



**AGENDA  
ENFIELD TOWN COUNCIL  
SPECIAL VIRTUAL MEETING**

**Wednesday, April 15, 2020 – 5:00 PM**

**[Available Live on YouTube](#)**

**<https://www.youtube.com/watch?v=mptkNruWlzw>**

**The meeting will also be aired on ETV- Channel 16 the following evening.**

- 1. Roll Call**
- 2. Budget Presentation**
- 3. Discussion/Resolution:** Resolution to Transfer Funds for Legal Fees \$125,000.
- 4. Discussion/Resolution:** Request for Transfer of Funds for Community Gardens \$35,000.
- 5. Discussion/Resolution:** Resolution authorizing Social Services to Establish a Revenue Account to Utilize Funds for the Procurement of Meals to Seniors During COVID-19.
- 6. Adjournment**



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# TOWN OF ENFIELD

March 10, 2020

Honorable Member  
Enfield Town Council  
Enfield, Connecticut

**Subject: Resolution to Transfer Funds for Legal Fees - \$125,000**

Councilors:

**Highlights:**

- The Town is currently in arbitration with the Police Union regarding its collective bargaining agreement.
- Legal services for the arbitration are provided by Shipman and Goodwin and estimated to be \$100,000.
- Effective January 1, 2020, the Town retained the services of James Tallberg to serve as Town Attorney due to the retirement of the previous Town Attorney.
- The FY2020 budget included an amount for outside attorney fees but will need to be increased by \$25,000 for the Town Attorney fees.

**Budget Impact:**

There will be no budget impact from this request.

**Recommendation:**

I recommend that the Town Council approve the attached resolution.

Respectfully Submitted,

John A. Wilcox  
Director of Finance

**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: Town Attorney**

Legal Fees	10130000-533200	\$125,000
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**FROM: Unallocated Charges**

Contingency	10800092-584000	\$125,000
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**CERTIFICATION:** I hereby certify that the above-stated funds are available as of March 10, 2020.

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

3/12/2020  
Date: \_\_\_\_\_

**APPROVED BY:**   
\_\_\_\_\_  
Christopher Bromson, Town Manager

3/13/20  
Date: \_\_\_\_\_



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# TOWN OF ENFIELD

April 6, 2020

Honorable Member  
Enfield Town Council  
Enfield, Connecticut

**Subject: Request to Transfer Funds for the Community Garden Project \$35,000**

**Highlights:**

- The existing community garden is located on Main Street and has 30 garden plots. Each year, due to the popularity of the garden, we have a a waiting list for plots.
- The Town has identified two locations for new community gardens to add approximately 60 garden beds for planting.
- One will be located at the Central Library on Middle Road and the other will be located on 2 Chapel Street in downtown Thompsonville.
- This transfer of \$35,000 will provide for the building of the new garden beds, fencing, sheds, soil, hoses, landscaping, grading, sitework, and other miscellaneous garden supplies.
- Work to create the garden will be done by the Town's Department of Public Works once weather permits.

**Budget Impact:**

There is no budget impact.

**Recommendation:**

I recommend that the Enfield Town Council approve the attached transfer.

Respectfully Submitted,

Kasia Purciello  
Assistant Town Manager

**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: Community Development**

Other Supplies/Materials	10606600-561900	\$35,000
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**FROM: Unallocated Charges**

Contingency	10800092-584000	\$35,000
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**CERTIFICATION:** I hereby certify that the above-stated funds are available as of April 13, 2020.

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

4/13/2020  
Date:

APPROVED BY:   
\_\_\_\_\_  
Christopher Bromson, Town Manager

4/14/2020  
Date:



# TOWN OF ENFIELD

April 6, 2020

Honorable Members  
Enfield Town Council  
Enfield, Connecticut

**Subject: Resolution Authorizing Social Services to Establish a Revenue Account and to Utilize Funds for the Procurement of Meals to Seniors during the COVID-19 Pandemic**

Councilors:

**Highlights:**

- The Town Manager's Office has received requests from residents to donate funds to the Town for needs associated with the COVID-19 pandemic.
- Donations accrued in this account will be used for procuring meals for Seniors should CRT cease operations. If that cost is below the total level of funding in the account, the remainder of the funds will be used for COVID-related expenses and to offset any costs incurred by Neighborhood Services.
- Currently, Community Renewal Team (CRT) operates Meals on Wheels out of the Senior Center. Volunteers are utilized to deliver meals to approximately 63 residents.
- CRT also provides 9 Congregate Meals to the Senior Center, delivered on Mondays.
- Through Social Services, CRT provides approximately 40 meals to Mark Twain residents.
- In the event that CRT were to cease providing meals, this fund will allow the Town to continue providing meals for those in need.

**Budget Impact:**

There is no budget impact.

**Recommendation:**

It is recommended that the Town Council adopt the attached resolution.

Respectfully Submitted,

Kasia Purciello  
Assistant Town Manager

**Attachments:**

1. Resolution

**ENFIELD TOWN COUNCIL  
RESOLUTION NO. \_\_\_\_\_**

**Resolution Authorizing Social Services to Establish a Revenue Account  
and to Utilize Funds for the Procurement of Meals to Seniors  
During the COVID-19 Pandemic**

**WHEREAS**, the Community Renewal Team (CRT) operates the Meal on Wheels program out of the Town of Enfield Senior Center and delivers meals to approximately 63 residents.

**WHEREAS**, CRT also provides 40 meals to Mark Twain residents and 9 meals to Enfield residents through the Town of Enfield Congregate Living Division of Social Services.

**WHEREAS**, The Enfield Town Council and the Town Manager's Office have received requests from citizens and businesses to establish a fund to be used to continue these meals should the CRT be unable to provide them.

**NOW THEREFORE BE IT RESOLVED**, The Enfield Town Council authorizes the Town Manager's Office to establish the revenue account 22046139-417050 for the COVID-19 Relief Fund.

**BE IT FURTHER RESOLVED**, any donations received for the COVID-19 Relief account be appropriated for expenditure on meals to replace any that the CRT may be unable to provide and that any funds not expended at the end of each fiscal year be re-appropriated in the following fiscal year until such funds are exhausted.

**BE IT FURTHER RESOLVED**, any donations that are not needed to replace meals provided by the CRT may be used to provide other assistance to residents harmed by the COVID-19 pandemic.

**BE IT FURTHER RESOLVED**, that any funds not spent on COVID-19 Relief after 18 months may be used to offset expenses of the Neighborhood Services Division of Social Services.

Prepared by: Town Manager's Office  
Date Prepared: April 6, 2020