AGENDA
ENFIELD TOWN COUNCIL
SPECIAL VIRTUAL MEETING

Monday, July 6, 2020
5 PM

Available Live on YouTube
https://youtu.be/fVtkEBxM9zc

PUBLIC HEARING- Neighborhood Assistance Act

1. **Roll Call**

2. **Minutes of Preceding Meetings**

   - **Special Meeting, March 2, 2020**
   - **Regular Meeting, March 2, 2020**
   - **Special Meeting, April 15, 2020**
   - **Special Meeting April 22, 2020**
   - **Special Meeting, May 6, 2020**
   - **Special Meeting, May 13, 2020**
   - **Special Meeting, May 20, 2020**
   - **Special Meeting, June 1, 2020**
   - **Special Meeting, June 15, 2020**

3. **Special Guests**

   - **CIRMA & USI**

4. ****Consent Agenda – Agenda**

   A. **Discussion/Resolution:** Request for Transfer of Funds for Development Services $2,500.

5. **Appointments- Town Council Appointed**

   A. **John F Kennedy Middle School Renovation Building Committee-** A Vacancy Exists for a Regular Member (D). Replacement is Indefinite**.**

   B. *****Inland Wetland and Watercourses Agency –** Vice Chairman -The Term of Office of Kevin Zorda (U) Expires 06/30/2020. Reappointment or Replacement Would be Until 06/30/2024.

   C. *****North Central District Health Department Board of Directors Enfield Representative-** The Term of Office of Shannon Grant Expires 06/30/2020. Reappointment or Replacement Would be until 06/20/2023.

6. **Discussion/Resolution:** Resolution to Authorize, Issue and Sell Town of Enfield General Obligation Refunding Bonds.

7. **Discussion/Resolution:** Request for Transfer of Funds for Community Development for Housing Rehabilitation $75,433.

8. **Discussion/Resolution:** Resolution Authorizing the Town Manager to Sign a Real Estate Contract for the Sale of 59 Garden Street.

9. **Discussion/Resolution:** Resolution Referring to the Planning and Zoning Commission the Proposed Conveyance of Town Owned Land.

10. **Discussion/Resolution:** Resolution Setting a Public Hearing for the Conveyance of Town Owned Land.

11. **Discussion/Resolution:** Resolution to Proceed to Final Design and Referendum of the Connecticut River Access Project.

12. **Discussion/Resolution:** Resolution to Authorize the Carry Forward of Unspent Funds for the United Way Suicide Prevention Grant.

13. **Discussion/Resolution:** Resolution Adopting the Adult and Community Social Worker Job Description.

14. **Discussion/Resolution:** Resolution Regarding the Acceptance of Streets Constructed as Part of the River OverLook Subdivision.

15. **Discussion/Resolution:** Resolution Regarding the Acceptance of Roads within River Meadows II Subdivision.

16. **Discussion/Resolution:** Resolution Authorizing the Town Manager to Submit an Application to the State of Connecticut for the 2020 Neighborhood Assistance Act.

17. **Discussion/Resolution:** Resolution Authorizing the Town Manager to Submit a Targeted Grant Application and Enter into Agreement with the CT State Library and Scanoptics for the Historic Documents Preservation Grant.

18. **Discussion:** Transfer Station

19. **Adjournment**

OFFICE OF THE TOWN MANAGER

Date: June 15, 2020

To: Michael Ludwick, Mayor

From: Christopher Bromson, 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 2020 NEIGHBORHOOD ASSISTANCE ACT

1. Roll Call.

2. **READ BY MAYOR**: Due to the COVID-19 public health emergency, and pursuant to Governor Lamont's Executive Orders, public comment on the proposed budget was receive by written testimony only. Electors or taxpayers submitted comments to an email address dedicated to receiving public comment on the 2020 Neighborhood Assistance Act: PHComments@enfield.org

3. All public comments received are posted on the Town's website under Town Council.

4. The Town received 0 public comments concerning the proposed Sewer Fees, which were shared with each member of the Town Council.

ENFIELD TOWN COUNCIL
MINUTES OF A SPECIAL MEETING
MONDAY, MARCH 2, 2020

A Special Meeting of the Enfield Town Council was called to order by Chairman Ludwick in the Council Chambers of the Enfield Town Hall, 820 Enfield Street, Enfield, Connecticut on Monday, March 2, 2020. The meeting was called to order at 5:45 p.m.

ROLL-CALL – Present were Councilors Bosco, Cekala, Hemmeler, Kiner, Ludwick, Mangini, Muller, Sferrazza, and Unghire. Councilors Riley and Szewczak were absent. Also present were Town Manager, Christopher Bromson; Assistant Town Manager, Kasia Purciello; Deputy Town Clerk, Karen Coolong; Town Attorney James Tallberg

OUTSIDE AGENCIES

KITE

Present were Chris Gomeau, Coordinator for KITE and Leann Beaulieu, Chairperson for KITE and the School Readiness Council

Ms. Gomeau stated KITE is Enfield's early childhood collaborative and serves as the Town's School Readiness Council. She noted as such, they oversee the School Readiness Grant application process and related reporting. She stated they work with Amy Morales from the Family Resource Center as their liaison to the School Readiness Council, and they value their partnership with the Town of Enfield.

She stated as the School Readiness Council they convene the monthly collaborative meetings. She explained that much of the work that KITE does in the Town of Enfield and how they delegate staff time in the KITE office is based off information that they get from the Town and School District.

Ms. Gomeau stated one example of the work that KITE does is in the area of young children's mental health based on the needs being seen by Enfield kindergarten teachers and early education providers. She noted the collaboration of schools, pediatric practices, providers and mental behavior specialists resulted in the identification of resources and development of systems to meet the needs of the growing number of children who are coming to school exhibiting challenging behavior as a result of being exposed to trauma and toxic stress.

She stated over the years, KITE has been able to bring pediatric practices together to share and communicate resources and ideas. She noted recently they formed the Enfield Early Childhood Mental Health Committee. She stated Dr. Calnen was recently at a Council meeting talking about Child First, a new resource available to Enfield families. She noted this brings together a series of

professional development opportunities for early care and education providers, as well as Enfield Public Schools, and they've also extended those workshops to families.

Ms. Beaulieu stated a good part of their time is focused on the best way to instruct very young children, and KITE's focus is on all the areas that really impact very young children. She noted they also work with and support whole families.

Chairman Ludwick requested more information about trauma and young children. Ms. Gomeau stated several years ago, there was a large discussion about the number of children entering kindergarten that were really struggling. She noted those conversations started the work, and they provided professional development for teacher and early care providers, as well as supporting families through workshops, and they continue to provide this professional development.

Mr. Beaulieu referred to trauma and noted it's been learned that divorce, illness, death of a family member, economic insecurity, work insecurity or home insecurity create changes in the way a child learns or behaves. She noted such stresses over time changes a child's brain function because of constant tension.

Councilor Sferrazza stated early intervention with young children is vital. He questioned if there's any plan to collaborate with the Police Department because the police see a lot of trauma. He questioned if there's any contact between KITE and the Police Department. Ms. Gomeau responded not specifically, but they did partner with the Police Department in a summer program called "Playground Tuesdays". She noted each event was held at a different playground, and they invited community partners to come out and play with the families and children. She agreed with Councilor Sferrazza that they should further the connection with the Police Department.

Councilor Bosco questioned how much KITE has in their fund balance. Ms. Gomeau stated they depend on the Town or the Schools and private foundations to fund KITE. She noted each year that looks a little different, i.e., this year they lost some funding that they had in previous years from LEGO.

Councilor Bosco questioned what is the percentage of savings to the operating budget. He noted if that information isn't available this evening, it can be given to the Town Manager. Ms. Gomeau indicated that can be provided.

Loaves & Fishes

Present was Priscilla Brayson, Director of the Enfield Loaves & Fishes Soup Kitchen.

Ms. Brayson stated Loaves & Fishes opened in 1982, and they're open 363 days a year. She noted this past year, they did over 90,000 meals, and they gave over 27,000 snacks to Educational Resources for Children. She stated they also cook community dinners once or twice per month,

and this is when families get together with the children. She noted on February 26th, they cooked 250 meals for them, and this was held at the Asnuntuck Community College.

She noted Loaves & Fishes doesn't just feed people because this is a place where the homeless can go, and a place where people who have substance or mental problems can go. She stated her belief this is a place where people can heal because many broken people visit the soup kitchen. She shared stories of how the soup kitchen helped people with their lives.

Ms. Brayson stated Loaves & Fishes partners with the whole community, i.e., Social Services, the Felician Sisters, Mark Twain, and the food shelf in Suffield. She noted everyone works together to make this community better for people in need.

She stated she requested a $5,000 grant from the town. She noted they need to purchase a sterilizer, a bain marie and a hand sink. She noted they try to be self-supporting, and they do not receive federal or state money.

Councilor Mangini questioned if they are looking for additional funding, and Ms. Brayson responded no, they are not, but they're asking for help to address the mandated hand sink.

Councilor Bosco requested Ms. Brayson provide Loaves & Fishes budget information.

Enfield People for People

Present were Monica Wright, Director of the Enfield Safe Harbor Warming Center and Lorraine Creedon, Treasurer for Enfield People for People

Ms. Creedon stated this is their fifth year of operation, and they have a minimalist budget just covering the needs of what they do throughout the year. She noted their funding is provided by churches, businesses, local organizations as well as 95 individual and family donations in the last year.

She stated they've decided to stay open 100 nights this year, which is 25 nights longer than in the past. She noted they're looking for support from the Town of Enfield in order to maintain that level, so they can stay open during the coldest parts of the year, which would be January, February and all of March and into the first part of April. She noted they have closed earlier, and one year they lost someone who was unable to house themselves after the warming center closed. She stated money donated by the Town will be used to extend the season. She noted they also wish to extend the times that they're open. She stated they're currently open from 9:00 p.m. to 7:00 a.m. She noted they would very much like to open a little earlier in the evening because right now people are on the doorstep at 7:00 p.m., and they can't let them in until 9:00 p.m. She stated they leave at 7:00 a.m., and buses don't pick them up until 7:30 or 7:45 a.m.

Ms. Creedon stated they do not have any savings. She noted they are hoping to develop a way of building funds so they can do more, but they have not yet gotten to that point.

Ms. Wright stated they have increased their numbers this year. She noted as of March 1st, they've had 40 people visit their facility. She noted they can only accommodate 16, so it's a good thing that all people don't come in at one time, or they'd have to turn people away. She stated she looks at the grant money as a way to hire people, so they can open earlier, and so they can work with CHR and Social Services. She noted opening earlier would help CHR have an opportunity to speak to their guests. She stated it's hard for their guests to get in touch with the resources that they need.

She stated in the form of tokens and monthly bus passes, they provide transportation every night for guests to come and go because they know they're far away from these people. She noted most guests come from Thompsonville. She stated they want to be sure these people can get to the warming center, so they don't have to stay out in the cold. She stated they also offer guests snacks and a place to lay down, so they can just stay warm and safe. She noted if they did not have a warming center in Enfield, it would be necessary to send people to Hartford, Middletown or Meriden.

Councilor Sferrazza questioned if this is the first time they've come for some money, and Ms. Creedon stated they came before the Council last year, but they didn't receive any funding. She noted last year they requested $10,000 on the recommendation of the Social Services Department.

Councilor Sferrazza stated his understanding they have paid staff and volunteers, and Ms. Wright stated most of their staff are volunteers, but they do have some paid staff because they need to have trained people, who can work with homeless people, people with addiction issues, or people who may have other issues such as mental health.

Councilor Mangini stated this organization provides a well-needed service for Enfield. She voiced her support of this good work being done.

Councilor Bosco questioned on average how many people visit the warming center per night, and Ms. Wright stated they've been averaging 14 to 16 people per night. She noted they're seeing a shift in who is using their facility, and they have more females this year, and they have more females over the age of 60. She stated this is another reason why it would be very important to open the door earlier when they're seeing a number of older females looking to utilize this service.

Councilor Unghire questioned whether there's any idea of where the guests are coming from, and Ms. Wright stated they have local guests, but they do get people from Somers or Windsor Locks, and they allow those people to stay, however, the turnover is no more than 72 hours because they need to have their space available for residents here in Enfield.

Councilor Kiner questioned what kind of counseling is done to help people. Ms. Wright stated they're working with Social Services and CHR to make sure that people are accounted for, so they're not out at 7:00 a.m. and not doing anything. She noted they know they're either going to a program, appointment or some kind of meeting so they can get them to a place where they become self-sufficient. He stated every night she does work with them to make sure they know the resources available to them.

Councilor Kiner questioned how successful they are in providing that kind of counseling whereby those people don't come back again. He questioned if they keep a record of the progress of people. Ms. Wright stated they have helped house around three people. She noted they've had people come in who did not have jobs or were in jail, and they helped these people get jobs in Enfield. She stated they do work with people to help them become self-sufficient. She noted they are more than a warming center because they go above and beyond.

Chairman Ludwick stated he would like to challenge religious organizations to match what the Town is doing. He noted he would like to see how many religious organizations are currently donating, and how many more can help.

Ms. Creedon stated they have ten churches that are currently active and making contributions to the warming center. She noted Holy Trinity houses them at no fees.

Chairman Ludwick stated it would be great to hear more success stories, so that people realize there is a return on the investment.

Community Health Resources (CHR)

Present were Marcia McGuire, Vice President of Communications, Sharon Petrone, Senior Program Director; Kathy Schissel, Vice President for Child and Family Services

Ms. McGuire stated CHR calls Enfield home. She noted CHR was founded in Enfield 54 years ago, and they started off as a small counseling center, and have grown through the years to meet the needs of the children, adults and families that they serve. She stated CHR is now the most comprehensive behavioral health care agency in the State, and they provide a range of services. She noted they're very proud of the housing support services that they provide individuals, and they provide supported employment to help people gain new skills and become self-sufficient. She noted the core of their business is mental health and addiction services for people of all ages.

She stated in the last year CHR served 27,000 individuals throughout the region, including 2,756 individuals from Enfield. She noted in the last year they started offering family medicine, which are primary care services for adult clients. She stated people with serious mental illness tend to die 25 years earlier than the general population, therefore, they're very committed to bringing primary care to their clients. She noted they also added new services for veterans, and system wide they're seeing a 50% increase in the number of veterans and their families who are receiving

behavioral health services. She stated they've added some new programs for children, and they continue to see an alarming number of people who need help with opioid use addictions.

Ms. McGuire stated in the past year, CHR served 27,000 individuals, which is about a 42% increase since 2015, and that is about the same time the opioid use epidemic started. She noted while they continue to see a tremendous demand for their services, they're respectfully requesting flat funding.

Ms. Petrone stated she oversees the Enfield outpatient clinic, as well as the Pathways Methadone Clinic. She noted a large focus of their services this past year has been to try and help with the opioid epidemic. She stated they also provide a large range of mental health and addiction services, and they have an intensive outpatient program that provides services each day for people to come in and get services. She noted they participate in the town's Opioid Task Force, and they also work with the Police Department.

Ms. McGuire stated about 70% of their clients are low income and extremely vulnerable.

Ms. Schissel stated they do serve people from Enfield regardless of their ability to pay, and they have a sliding fee. She noted for Child & Family they have the full continuum of behavioral health and substance use services, i.e., crisis services to outpatient to support services, and they do a lot of intensive home-based services for youth in Enfield, where they have teams that go out to the community, schools, home and work with families and youth.

She stated this past year they enhanced the services that they're providing to the North Central Multi-Disciplinary Team, which is a team of law enforcement, prosecution, mental health, medical, as well as victim advocacy services that work with families where there's been a disclosure of sexual abuse or serious physical abuse. She explained during this past year, they've been going out to these families to do an assessment of the entire family with the recognition that caregivers, as well as siblings and family members struggle when there's been a disclosure of abuse. She noted free treatment is provided to the family, as well as being involved over a longer period of time to make sure families are educated about trauma and the impact of abuse on the child and their functioning going forward and to make sure they continue with the treatment recommendations.

Chairman Ludwick questioned how they get referrals. Ms. Schissel stated DCF is involved in the team, and DCF must screen all the cases where there's disclosure, as well as the Police Department bringing those cases to the table.

Chairman Ludwick stated the problem with Medicaid is that if an individual gets a job or a promotion, Medicaid may take money away that was used for medication. He questioned how they can change that. He noted there are many people who need these services and aren't getting them. Ms. Schissel stated people can come to CHR, which has a sliding fee, and they have the

ability to waive it even lower based on need. She noted because they have family medicine, individuals can be helped if their healthcare needs are not getting met.

Councilor Sferrazza questioned whether they are dealing with marijuana addiction. Ms. Schissel stated they treat people with substance addictions, which includes marijuana.

Councilor Sferrazza stated at the Hartford Capitol they talked today about legalizing marijuana.

Councilor Mangini stated her understanding CHR is making the largest request of over $36,000. She questioned what that's attributed to, and Ms. McGuire stated clients have very complex needs, therefore, it costs a lot to provide the services that they provide. She noted they must pay their providers.

Councilor Mangini questioned whether CHR receives funding elsewhere, and Ms. McGuire stated they have a number of state and federal grants.

Councilor Bosco questioned what is their ratio of savings to the operating budget. He noted if that can't be answered this evening, he requested that information be provided to the Town Manager.

Councilor Bosco questioned whether CHR owns or rents buildings. Ms. McGuire stated they lease the large building on Hazard Avenue, and they own a building on Enfield Street. Councilor Bosco questioned whether CHR pays property tax on the Enfield Street building, and Ms. McGuire stated she will have to check into that.

Councilor Hemmeler questioned if CHR is reimbursed for medical services, and Ms. McGuire stated at this point they are getting reimbursed by the State for Medicaid, and they're just getting into negotiating contracts with the commercial carriers.

Amplify (formerly North Central Region Mental Health)

Present was Marcia DuFour, Executive Director of Amplify.

Ms. DuFour stated Amplify is one of five Connecticut regional behavioral health action organizations charged by the Department of Mental Health and Addiction Services to act as their community partner for planning, education and advocacy to address the behavioral health needs of children and adults in a community. She noted their members include people in recovery, families, providers of behavioral health services and members of coalitions that are concerned about mental wellness and preventing, treating and responding to substance misuse in communities.

Ms. DuFour stated their purposes for their use of town funding are three-fold.

To ensure effective prevention initiatives as well as quality treatment and support services are provided to Enfield residents and identify local priority issues and resource needs

To address gaps and barriers in the service system and provide information about behavioral health services to the general public, so people in need of services may be more likely to seek and have access to needed treatment and support services

She stated every year they conduct a regional services priority review using collected data, surveys, focus groups and interviews with people in recovery, family members, community behavioral health providers and coalition members, i.e., the local Prevention Council led by Jean Haughey and other local referral organizations. She noted those results are presented to the Department of Mental Health and Addiction Services, state officials, and Legislature, and those reviews are used to set state-wide priorities for the next state biennial budget as well as federal resources that come to Connecticut.

Ms. DuFour stated they also use reviews for development of new and needed services, i.e., information and advocacy to address critical issues such as opioid use and overdose, suicide, vaping, problem gambling and substance misuse. She pointed out they are the fiduciary for federal funding for Enfield's Local Prevention Council for their State Opioid Use Disorder Grant, and they're also the fiduciary for next year's Local Prevention Council grant focused on strategies to address vaping among youth. She noted they represent Enfield in the state-wide Drug and Alcohol Prevention Task Force that's focused on prevention, treatment and recovery support strategies to address addiction issues facing Enfield residents.

She stated they also want to address the root causes of addiction among Enfield youth, so they recently formed an anxiety work group to study and recommend strategies for addressing a growing emergence of anxiety among school youth.

Ms. DuFour stated in their last review they highlighted the need for affordable housing with supportive services to Enfield residents with mental health and addiction challenges, and they highlighted to the state the disparities within the region, especially the lack of options for Enfield residents for affordable and supportive housing services.

She stated they are also concerned about services for older adults, and they're excited that Enfield is creating a new position in the Social Services Department that will focus on older adults, and they look forward to working with that person.

Ms. DuFour stated they have grant funding for identifying and providing education about ADA transportation resources for individuals with disabilities, older adults and veterans.

She noted sometimes they're highlighting the strength of local communities and encouraging other parts of the state to learn from those communities, i.e., in transforming and expanding Connecticut's behavioral health crisis response system, Enfield is a leader in the region, and she

asked Jean Haughey to share at an upcoming meeting about crisis responders and how Enfield is working with the police, EMS, Social Services and the faith community to respond as a caring community to residents in crisis. She noted Enfield is really a model in this area.

Ms. DuFour stated they provide resources and information to the general public, and she noted a weekly newsletter is published highlighting educational and advocacy opportunities, and they also promote mental health first aid as a means of educating the general public about how to understand and respond to people with mental health issues.

She stated their funding request is always based on 7 cents per capita rate, so their request this year is for $3,125, and she doesn't believe Enfield has ever funded them at that level, and they are grateful for what the town is able to provide. She noted they distribute over $12,000 in federal funds to Enfield for addressing substance abuse issues. She thanked Enfield for their support of Amplify over the years and the excellent resources this community provides for Enfield residents.

Councilor Cekala questioned if Amplify is located in Enfield, and Ms. DuFour stated their office is in Hartford, and they cover 37 towns, including Enfield.

Councilor Cekala questioned how Amplify does the outreach in Enfield. Ms. DuFour stated their region is divided into catchment area councils, and the catchment area council that serves Enfield is located in Enfield, and they work very closely with the local prevention council.

Chairman Ludwick questioned whether Amplify gets state funding, or is it federal and local, and Ms. DuFour stated it used to be state funding, but the state eliminated all of their funding, and they have federal funding.

