



**AGENDA
ENFIELD TOWN COUNCIL
SPECIAL VIRTUAL MEETING**

Monday, June 15, 2020

Immediately Following Water Pollution Control Meeting

Available Live on YouTube
<https://youtu.be/R9aT5-6cCRA>

1. Roll Call

2. Executive Session

Real Estate Negotiation

- 59 Garden Street
- 92 Post Office Road
- 75 Oliver Road

3. **Consent Agenda – Review

A. **Discussion/Resolution: Request for Transfer of Funds for the Family Resource Center \$1,530.

B. **Discussion/Resolution: Request for Transfer of Funds for Youth Services Amplify Grant \$2,780.

4. Discussion/Resolution: Resolution to Appoint Firm to Audit Fiscal Year 2019-2020 Financial Statements.

5. Discussion/Resolution: Resolution Cancelling Selected Regular Meetings in July and August of 2020.

6. Discussion/Resolution: Resolution Authorizing the Town Manager to Sign a Memorandum of Agreement with State of Connecticut Department of Emergency Services.

7. Discussion/Resolution: Resolution Authorizing the Town Manager to Sign Grant Application and enter into Agreement with the Connecticut Department of Transportation.

8. Discussion/Resolution: Resolution Authorizing the Town Manager to apply for a Grant and enter into an agreement with Amplify, Inc. for FY 2020-2021.

9. Discussion/Resolution: Resolution Authorizing the Town Manager to Sign a Real Estate Purchase Contract on behalf of the Town of Enfield for 2 Broad Brook Road.

10. Discussion/Resolution: Resolution Authorizing the Town Manager to Sign a Declaration of Restrictive Covenants for 2 Broad Brook Road.

11. Discussion/Resolution: Resolution Regarding the Referral to the Planning and Zoning Commission for the Acceptance of Streets Constructed as Part of the River Overlook Subdivision.

12. Discussion/Resolution: Resolution Regarding the Referral to the Planning and Zoning Commission for the Acceptance of Streets Constructed as Part of the River Meadows II

Subdivision.

13. Discussion/Resolution: Resolution Regarding Setting Public Hearing for Neighborhood Assistance Act.

14. Discussion/Resolution: Resolution Authorizing the Town Manager to Extend the Agreement with Century 21 AllPoints Realty.

15. Discussion: Insurance Renewal

16. Adjournment



TOWN OF ENFIELD

June 15, 2020

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolution authorizing the transfer of additional funds from the State Department of Education for the Family Resource Center \$1,530

Highlights:

- The Family Resource Center (FRC) Grant received an additional \$1,530 in funds from the State Department of Education.
- Funds will be transferred to the salary account to cover a portion of the Parent Educator's hours.

Budget Impact:

There is no impact to the budget.

Recommendation:

The Town Council adopts the attached Resolution.

Respectfully Submitted,

Cynthia Guerri
Director of Social Services

Attachment:

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: Family Resource Center

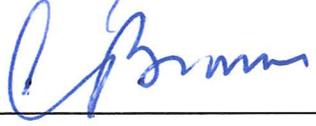
Certified Salaries	22046015 511100	\$1,422
Social Security	22046015 522000	\$88
Medicare	22046015 522100	\$20

FROM: Family Resource Center

Family Resource Center Grant	22044470 460150	\$1,530
------------------------------	-----------------	---------

CERTIFICATION: I hereby certify that the above-stated funds are available as of 5/27/2020.


John Wilcox, Director of Finance

APPROVED BY:  _____ Town Manager

Date: 6/5/20



TOWN OF ENFIELD

June 15, 2020

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Request for Transfer of Funds for Youth Services Amplify, Inc Grant \$2,780

Councilors:

Highlights:

- This transfer from Field Trip to Instructional Supplies and Material & Supplies will fund a substance misuse prevention curriculum for youth and classroom supplies
- The purpose of these funds will be to provide a class for youth who have been referred for substance use including a new section on e-cigs and vaping.
- This curriculum will be used for all youth referred to the JRB, Expulsion and from SRO's and School Administration due to substance use
- This transfer has been approved by Amplify, Inc.

