours at **FERMI** – visit [www.enfield-ct.gov/recreation](http://www.enfield-ct.gov/recreation) for complete vacation programming information. Session 2 of Adult Yoga begins January 3, 2017. Registration is ongoing.



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## TOWN OF ENFIELD

### RECREATION (Cont'd):

Skate Park: Recreation is working with Public Works on this project.

#### Liaison Committees:

- Enfield Culture and Arts Commission is sponsoring the annual Carol Sing in conjunction with the Fire Department's annual Torchlight Parade: Sunday, December 4. The parade kicks off from Enfield Street School at 6:00pm. The Carol Sing and the tree lighting follows on the Town Green at 7:00pm.
- Enfield Culture and Arts Commission is co-sponsoring the Festival of Trees at the Central Library on Wednesday, December 14 at 6:30pm.

### SOCIAL SERVICES:

Senior Center Carpet Project: Based on delivery of carpet, this project is now scheduled for early January. The carpet will be installed over the weekend to minimize the impact on the Senior Center activities. This project is being led by the Town's Public Works Department.

Fundraiser to Benefit CCMC: The "Be A Hero" fundraiser on November 19 was part of a national campaign to support the Children's Miracle Network Hospitals. The event raised over \$200 for CT Children's Medical Center. This informational item will be removed from future PARs.

Assistant Director Position: The Director is currently working with the Director of Human Resources and the Town Manager to hone the existing Deputy Director job description with the goal of having the position filled in the Spring.

Transit Advertising: In an effort to generate more revenue, Transit Services has re-announced the opportunity to purchase advertising space on Magic Carpet & Dial-A-Ride buses. We are currently negotiating an advertising purchase with Civics First for advertising on 2 Magic Carpet buses for the remainder of this fiscal year which we estimate will generate \$8,000.

Adult Day Center Services: The average daily census at the Adult Day Center is 20 patients with a roster of 38. We currently have 5 East Windsor residents who have been approved for services but are wait-listed because they have no transportation services. We are in conversation with the East Windsor Social Services, the North Central Area Agency on Aging and the State Department of Aging in an attempt to negotiate transportation services for these individuals. Social Work services at the Adult Day Center continue at an average of 6 hrs/wk.



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## TOWN OF ENFIELD

### **PUBLIC WORKS:**

**2015 ROADS Project Updates:** Updates on ROADS projects are regularly posted by Town Engineer, Donald Nunes, the first part of each week on the Town's web site: <http://www.enfield-ct.gov/371/Construction-Project-Updates>. For High, Sapphire, and Grant streets; final course paving is scheduled for the next week. However, if we run into problems with weather, supplies or contractors, we have a contingency plan that consists of temporary paving around structures and/or lowering any raised structures to allow us to plow while minimizing impact to our plow trucks and the motoring public.

**Green Manor South (excluding Northfield St.):** Final course paving is scheduled for the next week. However, if we run into problems with weather, supplies or contractors, we have a contingency plan that consists of temporary paving around structures and/or lowering any raised structures to allow us to plow while minimizing impact to our plow trucks and the motoring public.

**Freshwater Boulevard:** Work is substantially complete.

**Crescent Lake/Spruceland Drive:** Work is substantially complete.

**Palomba Drive and Elm St:** Work is substantially complete.

**Northfield St:** DPW staff was informed verbally this week that Eversource has agreed to relocate their lines at no cost to the Town. We are awaiting formal confirmation. While this is a positive development, it is too late in the season to complete the road this fall. The street has been made safe for winter travel and snow removal operations by patching the pavement where needed.

**Elm St. Resurfacing:** The State's project is substantially complete.

**Park-Taylor Reconstruction:** Work on Taylor Road is substantially complete. The contractor is now working on side slopes and driveway aprons.

**Manhole Lid Offset & Adjustment Inquiry:** The initial phase of this project is nearly complete. Final inspections are taking place this week and minor adjustments, if any, will be scheduled this month.

**Water Pollution Control Updates:** The 30% Value Engineering process is underway. CT DEEP is actively participating along with Woodard & Curran, value engineering sub-consultant Ed Rushbrook and his team of experts, Fuss & O'Neill (as the Town's project manager) and WPCA staff. The next Clean Water Fund grant application will require WPCA resolutions, likely in January.