Chairman Ludwick questioned the sense of the state cutting Amplify's funding while it considers the expansion of gambling and the legalization of marijuana. Ms. DuFour stated they are at a lot of hearings to talk with legislators. She noted their focus is that if the state is going to do these things for revenue, they need to reinvest money into prevention and treatment services. She noted they will continue to advocate at that level.

Councilor Sferrazza stated when they legalize something for the sake of revenue, it is a cause for concern. Ms. DuFour agreed and noted they are not lobbyists, but they're part of an organization that has a lobbyist, however, they go to hearings as educators for legislators.

Councilor Bosco questioned how many residents does Amplify help, and Ms. DuFour stated their purpose is to help all residents. She noted they don't provide direct services. Councilor Bosco stated if they're using Enfield money, he wants to be helping Enfield residents. He questioned what CHC has in their bank compared to their operating budget and requested that information be provided if it's not available this evening, and Ms. DuFour indicated that can be provided.

Community Health Center (CHC)

Present was Yvette Highsmith-Francis, Regional Vice President

Ms. Highsmith-Francis thanked Enfield for its support for the Mary Lou Strom Primary Care Center where they provide comprehensive out-patient health services to the most vulnerable residents. She noted those comprehensive services include medical, dental and behavioral health. She stated about 82% of the patients are living below 200% of the federal poverty level, so are either uninsured or under-insured. She noted the support from the town has allowed them to provide care to individuals who have no insurance coverage to make sure they have access to the health services they need. She stated they take care of the entire family from infants to seniors and look to provide as much of the health services that people need in one location.

She stated they do have a sliding fee scale based on income and family size, which can discount down to as low as $5.00, but some families don't even have the resources to pay that, and the town has allowed for those individuals to not forego health services. She stated they very much appreciate the support as a federally qualified health center.

Ms. Highsmith-Francis stated they have met about 65 criteria from the federal government that says the Thompsonville area that they're located in is a medically under-served area, and they're allowed to be there to meet that unmet need. She noted one of the benefits of that is discounted pharmacy services. She stated they work aggressively to make sure that everyone who presents as uninsured or under-insured meets with their specialist for benefits and goes through the affordable health exchange process because sometimes people are eligible for the expanded Medicaid, but do not know that, or they don't have a computer or the confidence to go through the health exchange and learn there is an affordable plan. She stated they really make sure that anyone who does not have insurance coverage gets it.

Councilor Mangini noted Community Health is looking for double of what they requested last time, and she questioned the reason for that. Ms. Highsmith-Francis stated the reason for that is the increase in uninsured. She stated there has been an 8% increase in uninsured.

Councilor Bosco questioned what CHC has in their bank compared to their operating budget and requested that information be provided if it's not available this evening.

Councilor Bosco questioned whether their building is owned or rented, and Ms. Highsmith-Francis responded they've been leasing this building since 2007, however, they are looking at another location that they hope to own.

Councilor Bosco stated his impression the Affordable Care Act was supposed to have everyone insured, and the State of Connecticut has an exchange whereby everyone is supposed to be insured. He questioned why these people aren't insured. Ms. Highsmith-Francis stated they have an Access to Care Specialist, which is an individual that helps people go through the application process, and

there are a good number of people who are eligible for the expanded Medicaid, but they also have lots of working poor who don't qualify for expanded Medicaid and don't have the additional income to pay a $200 per month premium for one of the plans.

Enfield Homefront Team of St. Raymond of Penafort

Present were Mary Mercik and Robert Atiyeh, board members of the Enfield Homefront Team.

Ms. Mercik stated Homefront is a community-based volunteer driven home repair program, which provides free repairs to low-income homeowners enabling them to remain in their homes with improved quality of life. She noted the Homefront organization is a regional non-profit based out of Stamford, Connecticut, which assists them with low-cost materials, administration and insurance for projects. She noted Enfield's board is comprised of around ten residents who volunteer their time to prepare for their one-day blitz of home repair every year. She stated they are supported out of the parish of St. Raymond of Penafort, which consists of St. Patrick's and St. Adalbert's Churches. She noted their volunteer roster is comprised of about 200 people from Enfield and surrounding communities, and they've been working in Enfield for over 20 years and each year have worked on no fewer than three projects and some years as many as five on the first Saturday in May each year. She stated to date, they've completed projects to make the homes of 70 families warm, safe and dry in the Enfield community. She noted families are screened by the Homefront organization for eligibility before they sign on to provide help. She stated they must qualify as low-income and own the home, and they work with the Office of Community Development to identify Enfield residents in need as well as partnering with them to help families who have more needs than their resources can help.

Ms. Mercik stated their volunteer teams are comprised of professional contractors who donate their time and talent and tools to help in these projects, and they're fortunate to have a large population of retired professionals as well as a large group of people who come out to help with projects. She noted they also solicit local businesses.

She stated they need to pledge $2,750 per home that they work on each year, and this fee is paid to the Homefront organization in Stamford, and it covers the insurance for the volunteers who work on site as well as giving them access to discounted construction. She noted administrative costs are minimal and consist of paper and postage for volunteer mailings. She stated they feed volunteers on workdays, and they try to solicit that food from local restaurants.

Ms. Mercik stated they are completely funded by donations and grants. She noted they not only help a need in the community, but they also bring community members together to meet that need. She stated any money granted to their organization will be used to foster teamwork and a sense of community, as well as improving the quality of life of those people in need in Enfield.

Councilor Bosco questioned how much Homefront has in its savings compared to operating expenses. Mr. Atiyeh stated they currently have $6,000 to $7,000 in their savings, and they are

requested to make a pledge of $8,275 for three sites. Councilor Bosco requested details be provided to the Town Manager's office.

Councilor Kiner stated he worked with this organization many years ago. He noted it's heart-warming to see volunteers working on these homes, and this is an attribute to the community. He stated he also serves on the Blight Committee, and oftentimes these houses are blighted, and this group is not only improving that home for that individual, but also for the community. He expressed his appreciation for all the work that Homefront does.

Councilor Sferrazza referred to the $2,750 that must be pledged to the corporate office in Stamford and clarified that is for the whole day and not per project, and Ms. Mercik responded it's per project on that day. Councilor Sferrazza questioned how many projects they would have on that day, and Ms. Mercik stated they generally do three to five projects, and this year they pledged three projects.

Councilor Kiner questioned if there's a program whereby they work in conjunction with veterans and Home Depot. Mr. Atiyeh noted Home Depot has a national level grant that the Homefront based in Stamford applies for, and if they are awarded that, and they happen to be doing a veteran grant, they can provide more material for that particular site.

Chairman Ludwick stated if Enfield were to allocate money, would they be able to get some before and after pictures of what's been accomplished, and Mr. Atiyeh responded absolutely. Ms. Mercik stated their Facebook page has before and after pictures.

Chairman Ludwick stated he assumes there's certain criteria for the homeowner to apply, and Ms. Mercik stated they must meet a low-income level, and they must be a homeowner because they don't work on rentals. She noted projects are extensively vetted through the Stamford organization, and they do the review of the financials to be sure a person is actually eligible.

Chairman Ludwick questioned whether they publish the names of the individuals or companies that help out, and Mr. Atiyeh stated a lot of times the individuals and the companies prefer not to be published and they try to respect that. He noted Troiano's, among others, have been absolutely incredible.

Enfield Food Shelf

Present was Kathleen Souvigney, Executive Director of the Enfield Food Shelf.

Ms. Souvigney requested continued support for their rental assistance, so they maintain and expand their services. She noted Enfield falls in the bottom 25% of Connecticut towns for food insecurity amongst its residents. She stated this makes Enfield residents some of the highest at-risk population in the State of Connecticut for food insecurity, and there are an estimated 7,000 people in Enfield who qualify or could use some form of food assistance.

Ms. Souvigney stated for the last 52 years the Enfield Food Shelf has been providing food assistance for Enfield families in need. She noted in 2019, they served more than 2,100 registered Enfield residents just in their traditional, weekly program. She stated the need continues to grow.

She stated during the month of January they registered 96 new shoppers for weekly food assistance, and these are all Enfield residents. She noted in 2019, the Enfield Food Shelf volunteers worked more than 32,000 hours and successfully distributed the equivalent of 530,000 meals across all their programs, partnerships and collaborations. She stated that's a 3% increase over 2018.

Ms. Souvigney stated as an organization, they are striving towards a community in which everyone has access to nutritious foods through a sustainable and collaborative distribution network. She noted this network will also provide awareness to available programs, resources for assistance and nutrition-based education. She stated to fulfill this vision, they continue to enhance their weekly, monthly and emergency food assistance programs, and they maintain more than 16 partnerships and collaborations helping to extend their food assistance network beyond their traditional weekly program, and they're always looking to provide more, i.e., providing Head Start with overages that they have for bread, etc., which has been going very well. She noted they provide home delivery for seniors who qualify in the monthly food assistance program, they provide SNAP electronic sign-up at each food distribution, and they help build a healthier community by participating in local initiatives such as the Enfield Hunger Action Team and Two-Gen. She stated they work to combat senior isolation with their new Enfield Friendly Caller Program. She noted this is a new collaboration with the Commission on Aging and Enfield Social Services. She stated they have a trained and licensed therapist, who is a volunteer, and who has trained volunteers to connect with seniors in Enfield by phone to provide them with resource information and a friendly voice on a weekly basis. She stated they provide a variety of opportunities for volunteers because people are able to connect with others, they can gain work experience, they can get back on track with their community service, and they have student interns that help to learn social service backgrounds.

She stated they are working on a new, larger facility, and the building is right in their parking lot, so it will not disrupt their clients very much. She stated it's hoped this expansion will make a more positive impact in fulfilling their vision of a food-secure community. She noted they also help other organizations, such as the warming center with joint fundraising.

Ms. Souvigney thanked the Town Council, as well as everyone in Enfield, for helping to provide the Enfield Food Shelf with such dedicated support over the last half century. She noted Enfield has a wonderful volunteer base.

As concerns funding, Ms. Souvigney stated they have 18 months of reserves that they sustain at all times, so they can keep going for 18 months if they needed to, and they're funded by fundraising events, direct fundraising, and grants that she writes.

Councilor Bosco questioned what the 18 months of reserves equates to regarding the operating budget, and Ms. Souvigney responded one and a half times.

Councilor Mangini thanked Ms. Souvigney for all the hard work.

Councilor Muller questioned when they're moving, and Ms. Souvigney stated they're hoping they'll start their construction in March.

Network Against Domestic Abuse

Present was Karen O'Connor, Executive Director of the Network Against Domestic Abuse.

Ms. O'Connor stated after 25 years, she just retired as a State Police Sergeant. She noted one of her passions involved training police officers to respond to domestic violence incidents. She noted 51% of the screening of these incidents comes in as high-risk to be killed by an intimate partner. She stated Connecticut has 14 to 15 domestic violence homicides per year. She stated she comes to the Network with the hope that they can keep Enfield residents safe. She noted they own a safehouse and a children's center and a condo from where they operate their office. She stated they have been in Enfield for 35 years, and their headquarters are in Enfield.

She stated their goal is to provide free services to Enfield residents who are victims of domestic abuse. She noted they have 24-hour Safe Connect Service to get victims and their families into safe, immediate housing. She stated once they are in safe housing, the goal is then turned into counselling and to work towards getting families into permanent housing. She noted she was surprised when she arrived here to learn that the safe house, which is 15 beds, is 124% full. She stated two-thirds of the victims they serve come from the Town of Enfield.

Ms. O'Connor stated they also provide legal advocacy for people to get appropriate orders of protection from their abusers.

She stated they are funded by state and federal grants, donations, fundraisers and grants that they apply for.

Ms. O'Connor stated they apply education services to all Enfield students, both at the elementary and high school level about domestic violence, dating violence, how to deal with the stressors of domestic abuse, healthy relationships and how to deal with anger.

She stated in 2019, they educated 4,575 Enfield students, educators and coaches about preventing domestic abuse and having healthy relationships. She noted they housed 20 adults in their safe house and ten children. She stated the average stay in the safe house is 30 to 35 days with the goal to get people in a self-sustainable residency. She noted some families stay longer or a shorter period.

Ms. O'Connor stated as concerns services outside their safe house, they still provide counseling. She noted in 2019, that benefited 375 Enfield victims and children.

She thanked the Council for providing grant money last year, and that grant money plays a big role in their being able to educate the youth of Enfield, which is where they want to start to begin promoting healthy relationships and hopefully get a handle on domestic abuse. She stated they did request a little more this year because they helped 40 more individuals than they helped in 2019.

As concerns their budget, she will provide that information to the Town Manager.

Chairman Ludwick questioned whether people are educated about reporting domestic abuse, and Ms. O'Connor stated the training in the schools is about healthy relationships and teen dating violence. She noted they are also training coaches.

Chairman Ludwick questioned whether there's a friendly hand-off to other agencies, i.e., when victims find themselves homeless. Ms. O'Connor stated the Network Against Domestic Abuse is the second smallest catchment of advocacy agencies in the State of Connecticut and so far, their safe house has used the rapid rehousing program the most in the state. She noted the rapid rehousing program is specifically to get people into more permanent housing quicker.

Enfield Resources for Children (ERFC)

Present were Claire Hall, Executive Director and David Meizels, Director of Operations

Ms. Hall stated their Summer Escape Camp has been in operation since 1995, and they service children from Enfield. She noted if there's space in their program, they do invite other communities. She noted this camp serves over 125 children every summer, five days a week. She stated children can enroll for one week or seven weeks. She noted they provide two different fee structures for families, and they have a full pay fee as well as a fee for free and reduced lunch. She stated that subsidized fee is where they are asking for assistance through this grant. She noted they subsidize every year approximately 60% of the children they serve during the summer. She stated most of the children who come in the summer from Grade 1 to Grade 8 are students that don't normally go to any other camps because families can't afford other camps. She noted they exist because families really need them because they must work. She stated they can serve families every day from 8:00 a.m. to 3:00 p.m. with extended camp from 7:00 a.m. to 6:00 p.m.

Mr. Meizels stated Summer Escape Day Camp is a recreational summer program with a significant academic and educational enrichment component. He noted in addition to sports, arts, crafts and performing arts, there's a dedicated digital media program that will involve robotics, coding, film and music creation all through computer. He stated they will do a dedicated science program and a literacy component all the way through. He noted in doing so, they hope to address what could be learning loss over the course of the summer. He stated they partner with the school district during the year, providing Before and After School, and they feel it's part of their mission to be sure that students are coming back to school at the beginning of the year ready to go having enriched themselves through the camp programs over the course of the summer.

Councilor Bosco stated his understanding ERFC is looking for $15,000 for the summer camp. He questioned if they run a deficit at the end of summer camp. Ms. Hall stated their budget has been level. She noted they don't serve more children every year because they have not been able to for about three years, so they keep their budget fairly level, and there's never anything left over. She stated if there's any money left over in a budget they're projecting, they use it to subsidize their families.

Mr. Meizels stated all their staff is CPR/first aid trained and they're all trained to handle medication and medication related issues, and they're all mandated DCF reporters. He noted their staff is college age and up. He stated they have counselors-in-training, and these are high school students, mostly from Enfield High School, and who will participate at no cost and potentially work their way into the youth development field.

Councilor Bosco questioned whether they must hire more staff during the summer, and Ms. Hall stated their staff continues and grows with them during the summer. She noted about 85% of the staff stays through the summer. She stated some of their staff goes onto college or higher education.

Councilor Mangini stated she knows first-hand the value of this program. She noted without this program, many children won't fit into other programs due to lack of room or they're too costly, and many of these children will be left home unattended. She stated this program provides not only for the safety of children, but they also provide recreation and opportunities for children to mature, develop and socialize. She noted she will always support this program.

Chairman Ludwick stated the Town also funds the Tons of Fun Summer Program. Ms. Hall stated she's never felt as though her program competes with the Town's program because both programs fill up.

As no others wishes to speak, Chairman Ludwick closed the meeting at 7:49 p.m.

Respectfully submitted,

Suzanne F. Olechnicki
Town Clerk
Clerk of the Council

Jeannette Lamontagne
Secretary to the Council

ENFIELD TOWN COUNCIL
MINUTES OF A REGULAR MEETING
MONDAY, MARCH 2, 2020

The Regular Meeting of the Enfield Town Council was called to order by Chairman Ludwick in the Council Chambers of the Enfield Town Hall, 820 Enfield Street, Enfield, Connecticut on Monday, March 2, 2020. The meeting was called to order at 7:50 p.m.

PRAYER – The Prayer was given by Chairman Muller

PLEDGE OF ALLEGIANCE – The Pledge of Allegiance was recited.

ROLL-CALL – Present were Councilors Bosco, Cekala, Hemmeler, Kiner, Ludwick, Mangini, Muller, Sferrazza, and Unghire. Councilors Riley and Szewczak were absent. Also present were Town Manager, Christopher Bromson; Assistant Town Manager, Kasia Purciello; Deputy Town Clerk, Karen Coolong; Town Attorney, James Tallberg; Deputy Director of Economic and Community Development, Nelson Tereso, Chief of Police, Alaric Fox; Director of Social Services, Cynthia Guerreri

FIRE EVACUATION ANNOUNCEMENT

Chairman Ludwick made the fire evacuation announcement.

MINUTES OF PRECEDING MEETINGS

MOTION #5388 by Councilor Mangini seconded by Councilor Muller to accept the minutes of the February 18, 2020 Special Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5388** adopted 8-0-0, with Councilor Kiner absent at the vote.

MOTION #5389 by Councilor Muller seconded by Councilor Mangini to accept the minutes of the February 18, 2020 Regular Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5389** adopted 8-0-0.

SPECIAL GUESTS

Present were Republican Registrar of Voters, Thomas Kienzler and Democratic Registrar of Voters, Lewis Fiore.

Mr. Kienzler stated because John F. Kennedy Middle School renovations will begin in May, the April 28th presidential primary will be their last JFK polling location until the school is completed in two and half to three years from now. He noted they will need to move the JFK polling location to an auxiliary site. He stated he and Mr. Fiore came up with options for a new location, including other schools, private enterprises and other Town buildings.

Appended is an outline/talking points of the pluses and negatives of the Senior Center and other sites that the Registrar of Voters investigated and discussed with numerous departments in the town.

Mr. Fiore stated the primary will be held at JFK Middle School.

He stated the Registrar of Voters conducted research and deemed the best alternate site is the use of the Senior Center during the time that JFK Middle School is unavailable. He noted if this proposal is accepted, then the Senior Center must close and cease all activities, except for the Senior Center employees and Meals on Wheels Program during the election events. He noted those voting dates are on Tuesdays – August 11th, 2020, November 3, 2020, September 14, 2021, November 2, 2021, August 9, 2022 and possibly November 1, 2022. He pointed out the Senior Center will be used by the Registrar of Voters beginning at 5:00 p.m. the night before each election event.

Mr. Fiore stated by state statute, they will send notification to all the voters regarding the voting location change. He noted they will be doing a mailing to 6,400 voters, and the website will have this information. He stated the Superintendent of Schools will do a robo-call a couple times before each election to remind people about their voting location.

He stated there is no budget impact with this recommendation.

Councilor Mangini questioned whether there will be a resolution concerning this, and Mr. Fiore stated the Council has a resolution within its packet, and that resolution makes it official. He noted they will send a copy of that resolution to the Secretary of State's Office.

Councilor Bosco suggested adding this information to the ticker on ETV.

PUBLIC COMMUNICATIONS & PETITIONS

George Young, 8 Holly Lane

Stated his belief Councilor Sferrazza does a great job in his continued support of the Enfield Police Department. He noted in the past few years, he sees the same lack of respect for police that he saw in the 1960's when servicemen didn't wear their uniforms in public due to the negativity of the war. He noted they need to bring back some respect. He stated no one should strike a police officer, and when they do, he feels they lose many of their rights.

As concerns the tax credit for the elderly, Mr. Young stated he was glad to hear Councilor Riley, a Republican, contacted Enfield's legislators about reinstating this program. He suggested more Councilors, especially the Democratic Councilors, contact their legislators since the State is dominantly Democratically controlled. He noted they need the state to support the program they mandated. He suggested a copy be sent to Melissa McCaw, Secretary of OPM, as she is the Connecticut budget chief. He noted it would be important to get her support to get the funds, which appear in the Governor's budget this year as Property Tax Relief Program. He stated perhaps the Town's tax bill should be revised, as some suggested, to change the wording to not give recognition to the state. He noted the change in wording should be "Additional Town Benefits" instead of "Elderly State Benefit". He noted the seniors are appreciative of the Council's willingness to pay the state's portion of this benefit.

Mr. Young stated it's also good that the biennial application process has been simplified by the Assessor's Office by populating the forms with information that they have on file. He noted OPM sets the rule for this benefit, and OPM publishes a question and answer booklet each January, which is retroactive to October 1st of the prior year. He noted more than a year ago, they stated that a resident that holds their home in a revocable trust will not be eligible. He noted many seniors put their assets in trust at this time in their life. He stated if a person has an irrevocable trust, they might be eligible this year, and he believes they would have also been eligible last year if they met the other criteria.

Dick Hopkins, 29 Bigelow Avenue

Stated he recently moved to Enfield, and he's an attorney in Hartford. He spoke about a recent incident at Enfield High School. He questioned whether they want to treat children here as criminals for engaging in the kind of messy behavior and mistakes that's common with adolescence. He stated prior to becoming an attorney, he worked at a residential, psychiatric center for kids, and they taught restraining techniques and best practices for de-escalation. He noted in observing the video of the incident, he doesn't believe best practices were observed. He feels there was some risk in taking that student down. He noted this does provide an opportunity for people to think about implementing some of those best practices for school resource officers. He noted a scholarship exists, and he'd be willing to do some research if the Council is interested. He questioned whether the Town wants school resource officers intervening in that way because it does present some risks to students and to the officers, and it criminalizes the kind of behaviors that in the past have been dealt with effectively by student administration.