Budget Impact:

There is no budget impact.

Recommendation:

That the Town Council adopt the attached resolution.

Respectfully Submitted,

Cindy Guerreri
Director of Social Services

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: Youth Services Amplify, Inc. Grant

Instructional Supplies	22046017 - 561100	\$2,000
Material & Supplies	22046017 - 561900	\$780

FROM: Youth Services Amplify, Inc. Grant

Field Trip	22046017- 532400	\$2,780
------------	------------------	---------

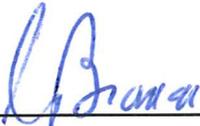
CERTIFICATION: I hereby certify that the above-stated funds are available as of May 25, 2020.



John Wilcox, Director of Finance

4/8/2020

Date:

APPROVED BY:  _____ Town Manager

Date: 6/10/20



TOWN OF ENFIELD

June 8, 2020

Honorable Members
Enfield Town Council
Enfield, Connecticut

Subject: **Resolution to appoint firm to audit fiscal year 2019-2020 Financial Statements**

Councilors:

Highlights:

- Chapter III, Section 11 of the Town Charter requires the Town Council to annually appoint independent accountants to audit the books and accounts of the Town
- The November 2014 charter revision limits the term of appointment for auditors to 3 years
- The Finance Department issued a request for proposals for audit services in April 2019
- Blum, Shapiro & Company was the winning bidder and performed the FY19 audit.

Recommendation:

Adoption of the attached resolution to designate Blum, Shapiro & Company to audit the books and accounts of the Town for the period ended June 30, 2020. Adoption of the resolution will be for the first year of the three-year term.

Respectfully Submitted,

John A. Wilcox
Director of Finance

Attachments:

1. Resolution

ENFIELD TOWN COUNCIL
RESOLUTION NO. _____

**RESOLUTION TO DESIGNATE AN INDEPENDENT AUDITOR TO AUDIT THE
BOOKS AND ACCOUNTS OF THE TOWN OF ENFIELD**

WHEREAS, Chapter III, section 11 of the Town Charter states the council shall annually designate an independent public accountant or firm to audit the books and accounts of the Town and

WHEREAS, The Director of Finance solicited and reviewed bids for such services and therefore recommends the appointment of the audit firm Blum, Shapiro & Company to audit the town's accounts for fiscal years ending 2019, and for the subsequent fiscal years ending 2020 and 2021 in accordance with the following fee schedule:

Year 1	\$66,500
Year 2.....	\$68,150
Year 3.....	\$69,825

NOW THEREFORE, BE IT RESOLVED, that the Enfield Town Council does hereby designate the audit firm Blum, Shapiro & Company to audit the town's accounts for the fiscal year ending June 30, 2020, in accordance with the above recommendation, and for the subsequent fiscal years as stated above, subject to the annual designation by the Town Council.

Date Prepared: June 8, 2020
Prepared by: Finance Director's Office

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

**Resolution Cancelling Selected Regular Meetings
in July and August of 2020**

RESOLVED, that the Enfield Town Council does hereby cancel the Regular Meetings of the Council scheduled for July 20, 2020 and August 17, 2020.

Prepared by: Town Manager's Office
Date: June 4, 2020



TOWN OF ENFIELD

June 15, 2020

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolution Authorizing the Town Manager to Sign a Memorandum of Agreement with State of Connecticut Department of Emergency Services.