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## TOWN OF ENFIELD

### **PUBLIC WORKS (Cont'd):**

100 High St Painting: The project is complete except for repair of an asphalt sidewalk damaged by the contractor. Money was withheld from the final payment to ensure the sidewalk is repaired. The repair will take place in spring, 2017.

Refuse and Resource Management: The vendors submitted initial renewal proposals and the Town's regional bid option with CCSWA, a subset of CROCOG, resulted in only one (1) bid, by MIRA. That bid and the two renewal options are under review. Due to changing market conditions, all options being considered will result in a significant increase in costs.

Still Meadow Water Supply: Consultant Fuss & O'Neill was authorized to proceed to complete a DEEP grant application to cover costs for the next phase of the requirements of the consent order issued in July 2008. The application will be ready for Council approval in early 2017.

Fleet Services Operation- Second Shift: A modified second shift is in effect until December 9. A temporary mechanic has been hired and will start work before the end of the month.

Leaf Collection Program: The annual leaf collection program is concluding this week. Leaves dropped off by residents are being moved to the composting area in the rear of the property. Regular Friday yard waste collection will continue until at least December 16th. This informational item will be removed from future PARs.

Snow Preparations: All DPW divisions have been preparing for the winter season. Updates were provided to the DPW Subcommittee at its recent meeting. The informative and popular DPW snow plowing video will be airing in the near future on E-TV. The annual DPW press release on snow removal was issued November 14 [Enfield DPW Snow Removal Reminder](#). This informational item will be removed from future PARs.

Roads Strategy Session: Since there are still 3+ years remaining on the ROADS 2015 projects, this is an ideal time to convene the Roads/Engineering team for a comprehensive review of successes, failures, lessons learned, and how to apply this knowledge for the betterment of future ROADS projects. Highlights from this meeting will be shared with the Town Manager and Council. This informational item will be removed from future PARs.

2017 Projects Out to Bid: Fletcher Still (due December 7) and Mullen Road (due January 10) bid packages are available.

Freshwater Pond Dredging and DPW Truck Wash: Consulting services for both of these projects will commence in the next few weeks. Additional funding requirements (if any) will be submitted with this year's CIP requests. This informational item will be removed from future PARs.



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## TOWN OF ENFIELD

### **PUBLIC WORKS (Cont'd):**

**CIP Budget:** DPW is coordinating receipt and presentation of all CIP requests (with the exception of IT). Draft spreadsheets will be reviewed with the Town Manager in the next month. This informational item will be removed from future PARs.

**St. Aldabert's Trailer:** The trailer has been taken to the transfer station property and will be auctioned off in the near future. This informational item will be removed from future PARs.

**CREC:** DPW has met with CREC representatives on site to discuss logistics of the soil delivery. The area to be filled with the soil has been demarcated and a silt fence installed for erosion control. We anticipate delivery of the soil in the next few weeks. This informational item will be removed from future PARs.

If you have any questions or concerns regarding and of the information contained in this report, or on any other matter, please do not hesitate to contact me. I can be reached via cell phone (860-209-0969) or via email ([bchodkowski@enfield.org](mailto:bchodkowski@enfield.org)).



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# TOWN OF ENFIELD

November 23, 2016

Honorable Members  
Enfield Town Council  
Enfield, Connecticut

**Subject: Request for Transfer of Funds for Town Attorney, \$7,500.00**

Councilors:

**Highlights:**

In the matter of *New Horizon Communications Corporation v. Town of Enfield*, the Town has agreed to pay New Horizons Communications Corporation \$7,500.00.

**Budget Impact:**

This will be in addition to the approved budget and will be funded from the appropriated fund balance account.

**Recommendation:**

It is recommended that the transfer be approved.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Chris W. Bromson".

Christopher W. Bromson  
Town Attorney

**Attachments:**

1. Resolution.

**ENFIELD TOWN COUNCIL**  
**REQUEST FOR TRANSFER OF FUNDS**

**RESOLUTION NO. \_\_\_\_\_**

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

**TO: 1300 Town Attorney**

Settlements & Judgments	10130000-582000	\$7,500
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**FROM: 8000 General Fund**

Contingency	10800092-584000	\$7,500
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**CERTIFICATION:** I hereby certify that the above-stated funds are available as of  
November 28, 2016



**John Wilcox, Acting Director of Finance**

**APPROVED BY:**  \_\_\_\_\_ **Town Manager**

**Date:** 11/30/16



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# TOWN OF ENFIELD

November 21, 2016

Honorable Member  
Enfield Town Council  
Enfield, Connecticut

**Subject: Resolution Authorizing the Town Manager to Enter into an Agreement with Greater Hartford Transit District (GHTD) for the for the Dial-A-Ride Bus Service**

**Highlights:**

- This contract is for the continued operation of transportation for elderly and disabled citizens through the Dial-A-Ride bus service.
- For the period of July 1, 2016 - June 30, 2017, the GHTD Agreement will provide \$21,056.