Robert Tkacz, 815 Woodgate Circle

Distributed a listing of what the Shelton Police Department provides. He noted he would like to see a listing of what Enfield provides.

Mr. Tkacz stated he does have a problem with the number of 70,000 people. He feels that number is bogus. He noted it's like the 60,000 figure that the former Police Chief gave for Enfield. He noted that number was probably real at one time, but now it's not.

Mr. Tkacz stated Shelton only charges taxpayers 22 mills to operate their town. He noted they have a volunteer fire department, EMS and they don't charge a fire tax. He stated in 2016 Shelton was 22 mills, and Enfield was 31 mills. He noted this is a differential that should be looked at.

He stated his belief there's no such thing as fixed costs in anything, and there's no such thing as mandates. He noted Shelton buys their own school buses. He stated if you have a contract with a school bus company, you are required to have seats for every student that's enrolled in the schools. He noted if you have your own school buses, you don't have to do that. He stated Shelton has saved millions of dollars over the years, and that's one reason why their mill rate is low.

Mr. Tkacz stated the people that come into Wallingford is 21,000, but the people who leave Wallingford for work is 18,000. He noted in Enfield, 13,000 are coming in, but 17,000 leave. He questioned how there can be 60,000 people in Enfield during the day. He stated his impression it sounds like a made-up number.

He stated if you look at the data sheets between Shelton and Enfield, they are similar. He noted the biggest disparity that he sees is the school test scores. He noted Enfield is below state average and Shelton is above state average. He feels they should do something about improving test scores in Enfield.

George Young, 8 Holly Lane

Stated there is a new question and answer booklet published by OPM in January 2020 retroactive to October 1, 2019. He noted they've changed the wording and eliminated the sentence that says, "Property under a revocable trust will not qualify for the benefit." He noted in its place is a new sentence that says, "Per Public Act 19-66, the primary ingredient of the trust agreement is that the owner and such owner's spouse or grantor and the beneficiary of the trust." He questioned if this means that the revocable trust is now eligible. He noted this is a big change, and he hopes someone can explain this to people trying to get this credit, so it doesn't get rejected months later when OPM reviews it after it leaves Enfield for approval. He stated seniors should know that there's always a possibility to appeal any decision to our Assessor's office or to the Secretary of the OPM. He reminded people if they're rejected, they can reapply the next year if their circumstances change, without having to wait the two years. He noted if people are approved and their circumstances change within the two years, they can also reapply. He stated there's a lot of information in this area, and he hopes the Town staff will continue to get the support of the Director to implement and inform the staff of all the changes which are necessary to complete the application properly. He stated veterans should know that even if they don't qualify for the elderly credit, they can still be qualified for the veterans exemption. He questioned if it's possible to get a more accurate figure on the number of seniors, etc., that participate in this program because the approximately 500 participants he heard about at the last meeting makes him feel leery of the total cost. He noted when he inquired at the Assessors Office about that figure during the summer of 2018, it was about 591 participants. He stated that would make a big difference in the average dollar each participant was awarded. He pointed out this is by house and not by individual. He stated two or more qualified individuals in one house is one participant. He noted if they use the

500 figure, then the $600,000 budget they're spending would equate to $1,200 per household, which seems high to him. He stated as he understands the program, the current maximum is $1,250 for a married couple and $1,000 for a single person and the scale is based on income, similar to the Internal Revenue Service.

COUNCILOR COMMUNICATIONS & PETITIONS

Councilor Sferrazza referred to the comment by a speaker about Enfield High School and criminalizing behavior. He stated his belief the State of Connecticut answered that, and he hopes the community backs that, in that when a person tells a police officer that they are going to be punched and then follows through with that repeatedly, he believes they should criminalize that behavior, and he believes most people would support that. He noted if that's not supported, that is allowing full-out physical assaults on law enforcement people, and he questioned what does that say for the safety of everyone. He stated he is not making judgements on this case, but rather he's responding generally about criminalizing punching a police officer.

MOTION #5390 by Councilor Sferrazza, seconded by Councilor Muller to suspend the rules to address under Miscellaneous this evening Items 14, E, F, G, H, I, J, and K.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5390** adopted 9-0-0.

Councilor Mangini stated she and Councilors Kiner, Hemmeler, Muller and Ludwick had the pleasure of reading Dr. Seuss books to second graders today at Enfield Street School.

Councilor Bosco questioned the progress of addressing the Charles Garden trash pick-up.

Councilor Hemmeler stated she enjoyed reading at Enfield Street School today. She noted last week she attended the Panera ribbon cutting and many people attended. She stated she also attended with the Mayor a 90th birthday party for Harry Seilhammer, a veteran and Secretary for the Enfield Veterans Council.

Councilor Hemmeler stated she received information from a resident about potholes in the area of Spier Avenue and Enfield Street. She noted as she drove down Enfield Street, she noticed the same problem at the intersections of several other streets. She acknowledged Enfield Street is a state road and a lot of construction is being done, but she'd like the status as to when these areas can be addressed.

Councilor Muller stated the Buzz Robotics pasta supper is this Wednesday from 5:00 to 8:00 p.m. at St. Bernard's Church.

Councilor Muller stated the JFK Building Committee will be meeting this Thursday at 6:30 p.m. in the Enfield Room.

TOWN MANAGER REPORT & COMMUNICATIONS

Mr. Bromson referred to Charles Garden trash pick-up and noted the Director of Public Works is working with the condo association, and that matter will probably be addressed after July 1st in the new budget.

He stated the Journal Inquirer had an article, which might have been of concern to some seniors regarding lunches and that there will be cutbacks due to budgetary concerns. He noted the Town has a contingency to pay for those meals for the weeks that CRT will not, so they won't miss any meals at the senior center. He noted this will also be addressed in the budget.

As concerns the coronavirus situation, Mr. Bromson stated the Emergency Management Director and the Health Department have been staying informed, and they will be reviewing all protocols.

Councilor Sferrazza referred to the coronavirus issue and stated they certainly want to be sure that all emergency first responders are outfitted with the PPE's in the cars, so there's no scrambling for protective equipment. Mr. Bromson stated they've addressed all those issues, and Enfield is always well prepared and well positioned. He noted it's important to keep inventories up and supplies fresh.

Chairman Ludwick stated he heard the first meeting of the Chess Club went great, and he believes this is a great program to teach youth to strategize and to think.

TOWN ATTORNEY REPORT & COMMUNICATIONS

Attorney Tallberg stated he had no report this evening.

REPORT OF SPECIAL COMMITTEES OF THE COUNCIL

Councilor Sferrazza stated last Monday he represented the Town of Enfield in Hartford at the regional CRCOG meeting--the transportation division, and the topic of conversation was the fact that Governor Lamont has pulled the tolls off the table, and the Governor's plan at this point is to bond for transportation, but the committee felt that might be a problem because the bonding dollars can't all go to transportation because there are school projects.

He stated he never personally supported the tolls, and he feels this Council took the lead last year and passed a resolution that Enfield was against the tolls. He noted shortly thereafter, Enfield was contacted by other towns, and in the end, there were between 16 and 20 towns that passed that resolution.

OLD BUSINESS

APPOINTMENTS (TOWN COUNCIL)

MOTION #5391 by Councilor Muller, seconded by Councilor Mangini to remove Item #3 from the table.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5391** adopted 9-0-0.

NOMINATION #5392 by Councilor Mangini to appoint Carolyn Surdel (U) to the Enfield Beautification Committee for a term which expires 12/01/2022.

MOTION #5393 by Councilor Muller, seconded by Councilor Cekala to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5393** adopted 9-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Carolyn Surdel appointed to the Enfield Beautification Committee by a 9-0-0 vote.

MOTION #5394 by Councilor Muller, seconded by Councilor Mangini to remove Item #9 from the table.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5394** adopted 9-0-0.

NOMINATION #5395 by Councilor Muller to appoint Timothy Neville (D) to the Joint Facilities Committee.

MOTION #5396 by Councilor Sferrazza, seconded by Councilor Muller to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5396** adopted 9-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Timothy Neville appointed to the Joint Facilities Committee by a 9-0-0 vote.

MOTION #5397 by Councilor Muller, seconded by Councilor Mangini to remove Item #12 from the table.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5397** adopted 9-0-0.

NOMINATION #5398 by Councilor Muller to reappoint Ignatius Maniscalco (D) to the Patriot Award Committee for a term which expires 7/31/2021.

MOTION #5399 by Councilor Mangini, seconded by Councilor Cekala to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5399** adopted 9-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Ignatius Maniscalco reappointed to the Patriot Award Committee by a 9-0-0 vote.

MOTION #5400 by Councilor Mangini, seconded by Councilor Muller to remove Item #13 from the table.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5400** adopted 9-0-0.

NOMINATION #5401 by Councilor Mangini to reappoint Frank J. Pasini, Jr. to the Patriot Award Committee for a term which expires 7/31/2021.

MOTION #5402 by Councilor Muller, seconded by Councilor Cekala to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5402** adopted 9-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Frank Pasini reappointed to the Patriot Award Committee by a 9-0-0 vote.

All other Old Business items remained tabled.

NEW BUSINESS

Items B1 and E remained on the agenda.

ITEMS FOR DISCUSSION

All items have been moved to Miscellaneous.

MISCELLANEOUS

RESOLUTION #5403 by Councilor Muller, seconded by Councilor Mangini.

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

TO: Community Development

	Supplemental Certified Grant-Other Profess Serv 23306137-533900	$30,000
	CLG Historic Grant-Other Profess Serv 23306138-533900	$19,000
	CLG Historic Grant-Advertising 23306138-554000	$ 1,000
FROM:	Community Development	
	Supplemental Certified Grant-Revenue 23306137-460331	$30,000
	CLG Historic Grant-Revenue 23306138-460332	$20,000

CERTIFICATION: I hereby certify that the above-stated funds are available as of February 20, 2020.

/s/ John Wilcox, Director of Finance

Mr. Tereso stated this is a request to transfer funds to the Community Development account, and these are existing grant funds that came from the State of Connecticut Department of Economic and Community Development through the State Historic Preservation Office. He noted the Town received two grants, which totaled $50,000. He explained one of them was to conduct a town-wide historic resource inventory survey. He noted they're currently under contract with the historical consultant and work is to proceed this spring and finalize in the fall. He stated the other grant was for $20,000 under a Historic Preservation Enhancement Grant to conduct two state and national register nominations of two-owned historic buildings – one at 100 High Street, and that application is currently with the state for approval. He noted he's hoping to have the nomination made at the end of March or April, so the Opera House Players can begin applying for state historic tax credits in support of the rehabilitation of that building. He stated the other property is 33 North River Street, which is currently being prepared for national register nomination by the historical consultant. He pointed out none of these funds are coming from the Town, but rather it's all money coming from the state into this account.

Mr. Bromson stated since Mr. Tereso's arrival in Enfield, he has applied for and received many grants, and that effort is being continued. He noted they've put together a grant committee, and Mr. Tereso and the Assistant Town Manager, Kasia Purciello, are working on Grant Finder, which lists grants from all over the country. He noted there is a lot of grant money available, and through this committee, they hope to get some of this funding for projects, which alleviates the need for taxpayers to have to pay for some of those projects that have to be done. He thanked Mr. Tereso for his efforts in this area.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5403** adopted 9-0-0.

RESOLUTION #5404 by Councilor Muller, seconded by Councilor Mangini.
RESOLVED, the Enfield Town Council hereby authorizes the funding in the amount of $301,340 for roof replacement project Phase III at Henry Barnard Elementary School.

Present for this item was Chris Cykley from Construction Solutions Group.

Mr. Cykley stated this is the last step before submitting the grant application, which will go to the state by the end of this week. He noted they are still on target to complete the last section of the roof this summer.

Chairman Ludwick stated this is good news, so the Town can apply for the 70% reimbursement.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5404** adopted 9-0-0.

RESOLUTION #5405 by Councilor Mangini, seconded by Councilor Muller.

WHEREAS, due to the construction at the John F. Kennedy Middle School, the Registrars of Voters wish to temporarily move the voting location for Town Council District 1 and the portions of State House Districts 58 and 59 located within District 1 to the Enfield Senior Center.

NOW, THEREFORE, BE IT RESOLVED, that the Enfield Town Council does hereby move the voting location of the above-referenced Town Council and State House Districts to the Enfield Senior Center effective May 1, 2020,

BE IT FURTHER RESOLVED, THAT IN ACCORDANCE WITH Conn. Gen. Stat. Section 9-168, 9-168a, 9-168b and 9-169 the Secretary of State's office will be notified of this change and in addition all the registered Voters in said district will also be notified.

Chairman Ludwick stated his belief the Registrars of Voters did a very nice job presenting this with much detail.

Councilor Bosco stated he doesn't like this, but he doesn't see there's any other choice, and he will support this.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5405** adopted 9-0-0.

RESOLUTION #5406 by Councilor Muller, seconded by Councilor Mangini.

WHEREAS, the North Central Area Agency on Aging (MCAAA) provides several grants to the Town's Department of Social Services; and

WHEREAS, the Department of Social Services is in the process of submitting grant applications to the NCAAA 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 and submit the grant applications, subject to review and approval by the Town Attorney, in the name and on behalf of the Town of Enfield with the North Central Area Agency on Aging and to affix the Corporate Seal.

Ms. Guerreri stated this is their annual reapplication, and it sustains the program for outreach efforts for isolated seniors and the senior minor repair program.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5406** adopted 9-0-0.

RESOLUTION #5407 by Councilor Mangini, seconded by Councilor Muller.

WHEREAS, the Department of Social Services intends to apply for Fiscal Year 2020-21 Small Cities Community Development Block Grant funds; and

WHEREAS, Community Development Block Grant Program Regulation 24 CFR 570.486(a) required that a public hearing be held to discuss the proposed application; and

WHEREAS, the Council wishes to seek input from the residents of the Town of Enfield regarding the Town's Shelter Diversion program and other potential project ideas based on need,

NOW, THEREFORE, BE IT RESOLVED, the Council will hold a Public Hearing in the Enfield Town Hall Council Chambers, 820 Enfield Street, Enfield, Connecticut on Monday, March 16, 2020 at 6:50 p.m. to allow interested residents an opportunity to express their opinions regarding the proposed application.

Ms. Guerreri stated this is a reapplication and there's a requirement for a public hearing to get feedback and comments on the Shelter Diversion Program.
Chairman Ludwick questioned how this program is going. Ms. Guerreri stated a lot of this is learning how to get the word out and identify locations where people can go to get their assessments, and they're working with the warming center and Loaves and Fishes, so they're expanding where they're doing assessments.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5407** adopted 9-0-0.

RESOLUTION #5408 by Councilor Muller, seconded by Councilor Mangini.

WHEREAS, the Office of Community Development intends to apply for Fiscal Year 2020-21 Small Cities Community Development Block Grant funds; and

WHEREAS, Community Development Block Grant Program Regulation 24 CFR 570.486(a) requires that a public hearing be held to discuss the proposed application; and

WHEREAS, the Town Council wishes to seek input from the residents of the Town of Enfield regarding the Town's community development and housing needs and potential project ideas.

NOW, THEREFORE, BE IT RESOLVED, the Enfield Town Council will hold a Public Hearing in the Enfield Town Hall Council Chambers, 820 Enfield Street, Enfield, Connecticut on Monday, March 16, 2020 at 6:55 p.m. to allow interested residents an opportunity to express their opinions regarding the proposed application.

Mr. Tereso explained this is the same pot of money the Town is eligible to apply for – both homeless shelter diversion and for CDBG for housing projects in town. He recommended they apply again this year. He noted last year they did receive a grant through this program to cover electrical upgrades at Laurel Park, and that project is proceeding as planned, and the Enfield Housing Authority is in the process of preparing the final bid package to go out to bid. He noted they're finalizing the contract with the State of Connecticut Department of Housing to close on the grant. He noted this amounted to $175,000 with an additional $75,000 that they need to spend from their existing program income account, which is from the revolving loan program for housing rehab. He noted this is a total of $250,000, and the Enfield Housing Authority is covering all the admin and engineering.

He stated in this round he's making a recommendation to go out for $200,000. He noted he's recommending $100,000 to cover the housing rehab program. He stated when he first arrived in town, there was about $200,000 in their program income for housing rehab, and they've moved $100,000 of that for the First Time Homebuyer Program, which is moving forward as planned.

Mr. Tereso stated they closed on two properties – one on Russell Street and one on Till Street. He noted there is another on in the works. Mr. Bromson stated his belief this is a success story.

He then spoke about blight remediation underway and noted Associated Building Wreckers out of Springfield, Massachusetts is demolishing properties at 28 South River Street, and they will begin demolishing the Church Street property in five to ten days. He noted the Enfield Housing Authority can require the Adult Day Center be demolished. He stated in case that situation does happen, he will recommend applying for money to assist with the demolition of that building since the lease will expire at the end of the month. Mr. Bromson stated this is something they knew would be coming, and they've been in constant contact with the Housing Authority, and the Town is working collaboratively with them.

Mr. Bromson stated Ms. Guerreri has provided an update in regard to the transition of the clients of the Adult Day Center, and they've all found other facilities to attend, primarily the Felician Sisters, and they all have their transportation needs being met.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5408** adopted 9-0-0.

RESOLUTION #5409 by Councilor Muller, seconded by Councilor Mangini.

WHEREAS, REKOR Recognition Systems seeks to grant two software licenses to the Town of Enfield/Enfield Police Department under the terms of a Memorandum of Understanding; and

WHEREAS, these licenses will provide a search capability within the video footage captured by the Enfield Police Department Joint Operations Center that will vastly improve unit efficiency and crime solving capabilities; and

WHEREAS, the Town of Enfield may discontinue the use of these software licenses within their discretion, in the future, should they so wish,

NOW THEREFORE, BE IT RESOLVED, that the Town Council authorize the Town Manager to enter into this Memorandum of Understanding in furtherance of the receipt of these software licenses.

Chief Fox explained REKOR is a vendor who simply seeks to provide the Town with these two software licenses. He noted there's no cost, no obligation and no expense, however, it's not as simple as taking them because it must be done under a Memorandum of Understanding.

Councilor Mangini questioned if they don't currently have the program in place, and Chief Fox responded that's correct, they do not have it.

Mr. Bromson stated the Chief of Police has worked with this company to be offering this to the Town at no current cost or future cost, therefore, it's a great opportunity.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5409** adopted 8-0-1, with Councilor Bosco abstaining.

PUBLIC COMMUNICATIONS

Robert Tkacz, 815 Woodgate Circle

Stated his belief Public Communications should be open to beyond Enfield residents because out-of-town people could have some good suggestions for the Town Council.

Mr. Tkacz stated the previous Town Manager said Enfield is the third largest real estate holder in Enfield. He questioned when the Fermi building will be on the list for auction to see what kind of money it would bring in because it's a prime piece of property.

He stated there are 1,500 people left at Mass Mutual, and at one time there were 3,000 people. He noted all those people will be going to Springfield.

Mr. Tkacz stated the west side of the state line is in good shape, but the other side is in poor shape. He requested the Town Manager have someone clean up the debris in this area. He noted on Roy Street, there appears to be three vehicles parked on a tree belt. He requested the police look into this. He noted he'd like the Town to make efforts to improve this area.

George Young, 8 Holly Lane

Stated his belief the Community Development Block Grant Program is a great idea. He referred to the Home Loan Forgiveness Program and recalled other programs whereby people were required to stay in that home for a certain period, but if they moved, they might have to pay back that loan. He feels this would be a great idea.

COUNCILOR COMMUNICATIONS

Councilor Unghire stated after the last Town Council meeting, she attended a legislative breakfast in Hartford regarding education in the state. She noted Wendy Costa and Jonathan LeBlanc were also in attendance. She stated an interesting opportunity came up during that meeting. She noted they're looking for minority teachers, and through CABE they're going to offer a program to help people get a teacher's certificate if they have a bachelor's degree.

Councilor Unghire stated residents have other opportunities to speak to the Town Council because Council members contact information is out there.

ADJOURNMENT

MOTION #5410 by Councilor Muller, seconded by Councilor Sferrazza to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5410** adopted 9-0-0, and the meeting stood adjourned at 9:18 p.m.

Respectfully submitted,

Suzanne F. Olechnicki
Town Clerk
Clerk of the Council

Jeannette Lamontagne
Secretary to the Council

ENFIELD TOWN COUNCIL
MINUTES OF A SPECIAL VIRTUAL MEETING
WEDNESDAY, APRIL 15, 2020

A Special Virtual Meeting of the Enfield Town Council was called to order by Chairman Ludwick on Wednesday, April 15, 2020. The meeting was called to order at 5:00 p.m.

ROLL-CALL – Present were Councilors Bosco, Cekala, Hemmeler, Kiner, Ludwick, Mangini, Muller, Riley, Sferrazza, Szewczak and Unghire Also present were Town Manager, Christopher Bromson; Assistant Town Manager, Kasia Purciello; Town Clerk, Suzanne Olechnicki; Town Attorney, James Tallberg; Chief Information Officer, Paul Russell

BUDGET PRESENTATION

Mr. Bromson stated there has been a shared sacrifice by the Board of Education and Town of Enfield in presenting this year's budget to reflect today's dire circumstances. He thanked Director of Finance, John Wilcox and Assistant Town Manager, Kasia Purciello, for their hard and diligent work in preparing this year's budget.