Councilors:

Highlights:

- Capital Region Council of Governments receives federal grant money from the State Department of Emergency Services and Public Protection. This grant provides funding for 6 regional set aside projects: Regional Collaboration, CT Intelligence Ctr., Metro Medical Response Team, Citizen Corps (CERT) and Medical preparation Response
- Last year the Town Council authorized the CRCOG MOU to share in the pass through funds from DEMHS. This year the pass through funds retained by DEMHS total 1,473,804 for the support of Regional programs.
- We are again requesting that the Town Council approve the CRCOG MOU in order to have continued participation in the CRCOG supported regional programs.

Budget Impact:

This MOU partially reduces the local tax burden to support all regional projects that the Town is involved within the Capitol Region

Recommendation:

It is recommended that the Town Council adopt the attached resolution at their June 15, 2020 meeting.

Respectfully Submitted,

Steven M. Hall
Director, Emergency Management

Attachments:

1. Resolution

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

**Resolution Authorizing the Town Manager to Sign a Memorandum of Agreement
Regarding the Use of Federal Homeland Security Grant Funds
to Support Regional Set-Aside Projects**

WHEREAS, CRCOG receives federal grant money from the State of Connecticut Department of Emergency Services and Public Protection; and

WHEREAS, this grant provides funding for six regional set aside projects: Regional Collaboration, CT Intelligence Ctr., Metro Medical Response Team, Citizen Corps (CERT) and Medical Preparation Response.

RESOLVED, that the Town Manager, Christopher W. Bromson, is authorized to sign the above referenced Memorandum of Agreement with the State of Connecticut Department of Emergency Services and Public Protection, the Capitol Region Council of Governments and the Region 3 Regional Emergency Planning Team, and to affix the Corporate Seal, in the name and on behalf of the Town of Enfield subject to review and approval by the Town Attorney.

Submitted: June 8, 2020
Submitted by: Steven M. Hall
Director, Emergency Management



TOWN OF ENFIELD

June 7, 2020

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolution Authorizing the Town Manager to Sign Grant Applications and enter into Agreement with the CT Department of Transportation Grants for FY21

Highlights:

- CT Department of Transportation annually provides Federal 5310 grant monies for both capital equipment and operations to the Town of Enfield Social Services for intra-town transportation services and buses.
- –Dial-a-Ride and Magic Carpet
- Social Services is in the process of preparing the two grant applications for FY 21, due June 24, 2020:
 - Dial-a-Ride (DAR) - \$105,000; Magic Carpet (MC) Fixed Route - \$649,000
- The DAR application is for purchase of 2 new buses at an approximate cost of \$66,000 each, or \$132,000. The remaining cost of \$27,000 will be paid out of the Senior Citizen Bus Committee fund
- There are currently nine (9) vehicles in the Social Services Transportation fleet; of those, four have over 100,000 miles. If awarded, these buses will replace the 2 vehicles with the highest mileage/highest repair costs.
- There are 250 DAR clients, with over 6,240 rides provided annually to medical appointments, grocery and other shopping, and dialysis treatments.
- The Fixed Route application is for administration and operations of the MC bus services. In 2019 there were 36,200 rides provided intra-Enfield each year. The grant covers 100% of costs.

Budget Impact:

The budget impact will be on the Senior Citizen Bus Committee Fund which has a current balance of \$81,395.

Recommendation:

The Town Council approve the attached Resolution.

Respectfully Submitted,

Cindy Guerreri
Director of Social Services

Attachment:

1. Resolution

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

**Resolution Authorizing the Town Manager to Apply for the Federal 5310 Program
Monies through the Connecticut Department of Transportation for FY 21, and
Enter Into Agreement**

WHEREAS, The Connecticut Department of Transportation (DOT) provides several grants to the Department of Social Services annually; and

WHEREAS, The Department of Social Services is in the process of preparing the FY 21 grant applications to the DOT for funds that will be available to the Town of Enfield for capital, administrative and operational costs.

RESOLVED, that the Town Manager, Christopher W. Bromson, is authorized to sign and submit the grant applications, and enter into Agreement with the CT DOT upon award, subject to review and approval by the Town Attorney, in the name and on behalf of the Town of Enfield with the DOT and to affix the Corporate Seal.