**Budget Impact:**

No budget impact

**Recommendation:**

The Town Council adopts the attached Resolution.

Respectfully Submitted,

Dawn Homer-Bouthiette, MSW  
Director of Social Services

**Attachment:**

1. Resolution

**ENFIELD TOWN COUNCIL**

**RESOLUTION NO. \_\_\_\_\_**

**Resolution Authorizing the Town Manager to Enter Into Agreement with Greater  
Hartford Transit District for the Dial-A-Ride Bus Service**

**RESOLVED**, that the Town Manager, Bryan R. H. Chodkowski, is empowered to enter into and amend contractual instruments, subject to review and approval by the Town Attorney, in the name of and on behalf of the Town of Enfield with Greater Hartford Transit District for July 1, 2016 thru June 30, 2017 and to affix the Corporate Seal.

Date Submitted: November 21, 2016  
Submitted by: Social Services Director



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# TOWN OF ENFIELD

November 21, 2016

Honorable Member  
Enfield Town Council  
Enfield, Connecticut

**Subject: Resolution Regarding the Referral to the Planning and Zoning Commission for the Conveyance of a Portion of Lot 339 on Assessor's Map 57**

Councilors:

**Highlights:**

- The Town of Enfield owns a parcel of land shown as Lot 339 on Assessors Map 57.
- The Town acquired title by Tax Collector's Deed on October 31, 1991.
- The property is a vacant strip of land approximately 22 feet by 925 feet.
- River View Shops, LLC, the owner of an adjacent shopping plaza, 165 Elm Street, has expressed an interest in acquiring title to the portion of Lot 57 that abuts 165 Elm Street.
- River View Shops, LLC has indicated that it has maintained the southern portion of the lot for several years.
- The dimensions of the property proposed to be conveyed are approximate 22 feet by 345 feet.

**Budget Impact:**

There is no anticipated impact to the budget.

**Recommendation:**

If it desires to convey the property to River View Shops, LLC, the Town Council should approve this resolution.

Respectfully Submitted,  
Office of the Town Attorney

**Attachments:**

1. Resolution

**ENFIELD TOWN COUNCIL**

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION REGARDING THE REFERRAL TO THE PLANNING AND ZONING  
COMMISSION FOR THE CONVEYANCE OF A PORTION OF LOT 339  
ON ASSESSOR'S MAP 57**

**WHEREAS**, The Town of Enfield owns a strip of land known as Lot 339 on Assessor's Map 57;  
and

**WHEREAS**, River View Shops, LLC, the owner of 165 Elm Street, which abuts Lot 339, has  
expressed an interest in acquiring title to the southern portion of Lot 339, as described in the attached  
Schedule A, Description; and

**WHEREAS**, the Town of Enfield sees no public need for and therefore does not wish to retain title  
to the southern portion of Lot 339; and

**WHEREAS**, pursuant to the requirements of Connecticut General Statute §8-24, the conveyance of  
real property must be referred to the Enfield Planning and Zoning Commission for a report.

**NOW, THEREFORE, BE IT RESOLVED** that the Enfield Town Council does hereby refer the  
proposed conveyance of the above-described property to the Planning and Zoning Commission for  
a report in conformance with the requirements of Connecticut General Statute §8-24.

Date Prepared: November 16, 2016  
Prepared by: Office of the Town Attorney

## **Schedule A Description**

A certain piece or parcel of land situated in the Town of Enfield, County of Hartford and State of Connecticut, being the southern portion a strip of land to the west of land now or formerly of M. Smith, as shown on the plan entitled "Plan of Lots for Piorek Builders, Inc. Enfield, Conn. Scale 1" = 50' Aug. 1957 W.E. Savage, Jr., Land Surveyor", which map is on file in the Enfield Land Records, Book of Public Maps, volume 5, page 198.