He stated the FY2020 adopted budget last year was approximately $137 million dollars, and that represents both the Town and the Board of Education spending. He noted the proposed 2021 budget has increased to approximately $138,900,000, and the total value change for this year is approximately $1.8 million dollars or a 1.36% increase from last year's budget. He referred to a pie chart breakdown with the Board of Education 51.6% and the Town 48.4%.

Mr. Bromson stated the increase in this year's 2021 fiscal budget is accounted for by the following increases. He noted the Board of Education has come in with a zero, flat rate increase, however, much like last year, the State has a minimum budget requirement, and after the State adopts its budget, they'll know exactly what it is, but they're basing it upon approximately what was returned to the Board last year after the budget process. He stated this year, they are hoping it will be about the same at around $400,000.

He stated the Town will experience an increase in debt service this year, and this is for Roads 2015 and the high school project in the amount of $1.4 million dollars. He explained there comes a time when they renegotiate bonds, similar to a refinancing, and it leaves that process and then enters the budget stream for the Town, and they must account for it in the budget process. He noted that occurred this year, and even though they have very favorable, low premiums and interest rates, the increase to this year's budget for the Roads 2015 and high school project is approximately $1.4 million dollars. He stated the total increase is $1.8 million dollars, and he then explained how this is paid going forward next year. He noted the first portion of the increase will be paid by the increase in the grand list from 2019, and that increase was approximately $733,000 and they increased the use of the Fund Balance by approximately $1.1 million dollars, and that will cover that $1.8 million dollar increase. He explained the increase from the Fund Balance was occasioned

by favorable increases in revenues from last year's budget, which they are fortunate enough to have this year to use towards the $1.8 million dollar increase.

Mr. Bromson stated the Town, like the Board of Education, has had to absorb non-discretionary increases in the budget with the first being the Town pension with an increase of approximately $577,000. He noted there's a health insurance premium increase of 17.5%, and other towns and cities have also experienced that increase. He pointed out Enfield is self-funded, and despite the fact that this past year Enfield had a savings of 1.7% per member, the plan cost was down 2.1%, and they increased wellness visits by 6.3%, because of market variations and increases in the industry, the Town has to absorb that 17.5% increase despite the Town's good trends in health care.

He noted another non-discretionary increase in the budget relates to contractual union increases and wages accounting for about $348,000, and most unions and non-union last year agreed to a zero percent cost increase, and that was a result of the very dire State budget.

Mr. Bromson stated the Town also must pay an increased disposal fee for trash, which is increasing from $73 per ton to $80 per ton. He pointed out that although this is an increase, it's a very favorable one. He explained Public Works went out to bid, and despite the issues in waste recovery and changes in the market, it was anticipated the cost might go up to $120 per ton. He noted this is a multi-year contract, and in the first year it will be $80.50 per ton, and it increases a dollar or two over the next two years.

He displayed a slide showing the State revenue from the Governor's budget. He referred to payment-in-lieu-of-taxes on State owned property in Enfield and noted last year Enfield received $566,000 for Department of Corrections' properties and facilities and $17,200 was received for colleges and hospitals (Asnuntuck and other non-profits). He noted local capital improvement (LOCIP) was $323,000 from the State. He stated Town-Aid-To-Roads was $534,000 and grants for municipal projects was $256,000; the Mashantucket Pequot and Mohegan grant was $1.2 million dollars; Education Cost Sharing was $29 million dollars and for Adult Education the Town received approximately $103,000. He noted this totals $32,667,674. He noted this is what was received last year, and the Governor's proposed budget for this year shows an increase of 1.2% from FY20, but the Town wants to be on the conservative side, therefore, they're keeping it flat given the realities of COVID-19 and what the State may do when they adopt its budget after Enfield has already concluded its own budget.

Mr. Bromson then spoke about the Capital Improvement Program. He highlighted those items the Town was able to fund this year, and these are absolutely imperative items. He noted the total combined request for CIP from all Town departments is over $16 million dollars. He stated normally the Town funds around $5 million, however, this had to be a very stark budget. He listed the following items that will be funded:

- An underground gasoline tank must be removed at the Enfield Police Department at a cost of $105,000. The Finance Director has been setting aside $30,000 per year to accomplish that, therefore, $30,000 will be funded for that purpose.

- The Central Library chimney must be repaired at a cost of $50,000.

- The Alcorn boiler must be replaced at a cost of $300,000. (Approximately $40,000 has been spent per year to repair this boiler due to severe leakages)

- There must be a handicap lift at the Annex Pool at a cost of $10,000.

- Freshwater Pond project must be completed at a cost of $350,000.

- Miscellaneous architectural and engineering at a cost of $110,000.

- Enfield's contribution to Roads 2015 from the Town budget is $176,000.

- Stowe Early Learning Center children's bathroom - $300,000 (the Town expects to be eligible for about a 70% reimbursement from the State for this project because it's located in a school)

- Two boilers at Stowe - $400,000

- Vehicle Replacement Program – the Town did a projection several years ago that they've been trying to abide by to replace police vehicles, DPW trucks, buses and vans throughout departments - $195,000 of which $43,000 will be put aside in this budget for a new ambulance chassis.

- Senior Center Roof - $50,000

Mr. Bromson stated the total for CIP this year is $2,046,635.

He then listed projects that the Town will not be able to do this year:

- Hazardville windows and window walls - $2.4 million dollars
- Multi-phase school parking lot replacement program - $350,000
- Replacement of turf fields at the Annex and the high school - $1.2 million dollars
- Enfield Annex pool dehumidification and heating unit replacement - $300,000
- Annex tennis court replacement - $85,000
- Underground tank removal at Prudence Crandall - $300,000
- Somers Road and Moody Road work - $1.6 million dollars

- Hazardville Memorial Roof - $2 million dollars

Mr. Bromson stated these projects would have totaled $8,554,000, and all these projects will have to be deferred.

He stated additionally, there were requests made from department directors, and he noted they did a very earnest and thoughtful job in their budgets to help the Town come in at a zero percent increase. He listed some of the requests that he had to remove:

- **Grants Manager position at Social Services** to help that department garner and get state and federal grants, which would have helped offset the cost of the Town providing services, and this was a $101,000 position.
- **Two EMT's** at a cost of $139,000 – it was hoped to reduce overtime and increasing call volume to area towns, thus increasing revenues.
- Deputy Chief Hall postponed his retirement because of the current pandemic, and he agreed to stay on for the foreseeable future, but when he does retire, the Police Department will proceed with **Three administrators at the Police Department – a Chief and two Captains** Mr. Bromson stated that will be a savings of $41,000, and they will keep the number of patrol offices and the actual count of officers at 95.
- The Town will not be continuing with the Roads Engineer because they will not be doing a 2020 referendum, and that job will expire at a cost of $118,000.
- There was a Social Services IT program that was going to be highly efficient in helping them track and be more efficient - $60,000
- There will be no Roads 2020 referendum to complete the roads, and this will have to be deferred.
- There will be no Roofs referendum until a future date.

Mr. Bromson stated there will be no tax increase this year. He stated the FY20 mill rate was 34.23 mills, and that will be the mill rate if this budget is adopted for FY21. He explained the Town charges $34.23 for every thousand dollars of taxable value. He noted they tax 70% of market value of a property as established by the Town Assessor's office, i.e., a home in Enfield worth $200,000 will be taxed at 70% of that, and based on the mill rate of 34.23 of last year and this year, the taxes would remain at $4,792.

He displayed a slide of the historical increase of the mill rate, and 2020 was the increase of 34.23 and that will remain flat for the 2021 proposed budget.

He displayed a pie chart, which shows a breakdown of how the Town pays for the budget in its totality. He noted taxes account for the lion's share - $100 million dollars; $31 million dollars from intergovernmental revenues; $1,300,000 charges for services; $684,000 - investment income; $12,000 - fines and forfeitures; $637,000 - licenses and permits; $640,000 - intergovernmental funds (transfers within the Town budget) $3.3 million dollars – Fund Balance. He noted this accounts for the total FY2021 proposed budget in the amount of $138,911,188.

Mr. Bromson stated the budget timeline will remain the same, despite the fact that the State has given some discretion and flexibility to towns to extend the budget process. He noted after today's presentation of this proposed budget, the Council will have deliberations where they will be able to ask directors questions about the budget, and they will have a budget book, which will also be made available to the public on April 22nd. He noted there will be a public hearing on April 29th, and administration is coming up with a way to comply with the Governor's executive orders as to how they can best provide a way for the public to provide input, and that will be announced shortly. He noted on May 6th or 7th there will be Council deliberations when they can make changes, additions or deletions, and the budget will be adopted no later than May 20, 2020, and the budget will become effective July 1, 2020.

He then listed some positive highlights of this proposed budget as follows:

- The Town pensions are funded at 95%; the Police pension is funded at 92.2%, and this is much higher than what the State of Connecticut has done over the last several years.
- Enfield's Standard & Poor's AA rating allows Enfield to borrow money at a very low rate. Last year, Enfield borrowed monies for the roads projects, the WPC project, the high school and JFK Middle School project at historic low interest rates with some at just over one percent.
- As of June 30th, Enfield has an unassigned Fund Balance of $25,660,000. The Fund Balance has restrictions so they will always keep in reserve and not allocate a level of $12,900,000. He noted budget usage, which is available and unassigned and a pool apart from that represents about $10,700,000. He stated last year, the Town used out of the unassigned Fund Balance approximately $2.5 million, and this year, the Town is using $3.3 million dollars. He pointed out last year they had greater than expected revenues, therefore, they were able to utilize them. The remaining unassigned Fund Balance this year, even after the investment of $3 million dollars for the CIP, remains at a very healthy $7 million dollars. He pointed out the Town will have $12.5 million dollars in a rainy-day fund, which they will not touch, but they have available for an upcoming, uncertain year $7 million dollars, which could be used in emergencies, i.e., if the State budget is drastically cut.
- The Honeywell energy savings amounted to about $849,000 last year, and there will be an updated report this June, and they hope to realize savings again.
- The Town received an Eversource credit, and this year the Town is hopeful to receive a credit for FY2021 of $250,000. He noted in April 2018, the Town received $1.6 million dollars in rebates from Eversource, which was about $462,000 over what was anticipated. He stated the Director of Finance prudently put that money in deferred revenues, and they've been using it over the last three years.
- Enfield will be able to restore Senior Center hours – Mondays – 5:00 to 8:00 p.m., which was requested by users of the Senior Center, and this was possible due to the smart management of the Senior Center and increased revenues that will offset this increase.
- They will be remounting an ambulance chassis. He noted they haven't purchased new ambulances outright, which cost almost a half million dollars, but rather they re-chassis the

ambulances at a lower cost, and this allows them to get many more years out of these vehicles.

- The Stowe Learning Center bathroom at a cost of about $300,000. They will put in all necessary applications to the State in the hope of being reimbursed approximately 70% of the cost.

Mr. Bromson then spoke about the Water Pollution Control budget.

He stated the FY2020 adopted budget was a total of approximately $5.4 million dollars with $4.3 million dollars in operating costs and $1.1 million in capital. He noted the proposed 2021 budget is a total of approximately $5.8 million dollars, and that's comprised of $4.7 million dollars in operating costs and $1.1 million dollars in capital. He noted this represents a 6.4% increase. He explained on the operating side, they included a half of a position. He noted the Novak Study indicated they need to commit additional people for maintenance and for running the Water Pollution Control center to protect the Town's investment. He stated it will be online in October, so they've included a half-year cost of an employee at a cost of about $42,000.

Mr. Bromson stated interest to date on monies borrowed for WPC have been about $200,000 per year, and that is included. He noted there's been a $93,000 increase for health, insurance costs and mandatory union pay increases of about $36,000. He stated that comprises the increases on the operating side. He stated there's a decrease of about $70,000 in the capital, and that represents investment that they made on CIP, which involves pump stations, street realigning and other infrastructure.

He stated the total cost of the upgrade to have a state-of-the-art WPC center is as follows:

- The Town received a loan from the Clean Water Fund in the amount of $23 million dollars at 2%.
- The Town received a Clean Water Fund Grant, which the Town does not have an obligation to repay in the amount of $5.6 million dollars. He explained that is given as a reimbursement as the Town continues to pay for the improvements each month.
- The Town received a one-time Department of Corrections payment of $2.5 million dollars under the Memo of Understanding for the DOC to use the WPC facility.
- The Town has bonded in the amount of $4.6 million dollars.

Mr. Bromson stated this is a total upgrade of $36 million dollars.

He stated last year the actual adopted budget for 2020 was a base rate of $30 per quarter and a volumetric usage charge, and it's split depending on usage of $3.49 increasing to $5.24. He recommends no increase this year, and it remains flat at $30 per quarter for the base rate, and the volumetric usage charge will remain at $3.49 and $5.24 respectively. He pointed out another chart shows the recommendation of the consultant as to what the Town needs to increase rates by on a

yearly basis to make the plant sustainable. He noted the consultant's recommendation this year would have been a volumetric usage charge at $3.60 and $5.39 and a base rate of $42 per quarter.

Mr. Bromson showed a chart which shows the 2022 implications by remaining stable and not having an increase. He noted the proposed FY2021 rate will generate approximately $6.9 million dollars, however, next year the cost of the operating budget will be $5.8 million dollars, however, the Clean Water Fund loan kicks in and becomes due. He noted this loan is at 2%, and it's a 20-year loan in the amount of $23 million dollars. He stated next year, the Town will start the repayment, and that will increase by $1.6 million dollars per year. He noted the bonding will become due, and they have a 20-year loan of approximately $4.7 million dollars at a low interest rate, but that will commence and be effective next year, and that repayment for the 20 years will start at the rate of $300,000 per year. He stated the Town also continues to make a repayment to the General Fund of $250,000, and that is because the WPC was unable to sustain itself, so the General Fund loaned money, and the total of that loan was $3.5 million dollars, and they've been paying this back on a yearly basis, and as the end of FY2020 approaches, they will have paid back $1.9 million dollars, but there's still a balance of $1.5 million dollars to repay, and this $250,000 will go towards that.

He stated they've also included, pursuant to the Novak recommendation, four operator positions to keep the plant working and efficient so that this $36 million dollar investment lasts for the next 50 years. The salary and benefit cost for these positions would be $222,000.

Mr. Bromson stated the FY2022 need will be $8,200,000, and that will be an increase and a difference of $1.2 million dollars next year. He stated while they would experience a zero percent increase this year, next year's proposed budget would have an $83 dollar increase per household. He noted the Council could consider splitting that, and instead of adopting the proposed flat rate budget, the Council has the alternative of perhaps increasing in this year's budget the quarterly base charge to $39, and increasing volumetric to $3.60 and $5.39, and then reducing the impact in FY2022 to then reach the $48 per quarter and the $3.70 and $5.56. He noted that would amount to an increase per household of approximately $42.00 in this budget and $42.00 in the 2022 budget and avoid having to absorb an increase of $83 all at once.

He stated he made his recommendation based on current circumstances, the high unemployment rates, the uncertainty of what tax collections will be and all other manner of things that can't be predicted.

Mr. Bromson recognized the sacrifice, patience and understanding of Enfield residents during these very difficult times, especially with the closing of some Town facilities and the difficulties in providing services. He stated on the Town and Board of Education sides, employees strive and pride themselves on delivering the highest quality of Town services in an efficient and cost-effective manner, and they will continue to do that. He pointed out Enfield was experiencing a very strong, economic growth period in the Town of Enfield prior to this virus. He noted he fully

expects the Town of Enfield will have a resurgence and a very strong rebound, and he believes the best days are yet to come.

Chairman Ludwick thanked Mr. Bromson, Ms. Purciello and Mr. Wilcox and Town staff for putting this budget together. He also thanked the Board of Education and Superintendent of Schools, Christopher Drezek. He noted the budget book will be ready approximately on Friday, and it will be sent to all Town Council members for their review. He stated the first budget deliberation will be next Wednesday, and the deliberations will be open to the public.

RESOLUTION #5411 by Councilor Muller, seconded by Councilor Cekala.

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
FROM:	Unallocated Charges Contingency	10800092-584000	$125,000

CERTIFICATION: I hereby certify that the above-stated funds are available as of March 10, 2020.

/a/ John Wilcox, Director of Finance

Mr. Bromson explained they are in arbitration with the Police union over the collective bargaining agreement, and they retained the firm of Shipman & Goodwin, and it's estimated their legal fees will be approximately $100,000, but that's subject to change since it could be less or more. He stated Attorney Tallberg is Enfield's Town Attorney, and he serves at a yearly cost of $65,000, although he's mentioned in this only because the way that the budget went with Attorney Elsden retiring, they had an outside legal services account of $25,000 that was used in the interim when they were short a person, and that has been extinguished, so they are simply putting in $100,000 for Shipman & Goodwin, and $25,000 would go back into outside legal services if it becomes necessary, but it does not in any way increase or change the yearly salary of the Town Attorney.

Chairman Ludwick questioned if there's any idea on the timing of this, and Mr. Bromson stated an update can be provided by the Human Resource Director as to what the scheduling will be going forward.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5411** adopted 11-0-0.

RESOLUTION #5412 by Councilor Muller, seconded by Councilor Sferrazza.

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
FROM:	Unallocated Charges		
	Contingency	10800092-584000	$35,000

CERTIFICATION: I hereby certify that the above-stated funds are available as of April 13, 2020.

/s/ John Wilcox, Director of Finance

Mr. Bromson stated this is a new initiative. He explained several years ago, the Town received a grant to install 30 garden plots off Main Street in the Thompsonville section of town. He noted this has been highly successful with a waiting list each year. He stated they began looking into expanding this program and looked for additional sites and determined two sites would be appropriate – one at Central Library on Middle Road and another on Chapel Street in downtown Thompsonville, and this would provide for an additional 60 new garden beds. He noted they did have some fundraising and spoke to different groups about donations, but in the interest of having this up and running for the June planting season, they would go directly to the Council. He noted they found existing funding, and it would cost $35,000, and this would represent 60 new beds, installation of fencing, sheds, soils, hoses, landscaping, etc., and they would have it up and running, so citizens would have this to look forward to. He stated this will be part of a larger project where they'd like to do this all over town and encourage gardening for people who live in condos, apartments or even homes that don't have a gardening area. He noted the cost is $25.00 per plot, and guidance and plants are provided.

Councilor Sferrazza stated his belief this is a wonderful program. He questioned if the $25.00 is for the entire season, and Mr. Bromson responded that's correct.

Councilor Riley questioned the fencing at the library to secure the garden plots. Mr. Bromson stated the fencing will be aesthetically appropriate for the area, and it will be directly adjacent to the building, and there will be ten plots in that area.

Councilor Mangini stated her belief this is an excellent program, especially with all the stress and concern of the pandemic.

Councilor Cekala stated her belief this is a great program, and she will support it.

Councilor Kiner stated this is money well spent.

Councilor Bosco questioned how people can sign up, and Mr. Bromson stated it's first come/first serve, and people only need to call Laurie Whitten's office in Development Services.

Councilor Hemmeler stated she's in favor of this and believes it's a healthy, good activity.

Councilor Unghire questioned the size of each plot, and whether a person can buy more than one plot. Mr. Purciello stated the size of the garden beds are four by eight. Mr. Bromson added it will be one plot per resident.

Councilor Muller stated his belief this is a great program, and he will be supporting it.

Councilor Szewczak questioned if this is in conjunction with Sustainable CT, and Mr. Bromson responded yes, it had been and the Town had matching funds, but due to the COVID-19 there was a big drop-off, and the Town felt they wanted to move forward and fund it entirely. He added they will still be seeking funding because the Town would like to expand this program further.

Ms. Purciello stated her understanding the Sustainable CT matching fund required ten different donors, so unfortunately that expires at the end of the month, and they've only had four donors for a total of $400. She noted that is partially why they want this to go forward, and they need to have the funding secure to be able to pursue this project to have it start in June.

Councilor Szewczak questioned as they expand, if they can get ten donors and get some advertising on that, then they would qualify for grants from Sustainable CT, and Ms. Purciello responded yes, that's her understanding.

Councilor Szewczak stated it's always good to advertise to get the word out. She added her belief this will be well-received at the Library. She noted she will support this.

Chairman Ludwick stated his understanding they can tie this in with the Farmers Market. Mr. Bromson responded that's correct. He noted even before this pandemic, they had questions in the fall, and they wanted to reinvigorate the Farmers Market. He stated they have a new person who does a fantastic job in these matters, and her name is Connie Provencher, and she has been doing a great job in attracting and soliciting new people for the Farmers Market. He noted they are looking at moving the Farmers Market from Wednesday evenings to Sundays. He stated previously a lot of their local farmers were committed to other markets and other towns on Saturdays. He stated they are hopeful the Governor will list this as an essential service. He noted they will schedule this for later in July, August and September. He stated they expect an exciting grand opening, and they will promote this. He noted one of their tie-ins to the gardens is that they want to encourage people to raise what they can for their families, and if they have something extra, they can have a communal area at the Farmers Market, and they can sell their wares there.

Chairman Ludwick questioned when people can start calling to reserve a plot, and Mr. Bromson responded they can do this immediately if the Council approves this resolution.

Chairman Ludwick suggested perhaps a dedication can be made at one of these garden locations in memory of those who passed away as a result of this pandemic. Mr. Bromson stated they will consider this and come up with a proposal for that going forward.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5412** adopted 11-0-0.

RESOLUTION #5413 by Councilor Cekala, seconded by Councilor Muller.

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.

Mr. Bromson explained a call was made by a resident, who wishes to remain anonymous, who had been receiving calls from residents who would like to make donations during this time of need. He noted after some review, this money would go towards providing meals for seniors, and if that money isn't needed, they would then designate it to any COVID-related expenses incurred, and it would be used to offset any costs at Neighborhood Services. He stated his belief this is a wonderful idea, and he endorses it.