Date Submitted: June 7, 2020
Submitted by: Cindy Guerreri, Director of Social Services



TOWN OF ENFIELD

June 5, 2020

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolution Authorizing the Town Manager to apply for a Grant and enter into an agreement with Amplify, Inc. (formerly ERASE – East of the River Action for Substance Abuse Elimination, INC.) for Fiscal Year 2020-2021

Highlights:

- The Youth and Family Services has been invited to apply for the local prevention council grant for Fiscal Year 2020-21.
- The grant application is due June 30, 2020.
- The grant will fund an emerging State concern over the rise in youth vaping. This grant will support communities to address the vaping problem through proven strategies known to reduce youth misuse of substances and prevent addiction.
- The renewal grant is expected to be \$7,141

Budget Impact:

There is no budget impact.

Recommendation:

That the Town Council adopt the attached Resolution.

Respectfully Submitted,

Cindy Guerreri
Director of Social Services

Attachment:

1. Resolution

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

Resolution Authorizing the Town Manager to apply for a Grant and enter into an Agreement with Amplify, Inc for Youth Services for Fiscal Year 2020-2021

WHEREAS, Amplify, Inc. provides funding to the Youth Services Division and

WHEREAS, Youth Services is in the process of submitting a grant application to Amplify, Inc. for funds that will be available to the Town in Fiscal Year 2020-21.

RESOLVED, that the Town Manager, Christopher W. Bromson, is authorized to sign, submit the grant application, and enter into agreement if awarded, subject to review and approval by the Town Attorney, in the name and on behalf of the Town of Enfield with Amplify, Inc. and to affix the Corporate Seal.

Submitted: June 5, 2020

Submitted by: Cindy Guerrerri, Director of Social Services



TOWN OF ENFIELD

May 21, 2020

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolution Authorizing the Town Manager to Sign a Real Estate Purchase Contract on Behalf of the Town of Enfield for the Sale of 2 Broad Brook Road

Resolution Authorizing the Town Manager to Sign a Declaration of Restrictive Covenants for 2 Broad Brook Road

Councilors:

Highlights:

- This property was put on the market by Century 21 AllPoints Realty on behalf of the Town.
- The purchase will enable the redevelopment of this site and increase revenues for the Town.
- As part of any proposed conveyance of this property, a Declaration of Restrictive Covenants will be placed on this property to ensure that this historic structure is preserved by placing exterior restrictions on the building.

Budget Impact:

There is no budget impact.

Recommendation:

That the Town Council adopt the attached Resolutions.

Respectfully Submitted,

Nelson Tereso
Deputy Director of Economic & Community Development

Attachments:

1. Resolution (2)

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

Resolution Authorizing the Town Manager to Sign a Real Estate Purchase Contract on Behalf of the Town of Enfield for the Sale of 2 Broad Brook Road

WHEREAS, the Town of Enfield owns the property known as 2 Broad Brook Road; and
WHEREAS, pursuant to Conn. Gen. Stat. §8-24, the Planning and Zoning Commission, at its April 9, 2020 meeting, made a favorable recommendation to sell the property; and

WHEREAS, pursuant to Conn. Gen. Stat. §7-163e, the Town Council held a public hearing on February 18, 2020 regarding the proposed sale of the property; and

WHEREAS, the Town listed the property for sale.

NOW, THEREFORE, BE IT RESOLVED that Christopher W. Bromson, Town Manager, or his designee, is authorized to sign the Real Estate Purchase Contract, on behalf of the Town of Enfield, for the sale of 2 Broad Brook Road to American Rehab, LLC.

BE IT FURTHER RESOLVED, that Christopher W. Bromson, Town Manager, or his designee, is authorized to sign all documents, including the deed, on behalf of the Town of Enfield, pertaining to the sale of the property to American Rehab, LLC, subject to review and approval by the Town Attorney.