The property conveyed herein is described as follows:

Northerly: by the remaining land of the Grantor herein, being the norther portion of the above-referenced strip of land, a distance of 21.5± feet;

Easterly: by other land of the Grantee herein, known as 165 Elm Street, a distance of 345.15± feet;

Southerly: by land n/f Provencher, as shown on the above-referenced plan, known as 163 Elm Street, a distance of 21.9± feet; and

Westerly: by Lots 1, 3 and 5 and a portion of lot 7, as shown on the above-referenced plan, a distance of 345.15± feet.

Reference may be had to a Tax Collector's Deed dated October 29, 1991 and recorded in the Enfield Land Records in Volume 741, Page 291.

**ENFIELD TOWN COUNCIL**

**RESOLUTION AUTHORIZING THE TOWN MANAGER TO SIGN DOCUMENTS  
PERTAINING TO THE SALE OF REAL ESTATE TO RIVER VIEW SHOPS, LLC**

**RESOLUTION NO. \_\_\_\_\_**

**NOW, THEREFORE BE IT RESOLVED, RESOLVED,** that the Town Manager, Bryan R. H. Chodkowski, is authorized to enter into and amend all documents pertaining to the sale of property to River View Shops, LLC, subject to review and approval by the Town Attorney, in the name and on behalf of the Town of Enfield.

Prepared By:           Town Attorney's Office  
Date Prepared:        November 28, 2016

**Town of Enfield**

**Application for Vacancy on Boards, Agencies & Commissions**

Date: 11/11/2016  
 Name: William Downs  
 Address: 18 Grove Rd., Enfield, CT 06082  
 Telephone No. (Home): 860 214 8189 (Work): 860 214 8189  
 Occupation: Property Manager E-Mail: tymup61@aol.com  
 Registered Voter:  Yes  No Party Affiliation: Unaffiliated

Board, Commission or Agency Interested in: Fair Rent Commission  
 New Appointment  Reappointment

Please outline your qualifications and how you feel you would contribute to the committee or commission:  
 I have been a landlord in Enfield and Somers for over 20 years. I have a great knowledge of properties and values as well as rental rates for the appropriate areas. I have tenants that never leave because we maintain the properties and keep rents reasonable.

Have you ever served on a Board, Commission or Agency in Enfield or elsewhere?  Yes  No

If so, please state name of Board, Commission or Agency and time served:  
 Fair Rent Board

If this is a reappointment, please list the number of meetings attended during the last 12 months: 3

If the committee or commission which you requested has no more vacancies, would you consider appointment to another committee or commission?  Yes  No

## McCarthy, Debra

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**From:** noreply@civicplus.com  
**Sent:** Monday, November 28, 2016 2:53 PM  
**To:** McCarthy, Debra  
**Subject:** Online Form Submittal: Application for Vacancy on Boards, Agencies & Commissions

### Application for Vacancy on Boards, Agencies & Commissions

Date	11/28/2016
First and Last Name	Roberta Ladd
Address	10 Carlisle Street
City	Enfield
State	Ct
Zip	06082
Phone Number	8607490272
Second Phone:	8607490272
Email	cladd@cox.net
Occupation	Retired
Occupation Phone Number	<i>Field not completed.</i>
Party Affiliation	Democrat
Registered Voter	Yes
Name of the Board You Wish to Apply For:	Enfield Beautification
Appointment	Reappointment
Please outline your qualifications and how you feel you would contribute to the committee or commission:	I enjoy serving on this board and would like to continue so that I can help complete the projects that we are working on presently.

Have you ever served on a Board, Commission or Agency in Enfield or elsewhere?

Yes

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If so, please state name of board, commission or agency and time server:

I am completing one term on Enfield Beautification.

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If this is a reappointment, please list the number of meetings attended during the last 12 months:

I have attended all of the meetings.

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If the committee or commission which you requested has no more vacancies, would you consider appointment to another committee or commission?