Councilor Sferrazza stated his belief this is a great program, and he will be supporting it.

Councilor Riley stated her belief this is a great idea, and she's humbled by the outpouring that this community has towards all residents and neighbors. She feels this showcases that Enfield cares about its neighbors.

Councilor Mangini questioned if there's any indication when CRT will have issues delivering to residents. Mr. Bromson stated they already had cutbacks, so it was believed this could be a reserve fund that could be used to augment municipal funds to provide those meals without interruption.

Councilor Mangini referred to the second to last paragraph of the resolution and questioned what other assistance means, and Mr. Bromson stated they needed a catchall because the Finance Director didn't want to have to come back to the Council and return donated money, therefore, they believed they would state they would use that money towards other COVID-related expenses at Neighborhood Services, and they can articulate those if that eventuality occurs.

Councilor Mangini voiced her support of this resolution.

Councilor Kiner stated he's very proud of Enfield residents for doing this. He thanked Mr. Bromson for bringing this before the Council.

Councilor Hemmeler stated she's in favor of this. She questioned how someone donates, and can donations be made online. Mr. Bromson stated he will pass this question onto the Finance Director.

Councilor Unghire questioned whether a status report can be provided as to how things are going with donations, and Mr. Bromson responded updates can be provided.

Councilor Szewczak stated this is a great idea.

Chairman Ludwick suggested if donations come in for the provision of meals, local restaurants should be used since they can use all the help they can get. Mr. Bromson stated if it becomes the Town's prerogative to purchase the meals, they'll certainly strive to accomplish that.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5413** adopted 11-0-0.

Chairman Ludwick thanked all the Councilors for being very flexible in this video conferencing. He also thanked Deb McCarthy, Alex Giner and Paul Russell for their work in making this video happen. He noted the Council will meet next Wednesday.

Mr. Bromson thanked Deb McCarthy, Alex Giner from ETV and Chief Technology Officer, Paul Russell, and the Town Council for all their hard work in making this videotaped meeting possible.

ADJOURNMENT

MOTION #5414 by Councilor Muller, seconded by Councilor Mangini to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5414** adopted 11-0-0, and the meeting stood adjourned.

Respectfully submitted,

Suzanne F. Olechnicki
Town Clerk
Clerk of the Council

Jeannette Lamontagne
Secretary to the Council

ENFIELD TOWN COUNCIL
MINUTES OF A SPECIAL VIRTUAL MEETING
WEDNESDAY, APRIL 22, 2020

A Special Virtual Meeting of the Enfield Town Council was called to order by Chairman Ludwick on Wednesday, April 22, 2020. The meeting was called to order at 5:00 p.m.

ROLL-CALL – Present were Councilors Bosco, Cekala, Hemmeler, Kiner, Ludwick, Mangini, Muller, Riley, Sferrazza, Szewczak and Unghire Also present were Town Manager, Christopher Bromson; Assistant Town Manager, Kasia Purciello; Town Clerk, Suzanne Olechnicki; Town Attorney, James Tallberg; Chief Information Officer, Paul Russell; Chief of Police, Alaric Fox; Director of Finance, John Wilcox; Director of Social Services, Cindy Guerreri; Library Director, Jason Neely; Director of Development Services, Laurie Whitten; EMS Chief, Erin Riggott; Director of Public Works, Donald Nunes; Supervisor of Assessment and Revenue Collection, Della Froment; Administrative Secretary to the Town Manager, Debra McCarthy; Director of Human Services, Steven Bielenda

RESOLUTION #5415 by Councilor Muller, seconded by Councilor Szewczak.

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

WHEREAS, in accordance with Chapter VI, Section 4, of the Enfield Town Charter, any elector or taxpayer may have an opportunity to be heard regarding appropriations for the ensuing fiscal year and for the purpose of being heard on issues of vital community importance and concern; and

WHEREAS, the Town Council shall conduct a virtual public hearing Wednesday, April 29, 2020 at 5:00 p.m. that will be available for viewing on YouTube; 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 PHBudgetComments@enfield.org by 5:00 p.m. on Monday, April 27, 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 2020-2021 budget hearing be arranged as 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. Mayor will confirm receipt and review of those public comments by each Town Councilor as part of their budget deliberation.
3. After documenting receipt and review of public comment, the record for the public hearing will be closed and the Council's budget deliberations should proceed forthwith.

Mr. Bromson stated the Town is adhering to its budget timeline as he outlined in the April 15th budget submission to the Council.

Attorney Tallberg stated as indicated in the resolution, the two most pertinent executive orders are 7B and 7I, which suspend the in-person open-meeting requirements and which provide this process by which the Town is allowed to receive written testimony by email. He noted many other municipalities are following this procedure. He suggested that when the written submissions come in, they be made available to each Councilor, and the Council should review those comments. He stated after a record is made, regarding the gross number of submissions, the Council could have its normal deliberations after they close the public record and make any comments they deem appropriate as members of the Council. He stated this is what's being done to comply in the face of this global pandemic, as authorized by the executive orders.

Councilor Szewczak stated her understanding the budget is available to everyone online, so the public can review it, and Mr. Bromson stated it's his understanding it has been posted on the Town's website. Councilor Szewczak questioned whether anything is being done for those people who don't possess technology. Mr. Bromson stated it won't be practical to do so, because all Town buildings are closed. Councilor Szewczak suggested perhaps a person could pick up a copy at the Police Department. Mr. Bromson agreed they can make a certain number available at the Police Department, and if anyone requests another form, manner, or place, the Town will try to make that accommodation as well.

Councilor Bosco questioned whether there can be clarification about a referendum, and Mr. Bromson stated he will ask the Director of Finance to reach out to bond counsel to see if a referendum can be phrased in that manner, that it will proceed unless there are certain caveats. He added his belief probably not because he feels it must be very clear and certain to the electorate when they are voting. He noted that inquiry will be made, and that will be available prior to the Council's deliberations on May 5th or 6th.

Councilor Cekala stated when this is put out to the public, she requested a link be provided as to where people can find the budget, and she was informed there is a link available.

Councilor Riley requested the email address that people will be sending their comments to be in bold print. She questioned whether Council members will be reading the public's comments out loud and then answering them. Mr. Bromson responded no, the requirement is that the public will have the opportunity to have their statements made as part of the record. He added a Council member may make a comment or read a portion of a person's comment. He pointed out the Council will have these comments in advance. He clarified that comments can only be from residents or electors of the town in order to opine. Attorney Tallberg agreed with the Town

Manager and noted there is not a requirement in the executive orders to read all the comments, but they need only create a record that they have been received as part of the record.

Council Riley questioned whether all the questions and comments about the budget will be posted as part of the minutes of that meeting. Attorney Tallberg stated a record will be created at the public hearing with regard to the gross number of persons who submitted written testimony, but not necessarily the specific comments that they all submitted, unless a Councilor wished to make specific note of it in the record. Mr. Bromson responded that's correct.

Councilor Szewczak stated it should be made clear to people that they must provide their name and address when they deliver their comments.

Attorney Tallberg stated there's already a place-holder link on the Town website within the budget area where the comments from the public can be submitted.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5415** adopted 11-0-0.

RESOLUTION #5416 by Councilor Muller, seconded by Councilor Mangini.

WHEREAS, due to the Covid-19 emergency, the Town's EMS Division would like to provide an ambulance to the Somers Fire Department; and

WHEREAS, the ambulance will be crewed by appropriately trained and certified personnel from the Somers Fire Department; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Manager, Christopher W. Bromson, is authorized to enter into and amend the Ambulance Staffing Agreement with the Town of Somers, subject to the approval of the Town Attorney.

Mr. Bromson stated Enfield has several Town EMS employees out as a result of the COVID-19 virus, and they are being quarantined. He noted Enfield has mutual aid agreements with surrounding towns. He stated Enfield has an extra ambulance, and Somers has extra personnel, therefore, Enfield will provide Somers with an ambulance. He noted Somers will primarily help to assist in responding to DOC facilities. He explained there is an obligation to respond to Northern and Osborn DOC facilities, and it will be quite an increase of calls. He pointed out on Friday three inmates needed to be transferred within a couple hours. He stated this is a mutually beneficial collaborative agreement. which will help Enfield in fulfilling its obligation to DOC and to allow Somers to back-fill and assist in mutual aid calls back to the Town of Enfield as well. He urged the Council pass this resolution.

Attorney Tallberg commended Attorney Mark Cerrato for his work on this.

Ms. Riggott urged the Council to pass this. She noted this has been a very good collaborative. She also thanked the Town Attorney for having this drafted so promptly.

Councilor Szewczak stated Somers and Enfield do support the DOC. She questioned what the state is doing to supplement the needs of the DOC to help with COVID patients. Mr. Bromson stated there will be another call with the Commissioner of the DOC to address both short and long term needs and resources. He noted the prison used to have its own ambulance, but that's changed over the years. He stated they have provided a list of concerns to the Commissioner, and they will be having a discussion soon.

Councilor Mangini stated she's concerned about Enfield residents. She pointed out the State of Connecticut should be responsible for the Department of Corrections. She agreed it's great to have a partnership with Somers, but she'd like to further explore how the State can take some of the burden off the towns.

Councilor Riley voiced concern for the safety of EMS personnel transporting DOC residents and stated her hope DOC is providing a guard in the ambulance, and Mr. Bromson responded DOC does provide security.

Councilor Sferrazza stated Enfield has the first responder and OEMS license to do medical calls. He noted legally this isn't an option, but rather Enfield needs to respond to the best of its ability because of the licensing agreements the Town has with the State. Attorney Tallberg responded that's his understanding.

Chairman Ludwick expressed his appreciation to everyone for working together so quickly to bring this to a resolution. He also thanked the Somers Fire Department for being a good partner with Enfield.

Mr. Bromson commended Erin Riggott and the EMS staff for doing an outstanding job.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5416** adopted 11-0-0.

RESOLUTION #5417 by Councilor Szewczak, seconded by Councilor Mangini.

WHEREAS, on March 20, 2020, Governor Lamont issued a declaration of public health and civil preparedness emergency, proclaiming a state of emergency throughout the State of Connecticut as a result of the coronavirus disease 2019 (COVID-19); and

WHEREAS, Governor Lamont issued Executive Order No. 7S on April 1, 2020, and under Section 6, requires municipalities, by vote of its legislative body to participate in at least one of the two established programs: a) Tax Deferment Program, and/or b) Low Interest Rate Program; and

WHEREAS, the Tax Deferment Program can provide up to 90 days relief for certain payments due by taxpayers for tax and sewer use accounts; and

WHEREAS, the Town must inform the Office of Policy and Management (OPM) no later than April 25, 2020 which program(s) the Town will participate in.

NOW, THEREFORE, BE IT RESOLVED, the Enfield Town Council hereby selects to participate in the Tax Deferment Program, under Section 6(b) of the Executive Order No. 7S, and the Director of Finance and the Supervisor of Assessment and Revenue Collection are hereby authorized to carry out all such requirements in the implementation of the program.

Chairman Ludwick stated there's actually two resolutions – one for the tax deferment and one for the low interest rate program. He noted depending on which way they go, they must re-do the resolution.

Mr. Wilcox stated the executive order says that the town must select at least one program, or both programs may be implemented. He noted he included two resolutions with the first being the deferment program, which he does not recommend. He explained the deferment program would apply to residential taxpayers, who have been impacted by the COVID virus, and their income has been reduced by 20% or more, and for a business taxpayer, their business has been impacted by 30% or more. He noted an application would have to be submitted to the Town by July 1st along with substantiating information. He pointed out this would amount to many applications, and it's believed that this is not the way to go. He added that could create a delay in tax receipts, which would cause the Town to have to take other measures to fund the operation of the government.

He stated it's recommended using the low interest rate program.

Ms. Froment stated OPM has created an application on its website. She noted administration would have to determine what criteria is utilized to determine if someone would be eligible.

Attorney Tallberg stated a decision needs to be made this evening because of the tight deadline of April 25, 2020.

Mr. Bromson agreed with the recommendation of Mr. Wilcox and Ms. Froment.

Councilor Unghire stated the federal government deferred everyone's taxes from April to July and don't require any type of application or proof someone doesn't have the funds or is unemployed. Ms. Froment responded the Town would have to require that. Mr. Bromson added the Town is just following the language and that's a mandate that the Governor has included in his executive order, therefore, the Town must comply with it.

Councilor Hemmeler stated everyone definitely wants to help the taxpayers, but at the same time they must be sure the funds are available to run the town. She noted she's definitely more in favor of the low interest rate program.

Councilor Bosco stated he likes the tax deferment, but he believes it will cause a lot of issues and confusion between the taxpayers and Town staff. He noted he will support the low interest rate program resolution.

Councilor Kiner stated he's leaning toward the deferment program due to the trauma that many residents are going through with many people unemployed and who will have difficulty paying taxes. He stated his understanding this will create a hardship for the Town, but it will only be temporary until October comes and then payment will be made. He noted he also supports the low interest rate program.

Councilor Cekala stated she would like more of a reason why it would be difficult for Town staff to implement the tax deferment program. She noted there are people in Enfield who would really benefit from a deferment and the low interest rate program.

Councilor Mangini stated her understanding the deferment program could apply to all taxpayers, and that's not being recommended by staff. She noted the low interest program does apply to all taxpayers, and that is supported by staff. She questioned if they should or could support both programs, and must they choose one over the other. She questioned if there could be a hybrid between the two programs.

Mr. Bromson stated they could do both programs, but there's no hybrid because of the specifics in the mandate, and they must follow what the executive order outlines. He stated the recommendation of the staff, for reasons stated, is to go with the low interest rate program. He went on to note he is not saying they shouldn't support the tax deferment program because it would represent a caseload increase for staff. He stated the tax deferment program will not only be a logistical nightmare, but will probably be delayed, people will be frustrated or outraged that they didn't file something, or they must file something else. He noted while the State had good intentions, the devil is in the details that the towns are left with to try and implement and figure out. He feels this would be a disaster in the making, so for that reason and clarity, and for not confusing and upsetting and frustrating residents further and giving them greater anxiety, he feels it's a lot simpler, cleaner and more easily implemented and beneficial to residents to be very clear and offer the low interest rate program. He believes the tax deferment program will be fraught with confusion, and it will create a lot of ill sentiment and frustration from the public.

Councilor Mangini stated her understanding the low interest program does apply to all taxpayers across the board, and Mr. Wilcox responded yes, it applies to all taxpayers.

Councilor Riley stated it would be great to defer taxes for 90 days and would definitely help a lot of people, but she would not like to see the town get into a worse situation, i.e., salaries or bills not being paid, and then the Town would have to take out a loan. She noted she would lean toward the low interest rate program if people don't have to fill out an application and it's automatic. She feels this is some sort of reprieve.

Councilor Sferrazza stated since March 1st, 392,000 Connecticut residents have filed for unemployment, therefore, Enfield could realize over 2,000 or 3,000 applicants if they went with the tax deferment program. He noted there's no question the Town needs to get some relief for its residents, not only because of the present unemployment situation, but the State of Connecticut's economy only grew by 1.6% last year, and Connecticut was 33rd out of 50 states. He noted additionally, there's an unfunded pension balance of $125 billion dollars facing the State of Connecticut for municipalities' teachers and state workers. He noted he's not optimistic that when the time comes for revenue sharing, Enfield is going to get what they hope to get. He stated he wants to provide relief to Enfield residents, but if they go with the tax deferment program, the Town wouldn't have any money potentially until October 1st, and unfortunately the Town has bills in July and August. He noted he will not be supporting the tax deferment program, but he will support the low interest rate program.

Chairman Ludwick stated he will be supporting the low interest rate program. He noted this will allow the Town to continue functioning.

Councilor Unghire questioned the percentage of people that paid a lump sum in July versus the rest of the residents who pay throughout the whole year.

Councilor Sferrazza stated 92% of Enfield residents pay their taxes in July, 5% in August and 1% pay in September. He noted 98% of the taxes are paid in those three months.

Mr. Wilcox stated the taxes are billed in two installments, and motor vehicles is billed at 100% in July, so of the taxes that are due in July, typically the Town receives the 92%, 5% and 1%, and they do another billing in January for the second half of the real estate and business/personal property plus any motor vehicle supplemental bills that need to be paid. He explained when he does his analysis on that, at least 50% are paying through escrow accounts.

Councilor Unghire questioned if mortgage companies hold onto the tax money, and they then pay it all in July. Mr. Wilcox stated the mortgage companies pay the installment amount in July. He explained when a person pays their mortgage, they're paying the principal, interest and escrow, and that builds up to an amount for them to pay each time an installment is due. He noted they then pay the January installment to the town. He pointed out the bank isn't holding onto money, but rather that's how the whole process works.

Councilor Bosco stated most people aren't going to be able to enjoy a tax deferment because the bank already took their money and put it into an escrow account, therefore, it's not going to help the majority of people. He stated his belief the low interest rate program is a much better deal.

Councilor Mangini questioned whether Council members can support both programs. She questioned if under the deferment program, can towns elect to have the program apply to all taxpayers. Mr. Wilcox replied that is correct.

Councilor Kiner stated his understanding that when the Council votes on this deferment program, there are actually two separate programs within this program – one is to defer taxes to all residents and the other is to defer taxes for those people who applied. He questioned if the Council votes on this resolution, are they voting on both segments or one or the other.

Mr. Bromson stated as it reads, if the Council votes this resolution down, it's voted down in its entirety, and they would move onto the low interest rate program.

Councilor Szewczak stated she would not be in favor of a blanket deferment, but she would be in favor of an application process, however, she feels the low interest rate program helps everyone, and everyone can assess their own needs as to whether they feel paying their taxes at a later date would help them.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5417** defeated 3-8-0 with Councilors Bosco, Hemmeler, Ludwick, Muller, Riley, Sferrazza, Szewczak and Unghire voting against the resolution.

RESOLUTION #5418 by Councilor Muller, seconded by Councilor Riley.

WHEREAS, on March 20, 2020, Governor Lamont issued a declaration of public health and civil preparedness emergency, proclaiming a state of emergency throughout the State of Connecticut as a result of the coronavirus disease 2019 (COVID-19); and

WHEREAS, Governor Lamont issued Executive Order No. 7S on April 1, 2020, and under Section 6, requires municipalities, by vote of its legislative body to participate in at least one of the two established programs: a) Tax Deferment Program and/or b) Low Interest Rate Program; and

WHEREAS, the Low Interest Rate Program can provide, for up to 90 days, relief for certain interest payments due by taxpayers for tax and sewer use accounts; and

WHEREAS, the Town must inform the Office of Policy and Management (OPM) no later than April 25, 2020 which program(s) the Town will participate in.

NOW, THEREFORE, BE IT RESOLVED, the Enfield Town Council hereby selects to participate in the Low Interest Rate Program, under Section 6(b) of the Executive Order No. 7S, and the Director of Finance and the Supervisor of Assessment and Revenue Collection are hereby authorized to carry out all such requirements in the implementation of the program.

Councilor Szewczak stated her belief this allows people to make their own decision without having to go through an application process, which could be overbearing to the residents and very time consuming.

Councilor Hemmeler stated she's definitely in favor of this because she believes it's an opportunity for everyone if they so choose.

Councilor Kiner stated he would have preferred the tax deferment program, but he believes this will help people, therefore, he supports the resolution.

Councilor Cekala stated she will support the resolution.

Councilor Mangini stated she will support this program. She noted she likes the fact that it benefits all taxpayers.

Councilor Sferrazza stated he wished they could have supported both programs, but with the tax deferment program, the Town of Enfield would not have had the money to pay their bills or labor force for August and September, therefore, it was never an option.

Councilor Cekala referred to Councilor Sferrazza's comments and stated the Town could pay those bills with its Fund Balance because this is an emergency, and that's why they have a Fund Balance. Councilor Sferrazza agreed with Councilor Cekala that could be done, and he noted he did speak to the Director of Finance about different options. He stated the rainy-day fund Councilor Cekala refers to is planned to be tapped into to balance the budget this year to keep the budget at a zero increase. He noted if they tap further into the Fund Balance, he's concerned about a negative impact on the Town's bond rating.

Councilor Bosco questioned if the deferment is at a low percentage rate for only three months. He noted he's unsure what happens in the fourth month. Mr. Wilcox stated it's for 90 days and also applies to sewer use bills that are issued from April through June, so each of those bills would receive three months of a lower interest rate. He noted if bills aren't paid within the three-month period, the interest rate does refer back to the original rate.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5418** adopted 11-0-0.

BUDGET DISCUSSIONS

Police Department

Mr. Bromson stated his proposed budget will result in a zero percent tax increase, and the mill rate will remain the same from this year until the next. He introduced Chief of Police, Alaric Fox.

Chief Fox stated he submitted a budget request for the Enfield Police Department that's consistent with last year's budget. He noted there were several items on the operational side that were increased costs and beyond their control, and they offset those costs within the operating budget by corresponding cuts in other areas.

Councilor Szewczak questioned whether they will still have money in the budget for the walking patrols in Thompsonville, and Chief Fox responded yes.

Councilor Szewczak questioned if there are any things that are not as efficient as they could be. Chief Fox stated fixed items account for 93 to 94 percent and everything else is operational, therefore, it's difficult to find much savings. He noted they've trimmed beyond what they can trim.

Councilor Muller questioned how vehicle replacement is going, and Mr. Bromson stated they will be bringing online from last year ten new vehicles as he indicated in his budget presentation. He noted there is a vehicle replacement program calling for replacements each year, but they put a halt to that this year across the board. He noted the only replacement relates to a chassis replacement for an ambulance.