Date Prepared: May 21, 2020
Prepared By: Office of Community Development

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

Resolution Authorizing the Town Manager to Sign a Declaration of Restrictive Covenants for 2 Broad Brook Road

- WHEREAS**, the Town of Enfield owns the property known as 2 Broad Brook Road; and
- WHEREAS**, the structure located on this property, which was built in 1850, is considered a significant historic resource by the Town of Enfield; and
- WHEREAS**, the purpose of this Declaration is to preserve and maintain the exterior features of the building on the premises predominantly in its original, historic condition; and
- WHEREAS**, no activity shall be undertaken that will alter or adversely affect the appearance, materials, and workmanship of the specified exterior portions of the building indicated in this Declaration; and
- WHEREAS**, these restrictions are to run with the land and shall be binding upon the declarant, its successors and assigns, and shall inure to the benefit of the general public and the inhabitants of the Town of Enfield in perpetuity.
- NOW, THEREFORE, BE IT RESOLVED** that Christopher W. Bromson, Town Manager, is authorized to sign the Declaration of Restrictive Covenants on behalf of the Town of Enfield.

Date Prepared May 21, 2020
Prepared By: Office of Community Development



TOWN OF ENFIELD

June 8, 2020

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolution Regarding the Referral to the Planning and Zoning Commission for the Acceptance of Streets Constructed as Part of the River OverLook Subdivision

Councilors:

Highlights:

- River Overlook was approved as a 31 subdivision on January 30, 2006 by the Planning and Zoning Commission
- A condition of approval was the conveyance to the Town of Enfield public improvements including streets and related drainage, sewer conveyance easements
- The Director of Public Works has completed his review of the street known as Riverview Street and First Settlers Row and confirms that it complies with Town standards
- Before Town Council can accept Riverview Street and First Settlers Row, it first must seek a referral from the Planning and Zoning Commission, in conformance with Connecticut General Statutes §8-24
- Residents of Riverlook Subdivision finally have a completed street

Budget Impact:

No budget impact

Recommendation

It is recommended that Council adopt the attached Resolutions referring the acceptance of Riverview Street and First Settlers Row to the Planning and Zoning Commission in conformance with the requirements of Connecticut General Statute §8-24.

Respectfully Submitted,

Chris Bromson
Town Manager

Attachments:

1. Resolution
2. Public Works Department Checklist for Acceptance of Streets

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

**Resolution Regarding the Referral to the Planning and Zoning Commission
for the Acceptance of Streets Constructed as Part of the River Overlook
Subdivision**

WHEREAS, the Enfield Planning and Zoning Commission by vote taken on January 30, 2006 approved a subdivision known as River Overlook Subdivision (P.H. #2479); and

WHEREAS, as a condition of approval, the developer was required to convey to the Town the streets known as First Settlers Row, along with related drainage and sewer easements and required open space, within said subdivision; and

WHEREAS, the Director of Public Works confirmed that First Settlers Row complied with Town standards and is therefore suitable for acceptance as a Town street; and

WHEREAS, pursuant to the requirements of Connecticut General Statute §8-24, acceptance of a Town street 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 acceptance of First Settlers Row to the Planning and Zoning Commission for a report in conformance with the requirements of Connecticut General Statute §8-24.