*Field not completed.*

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Email not displaying correctly? [View it in your browser.](#)

## McCarthy, Debra

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**From:** noreply@civicplus.com  
**Sent:** Wednesday, October 26, 2016 11:08 AM  
**To:** McCarthy, Debra  
**Subject:** Online Form Submittal: Application for Vacancy on Boards, Agencies & Commissions

### Application for Vacancy on Boards, Agencies & Commissions

Date	10/26/2016
First and Last Name	William St George
Address	29 Ganny Ter
City	Enfield
State	CT
Zip	06082
Phone Number	860 272 9144
Second Phone:	860 272 9144
Email	wrstgeorge@yahoo.com
Occupation	<i>Field not completed.</i>
Occupation Phone Number	<i>Field not completed.</i>
Party Affiliation	Indepedent
Registered Voter	Yes
Name of the Board You Wish to Apply For:	Commission on Aging
Appointment	Reappointment
Please outline your qualifications and how you feel you would contribute to the committee or commission:	Education: Graduate, Enfield High School; B.S. Mathematics, Springfield College. Career Credentials: CFA - Chartered Financial Analyst; FRM - Financial Risk Manager. Current Credentials: Trained and CT State certified 1.) CHOICES Counselor 2.) Senior Medicare Patrol Counselor. (helping people with Medicare, and Medicare Fraud prevention education.) Current COA Activities: Board Secretary,

Symposium Committee, Transportation, Housing and Socialization Focus Group member, Senior TV committee member, Long Term Support Services state grant COA Liaison, Transportation Survey - Research & Technical consultant. If reappointed, I would continue to work with the group of outstanding individuals - volunteers, leadership, staff and professionals - that are intelligently addressing issues critical to the betterment of Enfield. Sincerely, Will St George  
10/26/2016

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Have you ever served on a Board, Commission or Agency in Enfield or elsewhere?

Yes

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If so, please state name of board, commission or agency and time server:

Commission On Aging 1/1/14 to 12/31/16 Area 25 Cable TV Advisory Board (prior service) Enfield Congregational Church - various Boards @ 2005 - 2013 ROEH (Residents of Enfield Housing) Board @ 2006 3 yrs

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If this is a reappointment, please list the number of meetings attended during the last 12 months:

11 regular meetings, 1 special meeting, and at least 10 sub-committee meetings

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If the committee or commission which you requested has no more vacancies, would you consider appointment to another committee or commission?

Yes

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## McCarthy, Debra

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**From:** noreply@civicplus.com  
**Sent:** Tuesday, November 29, 2016 11:45 AM  
**To:** McCarthy, Debra  
**Subject:** Online Form Submittal: Application for Vacancy on Boards, Agencies & Commissions

### Application for Vacancy on Boards, Agencies & Commissions

Date	11/29/2016
First and Last Name	Donna Dubanoski
Address	23 Betty Rd
City	Enfield
State	CT
Zip	06082
Phone Number	860-745-5827
Second Phone:	860-670-3296
Email	ddubanoski@aol.com
Occupation	Realtor
Occupation Phone Number	860-670-3296
Party Affiliation	Republican
Registered Voter	Yes
Name of the Board You Wish to Apply For:	Board of Assessment Appeals
Appointment	Reappointment
Please outline your qualifications and how you feel you would contribute to the committee or commission:	As a member of the board for the last 3 years I feel that I have the knowledge to continue to Chair the board. My 17+ years of real estate background is a advantage for me to understand the assessments in town.

Have you ever served on a Board, Commission or Agency in Enfield or elsewhere?

Yes

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If so, please state name of board, commission or agency and time server:

Board of Assessment Appeals, 2013-2016

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If this is a reappointment, please list the number of meetings attended during the last 12 months:

All meetings were scheduled 4 in April and 3 in September total of 7 Meetings attended them all.

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If the committee or commission which you requested has no more vacancies, would you consider appointment to another committee or commission?

No

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RECEIVED  
ENFIELD TOWN CLERK  
2016 NOV 29 AM 8:51

Scott M. Ellis

1 Guild Street

Re: Resignation from JFK Pre-Referendum Committee / Secretary

Committee Chair & Members:

Good Evening, regretfully I am corresponding to tender my resignation as Secretary and voting elector/member of the JFK Pre-Referendum Committee. Due to personal circumstances, unforeseen at the time of my appointment, I am unable to continue to discharge the duties required of committee members. I thank all the members for their ongoing professionalism and dedication to the task at hand, and offer my sincerest best wishes for the eventual success of the committee, and the passage of a referendum.

Respectfully

Scott M. Ellis

NOVEMBER 26, 2016

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*R. Indefante*