Councilor Hemmeler referred to the line item for Travel for $7,250 and stated her impression this would be the year that there would not be any travel. Mr. Bromson stated they've made cuts across the board for all travel, except for mandatory reaccreditation and retraining that they are required to do. Chief Fox stated there's no travel undertaken without the Town Manager's approval. He noted there are certain re-certifications and accreditation programs that are only available out of state.

Councilor Kiner referred to Line #51, Police Services and noted the 2020 revised budget under Protection of Life and Property was $9,025,674 and the proposed budget is $8,655,000, a difference of $370,000. He questioned whether the Town is putting itself at risk in any way by reducing personnel costs by that amount of money. Chief Fox stated he does not believe they are, and they will maintain their staffing level at 95 where it currently is, and he's comfortable with that.

Councilor Kiner questioned where the $370,000 cuts are coming from, and Chief Fox stated they brought on some newer officers because of retirements about two years ago, and the more junior officers are getting paid less than the more senior officers, and when they amplify that by the number of new hires, there's a savings between the low end of the pay scale and the high end of the pay scale. He noted there's also a downgrade from one detective that they morphed into a patrolman and the elimination of the Deputy Chief and effectively the replacement of that position with a patrolman, which accounted for a savings of about $41,000. He stated there also appears to have been an over-calculation within the current budget of a couple of positions that did not have to be funded as high as they were in the current budget, and that's part of the offset as well.

Councilor Mangini stated her belief Chief Fox is doing a wonderful job, and she's getting a lot of good responses. She thanked him for his work and the work of the Police Department. Chief Fox stated he's honored, and the credit goes to the men and women.

Councilor Sferrazza stated there are times when officers can't keep social distance, and he's very grateful to the officers that have to put themselves in that position because it's not just their health, but they have families that they go home to. He stated there are probably programs that would enhance the Police Department going forward, but in light of the economic situation and this

unprecedented crisis, they have to keep the budget to zero. He stated as the year unfolds and the dust settles, he would be willing to listen and see what can be done for this department and other departments.

Chief Fox stated the Council has been very supportive and it is appreciated.

Chairman Ludwick questioned when will the town hear about the accreditation, and Chief Fox stated they've received the preliminary assessment that they were going to write a positive recommendation subject to a couple of tweaks they wanted. He noted they went to work on the tweaks right away and sent out the documentation. He stated DPW was very helpful and remediation was underway right away. He noted the conference is scheduled for July, and he doubts that the conference will be live and in person. He stated he expects to hear very soon that it will be of a virtual nature. He stated he's cautiously optimistic that they will more than pass with flying colors.

Chairman Ludwick requested Chief Fox share some of the good things happening. Chief Fox stated the message they get across to their officers is to "kill them with kindness", i.e., the driveway chalk art contest last Friday was a huge hit. He noted WTIC Radio, Fox 61, and the press ran with it. He noted he received an email from a resident asking if the Police could recognize a birthday for her 12 year old twins, so school resource officers visited that home and maintained appropriate social distancing, and they sang Happy Birthday to the twins on the PA, and they actually brought the kids a couple of presents that they acquired on their own. He noted no Town funding was involved. He stated that's the caliber of the Enfield police officers.

Social Services

Ms. Guerreri stated her budget has no increases unless they were contractual, or benefit obligated.

Mr. Bromson stated Social Services touches all parts of the community from infants to seniors, and they do an incredible job, i.e., programs for food, tax credits and reaching out to all Enfield people. He noted that has been made so much more difficult during this pandemic, but they continue to do this in an exemplary way. He stated Social Services did have grant money for travel within the department, and they continued it. He noted this past summer, Councilor Unghire, Kasia Purciello and representatives from the Enfield Youth Council attended a conference in Washington, and it was incredible. He noted they were going to have a presentation for the Council, and that can be done in the near future. He stated those are the types of things that bring back knowledge and the ability for Social Services to seek other resources to help at risk people and assist youth in very positive ways.

Councilor Unghire stated she's thankful they have those grants, and they're getting all kinds of ideas that they can bring back to Enfield and then implement them. She noted this has been a great success.

Councilor Hemmeler referred to Enfield Transportation Services and questioned $7,000 for Other Professional Services. Mr. Bromson stated the budgets are very extensive, especially the Social Services budget, therefore, if they don't have an immediate answer, they will provide that answer in writing with the whole Council in the next day or so.

Councilor Hemmeler referred to Youth Services and Professional Services for $112,000, and she questioned exactly what that is. She questioned the figure of $51,000 for Travel under Youth Services. She referred to Neighborhood Services and questioned the $20,000 for Miscellaneous. Ms. Guerreri referred to Youth Services and noted those are grant-funded items and largely contracted with professional services for evaluation of the grants. She noted those are paid for by the grant and mandated by the grant. As concerns the $20,000 for Miscellaneous, Ms. Guerreri stated that's the money for the relocation fund, which is a requirement by the State Legislature, i.e., if someone has to be relocated due to events beyond their control, i.e., a house fire. Mr. Bromson added due to the innovation of the Director of Public Works, they tried to limit the amount needing to be spent in this area.

Councilor Cekala referred to the Grants Manager for Social Services and questioned if there's an estimate of what kind of money they're missing out on by not applying for grants. Ms. Guerreri stated she does not have a dollar figure because there are so many different directions they can go in building on what they already have, i.e., philanthropy, federal grants, state grants.

Councilor Cekala questioned whether the Town has a grant writer in another department that can help Social Services, or do they have the ability to do a grants manager for multi-departments. Mr. Bromson stated probably some of the best grant writers reside in Social Services, and it takes an extraordinary amount of time to pursue grants, and that's why they were exploring this position to focus on grants. He noted they established a committee from all the different disciplines, headed up by Kasia Purciello, and they've been receiving a lot of grants from Joe Courtney's Congressional Office, and they also added a server, and they'll now be receiving state and local grants. He noted they will continue to do this with that committee, and they'll then revisit the formal position next year.

Councilor Cekala stated a Grants Manager for multi-departments sounds like a good idea, and not just a Grants Manager for Social Services. She feels grant writing is really something they need to continue focusing on.

Councilman Mangini thanked Ms. Guerreri for doing a great job.

Councilor Riley thanked Ms. Guerreri and her staff for doing a great job reaching out to the public at this time. She stated she was disappointed they were unable to get the new computer system up and running, so Social Services can better track things. She questioned if there are any other options that the State could provide to help in this area. Mr. Bromson stated they were hoping to address this in the budget, but given time constraints and the reality they had to deal with, they had to eliminate this for now, but they're going to work towards that and hopefully be able to come back with funding and be able to do it after they adopt the budget.

Ms. Guerreri stated the work of the staff has been phenomenal during this time. She noted the timing couldn't be better to have their new Elderly Services Coordinator, who is doing the principle outreach to all the isolated seniors, and they're working closely with the Food Shelf to ensure they're all being recognized and cared for.

Councilor Sferrazza agreed with Councilor Cekala in that grants are revenue sources, so that they don't have to use tax dollars. He noted unfortunately, in the State of Connecticut, no police departments are eligible to apply for any of the federal Department of Justice grants that they benefited from over the years. He stated this provided funding for DUI equipment and officers. He stated the reason they're not allowed to apply for federal grants anymore is because Connecticut's State Legislature has mandated that Connecticut's police departments do not cooperate with the ICE law enforcement people. He noted that although this is not specific to Social Services, while they're discussing grants, there's a whole chunk of money they will not be having because police officers want to help colleagues on the federal and state level.

Chairman Ludwick questioned the possibility of pursuing private sector grants. He noted major corporations donate a lot of money to communities, and he questioned if there's a way to developing that through the United Way. Ms. Guerreri stated they are definitely keeping their eyes on grants, and she will be working closely with Ms. Purciello and the committee. She noted the United Way is working with them on providing some funding towards helping families right now that are struggling.

Chairman Ludwick stated perhaps they should be tapping into those corporate groups that are giving money to help communities. Ms. Guerreri stated an on-going fund development is what she believes Chairman Ludwick is describing, and they do a lot of that through their Family Resource Center especially with LEGO and United Hauling. She noted they are looking into those types of resources.

Chairman Ludwick questioned whether there's anything which Ms. Guerreri wishes to highlight, and Ms. Guerreri stated there's commendable behavior in all five divisions. She noted the case worker at 110 High Street continues processing applications for the rebate program. She stated they're providing activity baskets from the Early Childhood Center, so children have activities to do; mailing hand-written letters from classroom teachers to children; Youth Services bringing chalk to the youth in the Thompsonville section to participate in the Police Department's sidewalk chalk competition; reaching out to isolated seniors, and the transportation employees are still providing transport for people.

Chairman Ludwick stated a lot of good things are still going on even during difficult times. He went on to note that people should still be signing up for the elderly tax credits. Ms. Guerreri indicated they're still taking applications.

Councilor Unghire commended Ms. Guerreri for her Youth and Family Services Department. She noted she has been dealing with them a lot over the years, and it has been a pleasure. Ms. Guerreri

stated they are a great group. She expressed her appreciation for the support and guidance provided with the public service announcements. She noted it has not been released yet, but the next public service announcement relates to youth interviewing each other about the impact that COVID is having on them.

Mr. Bromson stated the Town Hall building may be closed, but they are open for business, and they're doing a lot, and they do their updates every Thursday. He noted there will be more signage around Town Hall to inform people they can call Town Hall.

PUBLIC WORKS

Mr. Bromson stated the Water Pollution Control staff is present every day because this is a very important service to the Town. He noted this service goes on at the same time they have a $36 million dollar upgrade going on at the plant. He also commended Buildings & Grounds and the custodial staff for keeping the grounds and the buildings clean. He noted all of these people are at risk during this pandemic.

Mr. Nunes stated Public Works provided a level budget, and most of those impacts came from their 1029 union raises, and their municipal solid waste contract went up a little bit. He noted medical also went up a little. He stated with this budget they're still able to do water treatment, and they will still be doing a temporary boiler at JFK Middle School and addressing the PCB's, which they are mandated to do. He noted this is possible because they were able to cut and lower other areas.

Councilor Szewczak stated her understanding they're eliminating the HVAC Mechanic, and Mr. Nunes responded yes and noted they had multiple interviews and are unable to find a candidate.

Councilor Szewczak questioned whether the design for the transfer station is a CIP or DPW issue. Mr. Nunes stated that will be a CIP issue. Mr. Bromson stated it's acknowledged that there is a need, and they want to move forward and address that, however, with the sacrifices needing to be made in this budget, they can't address it now.

Councilor Szewczak questioned if there could be more education about solid waste and the amount of trash people are putting out. Mr. Bromson stated they will be looking at that going forward. Councilor Cekala expressed her appreciation for all the work DPW is doing.

Councilor Mangini referred to the Hazardville Memorial windows and questioned whether CIP addresses that project, or perhaps Public Works can take care of the air conditioners that are falling out of the windows and secure those windows. She stated she looks at this as a public safety issue. She questioned whether over $2 million dollars is a realistic figure for a project to address those windows and window walls. Mr. Bromson stated that was a preliminary figure. He noted Councilor Mangini's point is well taken. He noted they will always do their maintenance and public safety comes first. He stated Public Works will ensure the safety of those in the building, and they will do the maintenance.

Councilor Mangini thanked Mr. Nunes and all his staff for being so diligent in serving the Town.

Councilor Riley thanked Public Works for all their services, and she feels they're doing a great job within the circumstances. She stated she would like to see a priority list of projects that they'd like to do if money or funding becomes available. Mr. Bromson stated that's an excellent idea, and that is being done.

Chairman Ludwick stated if information can be provided in the next few weeks as to how they ended up with the snow budget. Mr. Nunes stated they're definitely ahead, however, he doesn't have the numbers at this time, but he can provide a report.

Chairman Ludwick invited Mr. Nunes to highlight what's been happening in his department. Mr. Nunes stated through this pandemic, they're still maintaining status quo, i.e., they're still picking up trash, construction is ongoing, pump station work is still happening, Building & Grounds is still doing work, and the custodians are in the front lines. He noted everyone is handling things well, and they're making progress. He thanked his whole staff for their work.

Chairman Ludwick questioned whether there will be an announcement as to when the public can submit comments concerning the budget. Mr. Bromson stated they will advertise heavily as to when public comment opens. He noted the Virtual Hearing is April 29th, and people can submit testimony soon, and it will be open until Monday, April 27th.

Chairman Ludwick thanked individuals for their help in making this virtual meeting possible – Paul Russell and the IT Department and Deb McCarthy. He noted this meeting will air tomorrow on ETV, Channel 16, and it's also available live on YouTube. He thanked everyone for their presence this evening.

ADJOURNMENT

MOTION #5419 by Councilor Szewczak, seconded by Councilor Mangini to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5419** adopted 11-0-0, and the meeting stood adjourned at 7:05 p.m.

Respectfully submitted,

Suzanne F. Olechnicki
Town Clerk
Clerk of the Council

Jeannette Lamontagne
Secretary to the Council

ENFIELD TOWN COUNCIL
MINUTES OF A VIRTUAL SPECIAL MEETING
WEDNESDAY, MAY 6, 2020

A Virtual Special Meeting of the Enfield Town Council was called to order by Chairman Ludwick on Wednesday, May 6, 2020. The meeting was called to order at 5:00 p.m.

ROLL-CALL – Present were Councilors Bosco, Cekala, Hemmeler, Kiner, Ludwick, Mangini, Muller, Riley, Sferrazza, Szewczak and Unghire. Also present were Town Manager, Christopher Bromson; Assistant Town Manager, Kasia Purciello; Town Clerk, Suzanne Olechnicki; Chief of Police, Alaric Fox; Director of Finance, John Wilcox; Chief Technology Officer, Paul Russell; Director of Libraries, Jason Neely; Director of Development Services, Laurie Whitten; EMS Chief, Erin Riggott; Director of Social Services, Cynthia Guerreri; Director of Public Works, Donald Nunes; Director of Human Resources, Steve Bielenda

RESOLUTION #5421 by Councilor Muller, seconded by Councilor Mangini.

WHEREAS, the Town of Enfield (Town) owns the property located at 2 Chapel Street; and

WHEREAS, the Town intends to redevelop the existing open space at the property into a new Community Garden with a total of 50 new garden beds; and

WHEREAS, the Enfield Town Council must refer this proposed change to the Planning and Zoning Commission for a report in conformance with the requirements of Connecticut General Statute 8-24

NOW, THEREFORE, BE IT RESOLVED, that the proposed conversion of the property at 2 Chapel Street to a Community Garden is referred to the Planning and Zoning Commission in conformance with the requirements of Connecticut General State 8-24.

Mr. Bromson stated this is for the additional garden plots that the Council authorized and funded at a recent meeting. He noted this must be referred for approval, so they can proceed.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5421** adopted 11-0-0.

RESOLUTION #5422 by Councilor Muller, seconded by Councilor Mangini.

WHEREAS, the Town of Enfield (Town) owns the property located at 104 Middle Road (the Enfield Central Public Library); and

WHEREAS, the Town intends to redevelop existing open space at the property into a new Community Garden with a total of approximately 10 new garden beds; and

WHEREAS, the Enfield Town Council must refer this proposed change to the Planning and Zoning Commission for a report in conformance with the requirements of Connecticut General Statute 8-24,

NOW, THEREFORE, BE IT RESOLVED, that the proposed conversion of part of the property at 104 Middle Road to a Community Garden is referred to the Planning and Zoning Commission in conformance with the requirements of Connecticut General Statute 8-24.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5422** adopted 11-0-0.

DISCUSSION: BUDGET DELIBERATIONS

Councilor Kiner stated his understanding the Town will be using $3.3 million dollars from the Fund Balance this year, and he believes that the policy is that the Fund Balance cannot go below 9% of expenditures. He questioned with the $3.3 million that the Town will be using, is the Town within that 9% parameter. Mr. Wilcox indicated the Town is within the parameters.

Councilor Kiner requested a list of unallocated expenses for this year. Mr. Wilcox stated his understanding Councilor Kiner is referring to the items in CIP, the Town's Capital Non-Recurring Fund, that have not had any expenditures on them in the last three years. Councilor Kiner responded that is what he's referring to. Mr. Wilcox stated they do not actually expire until June 30th, therefore, they have not finalized their analysis as yet. He noted there may be some change until that point in time, but by the end of the month, he will provide a list of what they expect will be expiring.

Councilor Kiner stated his understanding the fire protection service at $1.2 million dollars is in litigation at this time. He questioned if that topic can be discussed at this time. Mr. Bromson stated it is not in litigation at the moment. He deferred to the Town Attorney for any legal analysis. He noted the Council previously directed that Mr. Wilcox send a letter to the water companies indicating the Town would no longer be responsible for payment of those expenditures commencing on July 1, 2020, and that letter was sent. He stated because the money was allocated from last year's budget through June, the letter was sent, therefore, the Town honored its obligation up until that point, but beyond that the Town will not be paying those water protection charges going forward commencing July 1, 2020.

Councilor Kiner questioned how the Town can put together a budget when they don't know where that $1.2 million dollars is going to be coming from, i.e., whether it will be an expenditure on the Town side or the fire department side.

Councilor Kiner stated his understanding there's $1.8 million dollars in lease payments. He questioned if it would make sense to purchase rather than lease. Mr. Wilcox stated in the past they developed a process to try and level out capital acquisition costs in an effort to keep them at a flat level over multiple years, so that they didn't have big fluctuations in the budget. He noted there are several things they financed or leased over multiple years, i.e., the remount of ambulances, which is paid for over a five-year period. He stated they pay for police cruisers over a three-year period. He noted the winning lessor on the energy performance upgrades was TD Bank, and that's a large annual payment, which makes up for the biggest share of the lease payments.

Councilor Kiner referred to the purchasing process and stated his understanding the policy is that only one bid is required for anything less than $5,000. Mr. Wilcox responded that's correct.

Councilor Kiner questioned if that's common practice for most towns, and Mr. Wilcox responded yes and noted Enfield is a little lower than a lot of other towns. He noted State law requires the lowest limit is $25,000 for towns to go out to bid. He stated Enfield's limit is set by Charter at $15,000, therefore, Enfield's limit is a little more restrictive than State law.

Councilor Kiner stated his impression WPC costs are out of control. He noted in 2018, the WPC budget was $4.1 million; 2019, $6.4 million; 2020, $7.1 million, and it keeps increasing. He feels these costs are incredible, and he's unsure how they can stop these costs from escalating as high as they are, and he finds this very upsetting. He stated his hope some mechanism can be put in place to slow down these incremental increases.

Councilor Cekala stated she is a proponent of the referendums. She stated she would like a roof referendum on the ballot in November. Chairman Ludwick stated after the budget is passed, that can be a legitimate discussion item for the next Town Council meeting, and if Council members wish to push that forward, they need to debate that on the Council floor and then set up Public Hearings for the summer, and that's assuming they can set up Public Hearings.

Councilor Cekala stated her belief referendums have a lot to do with the budget because she feels they might be talking about what kinds of projects can go forward and what they will fund in CIP as well. She noted if they aren't going to do a roof referendum on roofs, then they need to have a discussion as to what they will include in the CIP as far as a roof project.

Councilor Cekala stated she would like the Grant Writer to be included in the budget. She added her belief this position shouldn't be just for Social Services. She noted she would support a Grant Writer position that serves multiple departments.

Councilor Mangini stated with talk about a resurgence of COVID-19 in the fall season, would it behoove the Town to add or keep the two EMT's, or at least one EMT since Enfield is limited with what they have for medical, and Enfield has been sharing.

Mr. Bromson stated that would be a policy decision. He noted the long-term objective was to increase the staff in the hope of doing different things with shifts and trying to increase some coverage issues and reduce overtime costs. He noted he wouldn't recommend an increase at this time. He stated there's no empirical data about what the fall season will hold in regard to this particular illness.

Councilor Mangini questioned if the Town could entertain the idea of at least one additional EMT. She noted the EMS Chief requested two additional EMT's. Mr. Bromson stated they could add that as an item for consideration.

Councilor Mangini questioned the possibility of having further discussion about the proposed work at the transfer station. Mr. Bromson stated they were unable to include the transfer station project, although it's known there's a need for an upgrade.

Councilor Sferrazza stated Connecticut was not in a good position before COVID-19, and he learned 2,500 Enfield residents have filed for unemployment as of April 8th. He noted the State of Connecticut has lost their sales tax, and not a lot of money is coming in. He stated the projected deficit for next year is projected to be $3 billion dollars next year. He stated with the economic uncertainty, he would not support any tax increase whatsoever. He noted if someone wished to propose something, and they can find an acceptable corresponding decrease, so it wouldn't impact taxpayers, he would consider that.

Councilor Sferrazza referred to Public Safety and Employee Separation and noted there's $100,000 in that line item. He noted within the next several months they have at least two long-term officers retiring. He questioned if the Employee Separation fund is adequate to pay out those retiring people. Mr. Wilcox stated that is a reserve fund, and typically $100,000 is enough.

Councilor Szewczak referred to Councilor Kiner's comments about leasing and noted all the leases are a buy-out in the end for $1.00, therefore, they are a lease-to-own.

Councilor Szewczak stated there's no cost to go to referendum, and she would like to keep the roof and road referendums. She acknowledged these are terrible times, but it will be catastrophic to let the Town's infrastructure deteriorate.

Councilor Szewczak stated the Council needs to know the revenues being generated by WPC and what the two rates are that were used for that revenue generation. She noted short-term bonding is always more expensive than long-term bonding. She questioned whether the Town can go back out into the market and refinance and perhaps this might be a way to realize some revenue.