Date Prepared: June 8, 2020
Prepared by: Development Services

PUBLIC WORKS DEPARTMENT
CHECKLIST REPORT FOR ACCEPTANCE OF STREETS

NAME OF STREET First Settlers Row

- | | | |
|-----|--------------------------|-------------------------------------|
| 1. | Street Grading and Base | <u>OK</u> |
| 2. | Final Grading | <u>OK</u> |
| 3. | Curbs and Gutters | <u>OK</u> |
| 4. | Sidewalks | <u>NA</u> |
| 5. | Street Signs | <u>OK</u> |
| 6. | Monuments | <u>OK</u> |
| 7. | Sanitary Sewers | <u>OK</u> |
| 8. | Storm Sewers | <u>OK</u> |
| 9. | Fire Hydrants | <u>OK</u> |
| 10. | Street Trees | <u>OK</u> |
| 11. | Cul-de-sac | <u>OK</u> |
| 12. | Grade of Road | Minimum <u>2%</u> Maximum <u>8%</u> |
| 13. | Open Space Documentation | <u>NA</u> |
| 14. | Final Profile | <u>OK</u> |
| 15. | Final Plan | <u>OK</u> |
| 16. | <u>Deed for Street</u> | <u>OK</u> |

Recommend Acceptance Date: 1/23/2020  Director of Public Works

Referred to Planning & Zoning Date: _____ Town Clerk

Approved by Planning & Zoning Date: _____ Town Planner

Final Acceptance by Council Date: _____ Resolution Number _____



TOWN OF ENFIELD

June 8, 2020

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolution Regarding the Referral to the Planning and Zoning Commission for the Acceptance of Streets Constructed as Part of the River Meadows II Subdivision

Councilors:

Highlights:

- River Meadows II Subdivision was approved as a subdivision at the February 1, 2007 Planning and Zoning Commission Meeting
- A condition of approval was the conveyance to the Town of Enfield public improvements, including streets and related drainage, sewer easements and open space
- The Director of Public Works has completed his review of the streets known as Rivercliff Land and Meetinghouse Lane and confirms that it complies with Town standards
- Before Town Council can accept Rivercliff and Meetinghouse Lanes, it first must seek a referral from the Planning and Zoning Commission, in conformance with Connecticut General Statutes §8-24
- Residents of River Meadows II Subdivision finally have a completed street

Budget Impact:

No budget impact

Recommendation

It is recommended that Council adopt the attached Resolutions referring the acceptance of Rivercliff and Meetinghouse Lanes to the Planning and Zoning Commission in conformance with the requirements of Connecticut General Statute §8-24.

Respectfully Submitted,

Laurie Whitten
Director of Development Services

Attachments:

1. Resolution
2. Public Works Department Checklist for Acceptance of Streets

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

**Resolution Regarding the Referral to the Planning and Zoning Commission
for the Acceptance of Streets Constructed as Part of the
River Meadows II Subdivision**

WHEREAS, the Enfield Planning and Zoning Commission by vote taken on February 1, 2007 approved a subdivision known as River Meadows II Subdivision (P.H. #2526); and

WHEREAS, as a condition of approval, the developer was required to convey to the Town the streets known as Rivercliff Lane and Meetinghouse Lane, along with related drainage and sewer easements and required open space, within said subdivision; and

WHEREAS, the Director of Public Works confirmed that Rivercliff Lane and Meetinghouse Lane complied with Town standards and are therefore suitable for acceptance as Town streets; and

WHEREAS, pursuant to the requirements of Connecticut General Statute §8-24, acceptance of a Town street must be referred to the Enfield Planning and Zoning Commission for a report.

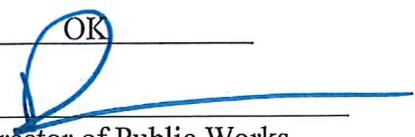
NOW, THEREFORE, BE IT RESOLVED that the Enfield Town Council does hereby refer the proposed acceptance of Rivercliff Lane and Meetinghouse Lane to the Planning and Zoning Commission for a report in conformance with the requirements of Connecticut General Statute §8-24.

Date Prepared: June 8, 2020
Prepared by: Development Services

PUBLIC WORKS DEPARTMENT
CHECKLIST REPORT FOR ACCEPTANCE OF STREETS

NAME OF STREET Meetinghouse Lane

- | | | |
|-----|--------------------------|-------------------------------------|
| 1. | Street Grading and Base | <u>OK</u> |
| 2. | Final Grading | <u>OK</u> |
| 3. | Curbs and Gutters | <u>OK</u> |
| 4. | Sidewalks | <u>OK</u> |
| 5. | Street Signs | <u>OK</u> |
| 6. | Monuments | <u>OK</u> |
| 7. | Sanitary Sewers | <u>OK</u> |
| 8. | Storm Sewers | <u>OK</u> |
| 9. | Fire Hydrants | <u>OK</u> |
| 10. | Street Trees | <u>OK</u> |
| 11. | Cul-de-sac | <u>OK</u> |
| 12. | Grade of Road | Minimum <u>1%</u> Maximum <u>1%</u> |
| 13. | Open Space Documentation | <u>NA</u> |
| 14. | Final Profile | <u>OK</u> |
| 15. | Final Plan | <u>OK</u> |
| 16. | Deed for Street | <u>OK</u> |

Recommend Acceptance Date: 1/23/2020  Director of Public Works

Referred to Planning & Zoning Date: _____
Town Clerk

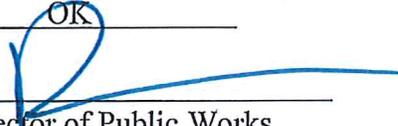
Approved by Planning & Zoning Date: _____
Town Planner

Final Acceptance by Council Date: _____ Resolution Number _____

PUBLIC WORKS DEPARTMENT
CHECKLIST REPORT FOR ACCEPTANCE OF STREETS

NAME OF STREET Rivercliff Lane

- 1. Street Grading and Base OK
- 2. Final Grading OK
- 3. Curbs and Gutters OK
- 4. Sidewalks OK
- 5. Street Signs OK
- 6. Monuments OK
- 7. Sanitary Sewers OK
- 8. Storm Sewers OK
- 9. Fire Hydrants OK
- 10. Street Trees OK
- 11. Cul-de-sac OK
- 12. Grade of Road Minimum 1% Maximum 1%
- 13. Open Space Documentation NA
- 14. Final Profile OK
- 15. Final Plan OK
- 16. Deed for Street OK

Recommend Acceptance Date: 1/23/2020  Director of Public Works

Referred to Planning & Zoning Date: _____ Town Clerk

Approved by Planning & Zoning Date: _____ Town Planner

Final Acceptance by Council Date: _____ Resolution Number



TOWN OF ENFIELD

June 3, 2020

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolution Setting a Public Hearing for the 2020 Neighborhood Assistant Act

Councilors:

Highlights

- The Neighborhood Assistance Act (NAA) is a State program which allows non-profit organizations and government agencies to solicit private sector enterprises for donations to support specific community service projects.
- In return, those businesses can claim a State business tax credit. In order for a specific community service project to be eligible for the State business tax credit, an application must first be submitted from the sponsoring organization to the Enfield Town Council for approval.
- Council-sanctioned applications are subsequently forwarded to the State Department of Revenue Services for final approval.
- Over forty agencies received information about the Neighborhood Assistance Act program and one business has applied for three different projects

Budget Impact:

None

Recommendation:

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

Respectfully Submitted,

Christopher W. Bromson
Town Manager

Attachments:

1. Resolution

**ENFIELD TOWN COUNCIL
RESOLUTION NO. _____**

Resolution Regarding Setting Public Hearing for Neighborhood Assistance Act

WHEREAS, the Town Council of the Town of Enfield values the opinions and comments of its constituents; and

WHEREAS, any elector or taxpayer may have an opportunity to be heard regarding the 2020 Neighborhood Assistance Act proposals; and

WHEREAS, the Town Council shall conduct a virtual public hearing Monday July 6, 2020, at a time to be determined; and

WHEREAS, due to the public health emergency, public speaking will be by written testimony only and electors or taxpayers may submit written testimony stating name and address to PHComments@enfield.org by 5:00 p.m. on Monday, June 29, 2020; and

WHEREAS, all public comment received from any Enfield electors or taxpayers will be posted to a link provided at the Town's website at least 24 hours prior to the public hearing; now, therefore;

BE IT RESOLVED, that the order of business of the Neighborhood Assistance Act hearing be arranged follows:

1. Mayor will recite the gross number of public comments received, memorializing the fact that they were received by email in accordance with procedures provided by Governor Lamont's Executive Order 7B, issued March 14, 2020 and Executive Order 7I, issued March 21, 2020.
2. After documenting receipt and review of public comment, the record for the public hearing will be closed.