Councilor Szewczak stated her understanding there's no money in the budget for the transfer station, however, she thought there was some design money available. She stated her belief some money should be put in that budget. She noted she'd be willing to support just bringing out water, putting in the septic system and the new trailer, and perhaps refurbishing the existing scale. She suggested a figure of $300,000 be considered. She believes the employees should have running water with COVID-19. She stated she would like to fund this through things that the Town will not be doing this year because of the COVID-19, and those funds can be replenished next year.

Councilor Szewczak stated they should be sure they have enough postage funds available because everyone is getting an absentee ballot.

Councilor Szewczak stated the Town normally buys gasoline in bulk, and she questioned if the Town has been looking at some of the savings that they could garnish. Mr. Bromson stated the Director of Public Works and Director of Finance are looking at that.

Councilor Szewczak questioned whether any energy savings have been realized with schools being closed. Mr. Bromson stated they can look at such savings over the upcoming months.

Councilor Szewczak referred to the energy performance contract and questioned whether energy savings are going towards that lease, and Mr. Wilcox stated there are a couple things that offset those costs, i.e., the Eversource energy credit, which was about $1.6 million dollars, and a couple

years earlier in the lease they knew they were going to be getting that credit, therefore, they increased the payments to help reduce the overall interest costs, and they applied some of that revenue to offset costs this year.

Councilor Muller stated there are some things he would like included, but in reality, he doesn't believe they can be included. He expressed his appreciation for the explanation provided regarding stipends.

Councilor Unghire referred to the rental equipment for EMS vehicles and noted for the last few years it was $33,000 and $32,000, but it jumps down to $11,000, and then in 2021 it's proposed to be $36,000. Ms. Riggott explained those related to cardiac monitors, which are lease-to-own, and they have a useful life of eight to ten years, so they finished paying them off last year, therefore, they now need to start again with their replacement plan. She stated her belief they put in for four, but that was cut down to two due to budget constraints.

Councilor Unghire referred to the Senior Citizens Bus Committee line item and noted the last several years it was zero, and now there's a $25,000 amount. Ms. Guerreri explained it was originally included because there was going to be a proposal to apply for two new buses that were state-funded, but with the state funding, the Town would have to match by 20% and historically it would come out of this line item. She stated her understanding the Director of Finance was looking to see what the amount was that was in there, and there was going to be a match if they proceeded with an application.

Councilor Hemmeler agreed with Councilor Sferrazza in that the budget has to be flat. She noted she's also concerned about what the state is going to do, therefore, she has no additions. She stated she did previously submit questions, which were answered by the Town Manager and Director of Finance.

Councilor Bosco stated he is supporting a zero-increase budget. He added he has no problem adding items, however, there would have to be cuts elsewhere. He thanked the Town administration for all the work they've done on this budget proposal.

Chairman Ludwick questioned whether there's any indication as to how the State is going to handle its budget. He noted he heard the Governor stated it would have to be a flat budget for the State. He questioned if there's a timeline as to when the State will pass its budget. Mr. Wilcox stated he emailed CCM today to get an update and was told they're projecting a large deficit for next year, and they haven't heard anything as far as what they're going to do and how it will impact municipalities.

Chairman Ludwick requested Mr. Wilcox share how well Enfield funds its pension. Mr. Wilcox stated Enfield's pension fund is funded at over 90% in both the Police and Town pensions. He noted he doesn't anticipate those dropping down very far, but they might come down into the 80% range as far as the Town's funding percentage.

Chairman Ludwick stated his understanding the Town invested in some cameras throughout various parts of town. He requested the Chief of Police highlight some of the positives that have come out of that investment. Chief Fox stated they've solved an incredible number of cases that otherwise wouldn't have been solved. He acknowledged cameras are expensive, but they have great value.

Chairman Ludwick stated although there are projects he would like to see get done, there are unknowns regarding the State deficit and what the Town's cash flow will be over the next six to seven months. He stated it's important that the Town is very disciplined as to how they spend money. He noted he will not support any add-ons, and even though he supports the referendums, he would vote no at this point because he can't ask people to take on more debt even for needed projects when the Town doesn't understand what the cash flow will be for the next six or seven months. He voiced concern there will be more bad news from the State by the summertime when the State starts focusing on its lack of revenue. He pointed out there is a trickle-down effect for the Town's funding. He noted in the past, the State significantly cut the Education Cost Sharing grant. He stated the Town needs to be prudent.

Votes were then taken on the following items:

Grant Writer Position – Upon a **ROLL-CALL** vote being taken, the Chair declared a vote of 3-8-0, with Councilors Bosco, Hemmeler, Ludwick, Muller, Riley, Sferrazza, Szewczak and Unghire voting against.

EMT Position - Upon a **ROLL-CALL** vote being taken, the Chair declared a vote of 4-7-0, with Councilors Bosco, Hemmeler, Ludwick, Muller, Riley, Sferrazza, and Unghire voting against.

Transfer Station Project - Upon a **ROLL-CALL** vote being taken, the Chair declared a vote of 5-6-0, with Councilors Bosco, Hemmeler, Ludwick, Muller, Riley, and Sferrazza, voting against.

Councilor Sferrazza stated if a referendum went forward in November, and the voters approved it, the Town would be taking on more debt service. He acknowledged the Town has debt service with the high school and middle school, and he questioned if the Town took on extra debt, would it have an impact on the Town's bond rating. Mr. Bromson stated it is not recommended going forward with a referendum unless they were confident that it wouldn't adversely affect the Town's bond rating. He noted the Town is getting close to the Rubicon that they don't want to cross.

Mr. Bromson stated having been the former Public Safety Director, he believes in all the departments and all of the jobs and missions that they have, but he's very sensitive to EMS and to the Police Department. He stated if he thought for a moment that they needed to add additional EMT's at this time, he would have included that in the proposed budget. He noted by not including that position, that does not show there is not support for EMS. He stated EMS has done a stellar job since their inception, but particularly in the last couple months. He noted they are truly heroes, and the Police have done a remarkable job as well.

Discussion followed regarding Water Pollution Control. Mr. Bromson stated the Town has done several presentations with Woodard & Curran, and they showed the current costs of running the plant. He noted that cost is right in the middle compared to other municipalities. He stated with the over $36 million dollar upgrade, Enfield will have a state-of-the-art facility, which many surrounding communities do not have. He stated he left the fees flat for this year, however, the Water Pollution Control increases based on what Woodard & Curran recommended would require an increase of about $40 per month this year on the quarterly, and if they don't do that, the next year, when all of those bonded monies come due, it will be $80. He noted he proposed spreading this out over two years. He stated they left the volumetric flat, but that would have the same theory. He stated the Novak Study is recommending between four and five employees be added for maintenance and running the plant. He stated this year, they put in for a half position starting the next half of the year.

Mr. Wilcox stated the rates are the same at $3.49 for under 20,000 gallons and $5.24 for over 20,000 gallons and $30 per quarter.

Councilor Cekala stated in the Town Manager's presentation he provided two options for WPCA – one was to stay at $30/quarter this year and $48/quarter next year. The other option is to go up $9.00 this year and another $9.00 next year. She stated her recollection that each and every year, they would be told that the revenue being produced is not going to cover the WPCA expenses, but yet she recalls that the Council was asked to give breaks to certain groups of people. She feels they put themselves in this position year after year. She stated her belief next year, it will have to be more than $48/quarter. She suggested they need to go up to $39/quarter this year. She stated her belief doing zero this year isn't going to help people at all next year, but rather it's going to be a shock to everyone if they go from zero to a large increase next year. She feels they need to raise the rates this year and do another increment next year.

Councilor Mangini agreed with Councilor Cekala.

Councilor Riley agreed with Councilor Cekala's suggestion.

Councilor Sferrazza agreed with Councilor Cekala.

Councilor Szewczak agreed with Councilor Cekala. She went on to state she would be in favor of one billing per year and rolling that into the tax bill. She questioned whether the $1.8 million-dollar delinquent collection helped at all. Mr. Wilcox stated in the past revenues weren't high enough, so they borrowed money from the General Fund, and this delinquent collection could help accelerate the process of paying back the General Fund.

Councilor Szewczak requested verification that Water Pollution Control personnel are doing just Water Pollution type things.

Councilor Muller agreed with Councilor Cekala's suggestion.

Councilor Unghire agreed with Councilor Cekala's suggestion

Councilor Hemmeler agreed with Councilor Cekala.

Councilor Bosco stated his heart says going with the 50% increase, however, his head says no.

Chairman Ludwick stated if it is $9.00 per quarter this year, that's $36.00 additional per year before any of the usage charge. Mr. Wilcox stated the amounts would be $39.00 per quarter and $3.60 and $5.39.

Chairman Ludwick questioned how much the Town has collected in unpaid sewer fees over the last year. He questioned if they collected $2.5 million for the prison. Mr. Wilcox stated the $2.5 million dollars for the prison was collected, and that is used to help pay for the actual plant upgrades, and it went into the Water Pollution Control Facility Upgrade Fund.

50-50 WPCA Fee Increase – Upon a **ROLL-CALL** vote being taken, the Chair declared a vote of 10-1-0, with Councilor Bosco voting against.

ADJOURNMENT

MOTION #5423 by Councilor Mangini, seconded by Councilor Muller to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5423** adopted 11-0-0, and the meeting stood adjourned at 6:35 p.m.

Respectfully submitted,

Suzanne F. Olechnicki
Town Clerk
Clerk of the Council

Jeannette Lamontagne
Secretary to the Council

ENFIELD TOWN COUNCIL
MINUTES OF A VIRTUAL SPECIAL MEETING
WEDNESDAY, MAY 13, 2020

A Virtual Special Meeting of the Enfield Town Council was called to order by Chairman Ludwick on Wednesday, May 13, 2020. The meeting was called to order at 5:04 p.m.

ROLL-CALL – Present were Councilors Bosco, Cekala, Hemmeler, Kiner, Ludwick, Mangini, Muller, Riley, Sferrazza, Szewczak and Unghire. Also present were Town Manager, Christopher Bromson; Assistant Town Manager, Kasia Purciello; Town Clerk, Suzanne Olechnicki; Town Attorney, James Tallberg; Director of Finance, John Wilcox; Chief Technology Officer, Paul Russell; Deputy Director of Economic & Community Development, Nelson Tereso; Director of Social Services, Cynthia Guerreri; Director of Public Works, Donald Nunes; Director of Human Resources, Steve Bielenda

MOTION #5424 by Councilor Mangini, seconded by Councilor Szewczak to go into Executive Session to discuss 800 Enfield Street.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5424** adopted 11-0-0, and the meeting stood recessed at 5:05 p.m.

EXECUTIVE SESSION

The Executive Session of the Enfield Town Council was called to order by Chairman Ludwick at 5:06 p.m.

ROLL-CALL - Present were Councilors Bosco, Cekala, Hemmeler, Kiner, Ludwick, Mangini, Muller, Riley, Sferrazza, Szewczak and Unghire. Also present were Town Manager Christopher Bromson, Assistant Town Manager Kasia Purciello, Town Attorney, James Tallberg; Town Clerk Suzanne Olechnicki.

Chairman Ludwick adjourned the Executive Session and reconvened the Special Meeting at 5:31 p.m. and stated that during Executive Session the item, 800 Enfield Street, was discussed with no action or votes being taken.

RESOLUTION #5425 by Councilor Muller, seconded by Councilor Mangini.

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

TO:	Youth Services Enhancement Grant		
	Technology Equipment	22046084-573400	$4,500
FROM:	Youth Services Enhancement Grant		
	Professional Development	22046084-532200	$1,295
	Other Professional Services	22046084-533900	$3,205

CERTIFICATION: I hereby certify that the above-stated funds are available as of April 2, 2020.

/s/ John Wilcox, Director of Finance

Mr. Bromson stated this is being used to purchase laptops for Social Workers and essential staff to work remotely. He noted there's no budget impact, and it's within the guidelines of the grant that was previously approved.

Ms. Guerreri explained the laptops are beneficial, but the cellphones are also helpful because the youth were not answering calls because staff used their own phones, and it was blocking. She noted since using these cellphones, the outreach has been very good.

Councilor Hemmeler voiced her support of the resolution and noted she has only heard great things about Youth Services.

Councilor Riley voiced her support of the resolution, particularly the cellphones because a lot of people don't answer phones for blocked numbers, and this will help outreach to continue. She noted Social Service workers and Youth Service workers are doing a great job right now, and anything that can be done to help this community stay on top of this mental health crisis is important.

Chairman Ludwick voiced his support of staying on top of the mental health issues that both adults and children are facing at this time. He questioned if there's a theme as to the questions they are hearing from people that Social Services has been in contact with. Ms. Guerreri stated they are seeing an increase in levels of anxiety of the youth regarding uncertainty about what the future holds and not being able to gather with peers. She noted the main coping skills of youth are being taxed.

Chairman Ludwick stated this crisis has had a greater impact on kids than they realized, so he's very glad Youth Services is doing this, and he believes it's a great idea. He requested Ms. Guerreri provide an update at a future meeting as to how this is going.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5425** adopted 11-0-0.

RESOLUTION #5426 by Councilor Muller, seconded by Councilor Mangini.

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

TO:	Youth & Family Services United Way Grant		
	Telephone	22046602-553100	$1,400
FROM:	Youth & Family Services United Way Grant		
	Professional Development	22046602-532200	$1,400

CERTIFICATION: I hereby certify that the above-stated funds are available as of April 1, 2020.

/s/ John Wilcox, Director of Finance

Mr. Bromson stated this is for the staff that work cellphones, and it's in accordance with the United Way Suicide Prevention Grant and within the guidelines of the program. He commended Councilor Riley for bringing the suicide issue to light, and Ms. Guerreri noted it's Suicide Prevention Month.

Ms. Guerreri stated both transfers are related to the ability to connect with the youth through technology and social media using laptops and cellphones.

Councilor Riley thanked the Town Manager and Ms. Guerreri for putting the information on the Town's website and Twitter because kids are really hurting these days, and anything that can be done to reach out to the youth and help them talk through the difficult time that they're having is most important.

Chairman Ludwick commended Social Services for taking this issue so seriously and they're being proactive.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5426** adopted 11-0-0.

RESOLUTION #5427 by Councilor Muller, seconded by Councilor Szewczak.

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

TO:	Revaluation Fund Other Professional Expenses	23218300-533900	$407,000
FROM:	Revaluation Fund Appropriated Fund Balance	23204000-499000	$407,000

CERTIFICATION: I hereby certify that above-stated funds are available as of May 7, 2020.

Chairman Ludwick stated his belief this was in the budget two years ago, and Mr. Bromson stated the State requires a revaluation of property every five years, and they budget each year to accumulate the funds. He noted Vision Appraisals was chosen through competitive bidding. He noted they will perform a revaluation for the Grand List of October 1, 2021.

Mr. Wilcox stated they must look at 16,000 properties, so it is a large expense and money must be set aside every year to cover this expense.

Councilor Szewczak stated her understanding they look at all taxable property and all property values that the Town doesn't collect revenues for because that goes into the overall value of the property in Enfield, and Mr. Wilcox responded that's correct and noted they have to look at all properties.

Councilor Riley questioned if evaluators come into the house or go onto properties to walk around houses. She questioned if a person gets an evaluation they don't agree with, is there an appeals process. Mr. Wilcox stated this is a State-mandated process. He noted because of the COVID-19, there will be more preliminary work through the summer. He stated eventually, they may have to go into people's houses, but hopefully that will be after the infection has passed. He went on to note there's always an appeals process involved with revaluations.

Mr. Bromson stated there will be presentations before the revaluation, and residents are also given advanced notification, and they clearly articulate the appeals process.

Councilor Riley stated her hope evaluators have proper identification. Mr. Bromson stated they do provide proper identification.

Councilor Mangini questioned if the Town is having the revaluation next year, and Mr. Wilcox responded the revaluation is for the October 2021 Grand List.

Councilor Mangini questioned if this money is identified somewhere in the budget or is it in a special fund aside from the budget. Mr. Wilcox responded it's in a special revenue fund, and it rolls up in the financial statements as part of the General Fund, but it's tracked separately. He noted it's part of the committed Fund Balance, so they will take that money out of the committed Fund Balance, which allows them to spend it.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5427** adopted 11-0-0.

RESOLUTION #5428 by Councilor Muller, seconded by Councilor Szewczak.

WHEREAS, the North Central Area Agency on Aging (NCAAA) provides several grants to the Town's Department of Social Services; and

WHEREAS, the Department of Social Services submitted grant applications to the NCAAA for funds that will be available to the Town in Fiscal year 2020 for: Elderly Outreach; Isolated Senior Outreach; Senior Minor Repair Program; Nutrition Services; Grandparents Raising Grandchildren; Enfield CARES.

NOW, THEREFORE, BE IT RESOLVED, that the Town Manager, Christopher W. Bromson, is authorized to enter into and amend contractual instruments in the name and on behalf of the Town of Enfield with the North Central Area Agency on Aging and to affix the Corporate Seal for FY 2020.

Ms. Guerreri stated these are grants that they already have been working with, and this allows for the last step in the contractual process so that they can invoice for the work that they've been doing.

Councilor Hemmeler stated her belief this is an excellent program.

Councilor Unghire stated her belief these are worthy programs, and there's a great need for it in programs such as home repairs and contacting isolated seniors. She noted there's a great team of volunteers that make this happen.

Councilor Riley agreed these are great programs.

Chairman Ludwick agreed these are great programs.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5428** adopted 11-0-0.

RESOLUTION #5429 by Councilor Muller, seconded by Councilor Riley.

RESOLVED, that the Town Manager, Christopher W. Bromson, is authorized to enter into an agreement in the name and on behalf of the Town of Enfield with Asset Finance Group, Inc. ("AFG")

Mr. Bromson explained this ensures IT security for the Town, Board of Education and Police services. He noted they were able to realize a very good discount because Enfield is part of the Massachusetts Higher Education Consortium, so there was a 20% deduction. He noted Mr. Russell also negotiated independently and overall, they realized a savings of about 67% over the next three years. He noted this does not affect this year's budget, but rather for 2021, 2022, and 2023.

Mr. Russell stated currently the Town is spending about $108,000 annually on security, and they have been able to compress a lot of the multi-vendor contracts into one with Palo Alto, who is the security leader worldwide and reduce that expense from $108,000 to $101,000. He stated annually, they will be paying less for much more significant security coverage from point to point. He pointed out they happened to be in a trial when the virus hit and employees and students went home with their devices, and they've been able to provide secure end-to-end connections for all employees as well as the students. He noted this is working out wonderfully. He stated there have been several towns that have not had the security that Enfield has had. He noted there have been a lot of hacks and system compromises to the point where they're getting attacks on an hourly basis, but they are being blocked.

Councilor Mangini expressed her appreciation for the hard work of the IT Department. She questioned the non-appropriation clause and whether it applies. Mr. Russell responded it does, and went on to explain that if in a fiscal year the funding is not appropriated for these services, the Town would have to turn off the services and remove the licensing from all of their end points as part of that contract.

Chairman Ludwick stated this is a very creative deal that IT worked on, and he expressed his appreciation for the hard work that went into this.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5429** adopted 11-0-0.

RESOLUTION #5430 by Councilor Mangini, seconded by Councilor Muller.

RESOLVED, that the Enfield Town Council does hereby approve the three (3) year collective bargaining agreement between the Town of Enfield and the Connecticut State Employee's Union ("CSEA"), Local #2001 dated July 1, 2019 through June 30, 2022. (Supervisory Union)

Mr. Bielenda stated these were amicable negotiations, and he followed the edict by Town Council per prior contracts, which will result in five contracts they now have a zero in for the first year of the contract. He noted those contracts are for Public Works, EMS, Clerical, Supervisory and the contract after this will be the Professional & Technical Union. He noted it took about a year to negotiate this contract.

Councilor Hemmeler questioned whether the 3% is already included in the new budget going forward, and Mr. Bielenda responded yes.

Councilor Sferrazza thanked the unions for sharing the sacrifice and taking a zero percent.

Chairman Ludwick expressed appreciation for the unions stepping up and taking a zero percent increase

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5430** adopted 11-0-0.

RESOLUTION #5431 by Councilor Muller seconded by Councilor Mangini.

RESOLVED, that the Enfield Town Council does hereby approve the three (3) year collective bargaining agreement between the Town of Enfield and the Connecticut State Employee's Union ("CSEA"), Local #2001 dated July 1, 2019 through June 30, 2022. (Professional & Technical Union)

Mr. Bielenda commended this union for also stepping up to the plate and agreeing with a zero percent increase.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5431** adopted 11-0-0.

RESOLUTION #5432 by Councilor Muller, seconded by Councilor Riley.

WHEREAS, Federal monies are available under the Connecticut Small Cities Community Development Block Grant Program (CDBG), administered by the State of Connecticut Department of Housing pursuant to Public Law 93-3 83, as amended; and,

WHEREAS, pursuant to Chapter 127c, and Part VI of Chapter 130 of the Connecticut General Statutes, the Commissioner of Housing is authorized to disburse such Federal monies to local municipalities including the Shelter Diversion programs; and

WHEREAS, the Social Services Department submitted a non-binding Letter of Intent to apply for $250,000 in funding for a regional mobile homeless shelter diversion program on February 18, 2020; and,

WHEREAS, the Town could be eligible for up to $50,000 in financial compensation if the grant is funded.

RESOLVED,

1. That it is cognizant of the conditions and prerequisites for State Assistance imposed by Part VI of Chapter 130 of the Connecticut General Statutes; and

2. That the filing of an application by the Town of Enfield in an amount not to exceed $250,000.00 is hereby approved, and that the Town of Enfield Town Manager, Christopher W. Bromson, or his designee, is hereby authorized and directed to file such Application with the Commissioner of the Department of Housing, to provide such additional information, to execute such other documents as may be required by the Commissioner, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an Agreement is offered, to execute any amendments, rescissions, and revisions thereto, and to act as the authorized representative of the Town of Enfield.