Date Prepared: June 8, 2020
Prepared By: Town Manager's Office



TOWN OF ENFIELD

June 10, 2020

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolution Authorizing the Town Manager to Extend the Agreement with Century 21 AllPoints Realty

Councilors:

Highlights:

- The Town previously issued an RFP/RFQ for real estate agency services
- The Town selected Century 21 AllPoints Realty to provide the Town with real estate agency services.
- The term of this contract commenced on July 2, 2019 and shall expire on June 30, 2020.
- At the option of the Town of Enfield, subsequent one year renewals may be available for two additional years as set forth in the Request for Qualifications and Proposals referenced in the agreement.
- The total contract period, including all renewals, shall not exceed thirty-six (36) months.

Budget Impact:

There is no budget impact.

Recommendation:

That the Town Council adopts the attached resolution

Respectfully Submitted,

Nelson Tereso
Deputy Director of Economic & Community Development

Attachments:

1. Resolution
2. Agreement

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

**Resolution Authorizing the Town Manager to
Extend the Agreement with Century 21 AllPoints Realty**

RESOLVED, that the Enfield Town Council authorizes the Town Manager to extend the existing Agreement with Century 21 AllPoints Realty for up to two additional years.

Prepared by: Nelson Tereso,
Deputy Director of Economic & Community Development

Date Prepared: June 10, 2020

**AGREEMENT BY AND BETWEEN
THE TOWN OF ENFIELD AND CENTURY 21 ALLPOINTS REALTY
REAL ESTATE AGENCY SERVICES**

This Agreement is made this 2 day of July, 2019 by and between the Town of Enfield, a municipal corporation organized and existing under the laws of the State of Connecticut, with a principal office at 820 Enfield Street, Enfield, Connecticut 06082 (hereinafter referred to as the "Town") and Century 21 AllPoints Realty, a Connecticut (corporation/limited liability company/partnership) located at 71 Hazard Avenue, Enfield, Connecticut 06082 (Vendor).

The Town and Vendor enter into this Agreement whereby the Vendor shall provide to the Town Real Estate Agency Services.

The term of this Agreement shall commence on the date set forth above and shall continue for the period set forth in the Request for Qualifications and Proposals referenced below.

The terms and conditions of this Agreement are set forth in the following documents that are attached and made a part hereto and are incorporated by reference:

1. Request for Qualifications/ Request for Proposals entitled "Real Estate Agency Services"; and
2. The Standard Instructions entitled "Real Estate Agency Services"; and
3. Scope of Work and Qualifications entitled "Real Estate Agency Services" and
4. Proposal Form entitled "Real Estate Agency".

The Town may terminate this Agreement for convenience.

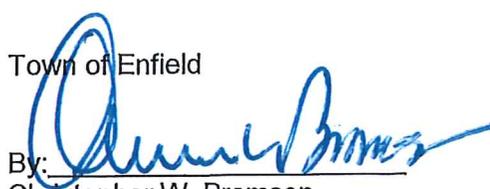
This Agreement cannot be altered, modified, amended or revised except by an instrument in writing signed by the Town and Vendor.

This Agreement shall be governed by the law of the State of Connecticut.

Century 21 AllPoints Realty

By: 
Gretchen Pfeifer-Hall
Realtor Associate

Town of Enfield

By: 
Christopher W. Bromson
Town Manager