Mr. Bromson stated this was a newer program that the Town of Enfield applied for over the past couple years, and this authorizes the Town Manager to apply.

Ms. Guerreri stated this program had been operating as a pilot, and it's the first in the State to have a regional approach, and Enfield is the home base. She noted it's aligned with an opening doors framework that was established by a partnership for stronger communities. She stated this is heavily supported by the Melville Charitable Trust, and they are the largest foundation in the United States that exclusively funds work around the homeless. She noted the fact that they're aligned with this Trust is significant, and they're aligned with the action plan of the Connecticut Department of Housing. She stated Enfield Social Services administers the program and provides oversight, and they serve as the convener of a local collective of stakeholders in the community and the surrounding towns that are committed to serve on the collective, so they can continually be monitoring the success of the program and identifying any emerging needs. She explained shelter diversion is really about what the title implies, which means diverting people from having to become homeless or relying on a shelter system that is already very weak and overcrowded.

She stated during the time they've been running the program, which started in December 2019, they've served 115 people, and 24% have been successfully diverted. She noted the others are in various degrees of getting the case management support, and they're average length of stay in the program is about four to eight weeks. She pointed out this is not a long-term case management, but rather to help individuals and families identify financial resources, get them connected with job training programs, and work with landlords to help them understand the needs of the population. She stated a lot of positive things have happened in just the past five months.

Ms. Guerreri stated they are also partnering with Asnuntuck, and they're reaching out to the American Job Center.

She stated mental health is a significant barrier, so in this program they partner and sub-contract with CHR, and they employ two diversion specialists and they're able to make linkages to other programs around mental health needs.

Ms. Guerreri stated overall, this is a valuable program that's really taking off, and she expects to see continued success.

Councilor Bosco stated his belief this is a good program.

Councilor Hemmeler commended Ms. Guerreri and noted she's excited about the successes.

Councilor Unghire commended Ms. Guerreri for this program.

Councilor Riley stated her belief this is a great program, especially at this time when people may have lost jobs. She questioned how someone gets connected with this program. Ms. Guerreri stated they are part of a network in the State of Connecticut that is run by the Department of Housing, so the requirements are that every person must first have an assessment done, and the only way for a person to get scheduled for an assessment is by calling 211.

Councilor Riley commended Social Services for their great work. She noted she'd like an update in six months.

Chairman Ludwick commended Ms. Guerreri for this great program. He spoke about the importance of government being proactive and such programs keeping people in their homes.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5432** adopted 11-0-0.

RESOLUTION #5433 by Councilor Mangini, seconded by Councilor Muller.

WHEREAS, Federal monies are available under the Connecticut Small Cities Community Development Block Grant Program, administered by the State of Connecticut Department of Housing pursuant to Public Law 93-3 83, as amended; and,

WHEREAS, pursuant to Chapter 127c, and Part VI of Chapter 130 of the Connecticut General Statutes, the Commissioner of Housing is authorized to disburse such Federal monies to local municipalities; and

WHEREAS, it is desirable and in the public interest that the Town of Enfield make application to the State for $200,000.00 in order to undertake a Small Cities Community Development Program and to execute an Assistance Agreement therefore, should one be offered.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL:

1. That it is cognizant of the conditions and prerequisites for State Assistance imposed by Part VI of Chapter 130 of the Connecticut General Statutes; and

2. That the filing of an application by the Town of Enfield in an amount not to exceed $200,000.00 is hereby approved, and that the Town of Enfield is hereby authorized and directed to file such Application with the Commissioner of the Department of Housing, to provide such additional information, to execute such other documents as may be required by the Commissioner, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an Agreement is offered, to execute any amendments, rescissions, and revisions thereto, and to act as the authorized representative of the Town of Enfield.

Mr. Bromson stated this is an application to the State Department of Housing for federal money. He noted it's a competitive grant, and Enfield is applying for $200,000.

Mr. Tereso stated his office applied for $200,000 under the existing Town Housing Rehab Program. He explained this program provides financial assistance in the form of a zero percent deferred loan, up to $30,000, to eligible homeowners of low to moderate income to support housing code improvements. He noted these improvements typically consist of roofing, siding or window replacement, electrical and plumbing upgrades, the replacement of a furnace, etc. He stated the program hasn't been funded by the State since 2012, and the Town received a $300,000 CDBG about eight years ago, and those funds have been expended. He pointed out the only source of funding left under this program comes through the Housing Rehab Program income account where the repayments of the loan are made, so they can be used for additional housing rehab projects. He stated they currently have a balance of about $58,000 in the program income account to support this program. He noted $58,000 can typically cover two to four projects, but over the past three years, they completed 23 projects on 19 properties totaling approximately $157,000. He stated he does not want to get to a point where they have to tell the State that the Town has exhausted all of its CDBG money, and they don't have a program income account to sustain this program, so they can't serve residents who may be in dire need of this program in the upcoming years.

Mr. Tereso stated his office's request is for $200,000, $167,000 of which is going towards physical rehab programs; $33,000 to cover administrative costs that the Town incurs associated with running credit reports, advertising, administration of existing loans, and potentially staffed hours.

Councilor Hemmeler commended Mr. Tereso for doing a great job.

Councilor Riley questioned how properties get chosen. Mr. Tereso stated their website provides housing rehab guidelines for single and multiple family homes. He noted it's by a competitive process (first come, first serve), and people need to be income eligible. He explained they qualify the applicant, and the housing code enforcement officer conducts an inspection and looks at the entire building to see if there are any other housing code violations that need to be addressed as part of the application. He noted his department provides technical assistance, does plans and specifications, goes out to bid, hires the contractor, the Town oversees the improvements, the contractor is paid for improvements, and the Town places a lien on that property for the amount of the loan. He noted that loan is deferred in perpetuity until there's a change in title, or there's a sale of the property.

Councilor Mangini thanked Mr. Tereso for his work.

Chairman Ludwick stated his hope the Town will do a good job promoting this program. He expressed his appreciation for Mr. Tereso being proactive and recognizing the need.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5433** adopted 11-0-0.

RESOLUTION #5434 by Councilor Muller, seconded by Councilor Riley.

WHEREAS, sections of Somers Road and Moody Road in the Town of Enfield are in poor condition and require repairs; and

WHEREAS, the cost of such repairs is estimated at $110,000, and sufficient funding for such repairs is unavailable in accounts previously appropriated for road constructions; and

WHEREAS, the mild winter has resulted in a surplus in various Department of Public Works Highway Division funds that were budgeted and appropriated for snow removal.

NOW, THEREFORE, BE IT RESOLVED, that the Enfield Town Council does hereby authorize the expenditure of funds, not to exceed $110,000, which were previously budgeted and appropriated for snow removal, for repairs to sections of Somers Road and Moody Road.

Mr. Bromson stated Moody and Somers Roads are in dire condition, so it was hoped they could address this in the regular budget. He noted the Director of Public Works scoured his accounts, and he was able to find $110,000 in various accounts due to the mild winter, and he thought that funding could be used for some overlay and repair of these roads until they're able to do a referendum.

Mr. Nunes stated this project would be similar to Mullen Road where they would rent a milling machine and mill the edge of the road, and this would be done by the Town to cut down on costs. He noted the paving company would come in and shim those areas that are completely de-laminated. He explained the milling will serve several purposes because they don't have to touch anyone's driveway, therefore, whenever they mill in front of driveways, the pavement will match it, and they will also mill around catch basins, so they can blend the blacktop right into the existing

catch basin, so they don't have to replace them. He pointed out this is only a temporary fix until funding is found for a permanent repair. He stated the material they put down would be reclaimed when the road does get funding for proper reconstruction.

Mr. Nunes explained where the funding would come from. He noted they have about $57,000 in their account for outside plowing contractors; there's money associated with that for having crews stay before and after certain times; a reduction in fuel costs; $32,000 reduction in salt usage; $6,500 is being saved from rental of storage units because instead they purchased Connex boxes for material storage from evictions. Mr. Nunes stated they've met with the contractor, and he is confident the work can be done before June 30th.

Councilor Bosco stated he supports this project. He questioned whether the base would be sufficient to do a total reclamation just in case the Town doesn't have a referendum in the fall, or a referendum fails. Mr. Nunes stated reclamation is in the $550,000 to $700,000 range.

Councilor Hemmeler agreed Somers Road is in bad shape. She commended Mr. Nunes for finding the funding.

Councilor Unghire also commended Mr. Nunes and noted this will help make a much-needed repair and cut back on complaints about this road.

Councilor Muller questioned if this is from Taylor Road to the Somers line, and Mr. Nunes responded yes and Moody Road to Taylor Road and the town line.

Councilor Muller questioned how soon work can begin. Mr. Nunes stated his hope in two to three weeks. He noted the contractor was the low bidder on the State contract, they have the most favorable prices, and they're available.

Councilor Szewczak stated this is long overdue, and these roads are heavily used by trucks. She thanked Mr. Nunes for his work on this.

Councilor Mangini questioned what they would do with the balance if the work is less than $110,000. She noted she would like these roads included on the roads referendum. She questioned whether they could use the $110,000 for other projects such as the transfer station or other roads. She noted her concern is that there are many other roads in town in dire need of repair. She questioned how these two roads are identified as having immediate needs or a public safety concern.

Mr. Nunes stated the contractor came out and measured everything, and that work is about $100,000, and the extra $10,000 is for Town staff renting a milling machine, police details, and other things that they need for road work, i.e., the possibility of a damaged catch basin. He agreed there are other roads in town, but he picked these roads because of the sheer amount of complaints and the amount of time and resources that DPW staff frequently puts into these roads, and they aren't getting any better.

As concerns the referendum, Mr. Nunes stated these two roads are on the referendum for permanent repairs if the referendum passes.

Councilor Mangini requested clarification of a "public safety issue". Mr. Nunes stated these roads are in such poor condition that they get a lot of claims for flat tires and vehicle damage.

Councilor Mangini questioned whether the Town pays out on these claims, and Mr. Bromson stated all the claims go through the insurance carrier. He noted the Town has deductibles. He stated the Director of Finance can get a list of those claims that have been paid, along with how much the Town has had to pay out of its own coffers because the Town has a $25,000 deductible on its liability insurance policy.

Councilor Cekala stated having this money available right now is great, but because several things were taken out of the budget for next year, she finds the timing unfortunate.

Councilor Kiner stated he shares the same concerns as the two previous speakers. He noted Enfield faces a lot of challenges over the next few months and next year. He stated he will support this resolution, but he feels there are other areas that need money too, i.e., an EMT, the Food Shelf, Loaves and Fishes, etc.

Councilor Szewczak noted Mullen Road was also one of the things cut from the budget.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5434** adopted 10-1-0, with Councilor Mangini voting against.

Chairman Ludwick stated next Wednesday, Enfield's State Representatives will be joining the Town Council meeting. He suggested any questions Council members wish to raise should be submitted to the appropriate caucus leader by Friday, so the Reps can prepare.

ADJOURNMENT

MOTION #5435 by Councilor Muller, seconded by Councilor Mangini to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5435** adopted 11-0-0, and the meeting stood adjourned 6:43 p.m.

Respectfully submitted,

Suzanne F. Olechnicki
Town Clerk
Clerk of the Council

Jeannette Lamontagne
Secretary to the Council

ENFIELD TOWN COUNCIL
MINUTES OF A VIRTUAL SPECIAL MEETING
WEDNESDAY, MAY 20, 2020

A Virtual Special Meeting of the Enfield Town Council was called to order by Chairman Ludwick on Wednesday, May 20, 2020. The meeting was called to order at 5:00 p.m.

ROLL-CALL – Present were Councilors Bosco, Cekala, Hemmeler, Kiner, Ludwick, Mangini, Muller, Riley, Sferrazza, Szewczak and Unghire. Also present were Town Manager, Christopher Bromson; Assistant Town Manager, Kasia Purciello; Town Clerk, Suzanne Olechnicki; Town Attorney, James Tallberg; Director of Finance, John Wilcox; Chief Technology Officer, Paul Russell; Chief of Police, Alaric Fox; Executive Secretary to the Town Manager, Debra McCarthy

MOTION #5436 by Councilor Mangini, seconded by Councilor Riley to go into Executive Session to discuss 800 Enfield Street.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5436** adopted 11-0-0, and the meeting stood recessed at 5:02 p.m.

EXECUTIVE SESSION

The Executive Session of the Enfield Town Council was called to order by Chairman Ludwick at 5:03 p.m.

ROLL-CALL - Present were Councilors Bosco, Cekala, Hemmeler, Kiner, Ludwick, Mangini, Muller, Riley, Sferrazza, Szewczak and Unghire. Also present were Town Manager Christopher Bromson, Assistant Town Manager Kasia Purciello, Town Attorney, James Tallberg; Town Clerk Suzanne Olechnicki; Chief Technology Officer, Paul Russell; Director of Finance, John Wilcox.

Chairman Ludwick adjourned the Executive Session and reconvened the Special Meeting at 5:23 p.m. and stated that during Executive Session the item, 800 Enfield Street, was discussed with no action or votes being taken.

RESOLUTION #5437 by Councilor Muller, seconded by Councilor Mangini.

RESOLVED, that Page 8, General Fund Revenue Summary and Page 12, Summary of Expenditure by Function of the Town Budget, as submitted by the Town Manager and the estimates for the fiscal year commencing July 1, 2020 and ending June 30, 2021 including estimates of receipts and expenditures and recommendations of said Town of Enfield for:

Water Pollution Control (pgs. 74, 76-81);
Social Services Fund (pgs. 84-87, 89-108);
Department of Library Fund (pgs. 110, 112-121);
Insurance Fund (pgs. 124, 125-129);
Information Technology Fund (pgs. 132, 134-140);
Dog Fund (pgs. 142, 143);
Emergency Medical Services (pgs. 146, 148-151); and

Capital Improvement funds (pgs. 154-166)

be accepted and approved along with the amendments specified on the attached schedule by the Town Council of the Town of Enfield.

Councilor Sferrazza expressed his appreciation to Town staff for putting this budget together under trying times. He noted everyone is entitled to their own opinion, but he doesn't believe anyone is entitled to their own particular set of facts. He noted at this time, the State of Connecticut is looking at a three-billion-dollar deficit after July 1st. He stated because of this virus, Connecticut's sales tax revenue is down 14%; income tax collection is down 10% effective July 1st; the Special Transportation Fund is projected to be out of money in a year; the State is still dealing with a hundred billion dollar pension fund that they cannot fund, and since the middle of March, 515,000 Connecticut residents are unemployed because of this virus. He stated he does not believe the economy comes back the day the State opens for Phase II, but rather it opens when people feel comfortable. He pointed out 36 million people are unemployed throughout the country, and Connecticut is number two behind New York at 12.6% as concerns the state and local tax burden. He stated in light of this, he has always been concerned that the State is going to be looking for money. He noted he doesn't want the State to cut the Town as they have in the past without a pandemic. He doesn't feel the Town should expect its residents, especially those out of work, to be able to pay taxes on time, therefore, the Town should anticipate a decrease in tax revenue. He stated as much as he believes in infrastructure and putting money back into the Town, he doesn't feel this is the year to do it. He pointed out the final chapter of this virus isn't over yet because it's not known when life will go back to normal, so in light of all these facts, he cannot put an extra burden on Enfield residents with an increase in taxes this year, so he supports this resolution as presented.

Councilor Riley thanked all department heads for the immense amount of work it takes to put together a budget. She noted she's definitely looking forward to getting back to some sort of normal soon, so they can get back on the road that they were on and getting all the important projects done, but now they have to take a slight pause and take care of what's important, which is Enfield citizens and their financial health.

Councilor Mangini thanked Town staff for all the hard work that was put into preparing the budget and answering all the Council's questions. She stated with COVID-19, it's really not known where they're going with it because they're talking about another surge in the fall. She stated she would like to offer an amendment on EMS. She noted she understands the EMS Chief did provide a letter indicating that at this time she is not asking for any additions to her staff, however, no one can predict the future, therefore, she'd like to offer an amendment adding one EMS person for $69,000, which represents half of what was initially in the Town Manager's budget.

AMENDMENT #1 by Councilor Mangini, seconded by Councilor Kiner to add one EMS staff member for $69,000.

Councilor Cekala voiced her support of the amendment. She noted she does not want to put an extra burden on the taxpayers, but when it comes to public health and safety, she doesn't believe

the $69,000 spread between about 45,000 residents is a reason to vote this down. She feels that EMT's and EMS Service are more important now than ever.

Councilor Kiner stated he supports the amendment. He noted he lives in Abbewood, and it's an older community comprised of people averaging in their late 60's, 70's and 80's, and over the past couple weeks, he has noticed a number of ambulances arriving at Abbewood from East Windsor and Somers, and he hasn't seen any from Enfield. He voiced concern about this pandemic returning in the fall or winter, and Enfield doesn't have the resources to help residents. He feels the public safety is well worth $69,000.

Councilor Bosco stated he does not support the amendment. He noted Enfield's fire departments are comprised of EMT's, and they should be working together. He pointed out fire departments go out for every single call. He stated most police officers are EMT's. He pointed out Enfield provided Somers with an ambulance, and there's no reason why Enfield can't provide an ambulance to a fire department. He noted they have to use existing services, so it doesn't cost the taxpayers any more money.

Councilor Hemmeler stated because the EMS Chief says she doesn't need an EMT, she would not support this amendment.

Councilor Unghire stated the EMS Chief did not say she needed extra help at this time and that they're getting by. She noted if circumstances change in the future, she's sure the Council will hear about it.

Councilor Muller stated he does not support the amendment because that's raising the taxes.

Councilor Szewczak agreed with Councilor Bosco. She noted they have a lot of EMT's throughout the town. She noted when people see a Somers, East Windsor or Windsor ambulance, it could be because both of Enfield's ambulances are at another site. She stated there may come a time when Enfield may need to add another ambulance at which time, they could look for support from other first responders to man that ambulance.

Chairman Ludwick stated at the leadership meeting yesterday, this was not brought up at all by the minority leader. He noted amendments were discussed beforehand, and they were voted down two weeks ago. He referred to last year's meeting where Councilor Kiner spoke about the process, yet this year they're making an amendment on the floor without letting other Council members know. He stated he will be voting "no" on the amendment.

Councilor Sferrazza stated he will not be supporting the amendment. He noted he has had the opportunity and privilege to work in public safety as the Police Chief in Enfield for 12 years, and he worked under the direction of the Public Safety Director at that time and who is now the Town Manager, Christopher Bromson. He stated if Mr. Bromson or the EMS Chief felt it was vital for public safety, Mr. Bromson would not hesitate to include this in the budget and explain it. He stated he takes the Town Manager and EMS Chief at their word. He went on to note that the majority of Enfield police officers are certified at an EMT level, and they are the first responders.

He noted as the year progresses, and if money frees up, and if the EMS Chief feels it's necessary, they can do whatever it takes for public safety, but at this point he doesn't see it.

Councilor Riley stated she's confused because she wasn't sent an email about any amendments. She noted they had the discussion at the last meeting, and everyone put their ideas on the board, and she thought the process was that they went through them, voted, and it didn't go through, therefore, she does not know why it's coming up again now. She added a letter from the EMS Chief came in saying they would be fine without it. She noted she will vote no on the amendment.

Upon a **ROLL-CALL** vote being taken, the Chair declared **AMENDMENT #1** defeated by a 3-8-0, with Councilors Bosco, Hemmeler, Ludwick, Muller, Riley, Sferrazza, Szewczak, and Unghire voting against the amendment.

Councilor Cekala stated offering amendments from the floor happens all the time with budgets, and she respects that people don't like it. She feels the difference between this year and last year is that the amendment that was offered last year was talked about and then an amendment landed on the dais as though they were going to all agree that it was there. She noted they do have budget deliberations, and they don't always agree. She stated things were originally included, but they were taken out to get a flat zero. She noted she will make an amendment to add in the Grants Manager. She stated this was requested, and she feels this position will pay for itself because there are so many grants available under all departments that they could be applying for, but the staff doesn't have the capability or time to do so. She noted in the time they're in right now, especially in Social Services, which is where this Grants Manager position was originally requested for, peoples' mental, emotional and physical health is of utmost importance. She pointed out people have lost their jobs, people are on unemployment, and they're unsure they'll be able to go back to their jobs. She stated people are fraught with uncertainty, and there are so many grants that Enfield could probably apply for, but they're not. She agreed this was discussed during budget deliberations, however, she still disagrees with it being shot down.

AMENDMENT #2 by Councilor Cekala, seconded by Councilor Kiner to add a Grants Manager position for $101,693.

Councilor Kiner stated his belief the whole point of representative democracy is to allow the minority to speak their case to let that information go out to the public and let the public decide who's right and who's wrong. He noted he takes exception to the fact that people say that they shouldn't have the right to propose amendments from the floor. He stated he supports this amendment.

Councilor Bosco stated the town cannot afford a tax increase. He noted the Town has increases just like a household does, i.e., payroll, health insurance, fuel, etc. He stated they are at a zero budget, if not a negative zero. He noted he will not support any spending above what was already negotiated at the last meeting.

Councilor Hemmeler stated just as in deliberations, she will not support the amendment.

Councilor Unghire stated she will not support the amendment.

Councilor Muller stated he will not support the amendment, and he still wants a zero-tax increase.

Councilor Szewczak referred to a Grants Manager and stated her belief they need to look at a consultant, rather than taking on more employees and more expenses. She feels a consultant might be a much more palatable suggestion in this economy.

Chairman Ludwick referred to last year when this was done. He noted an amendment was made on a Saturday before the meeting, and the speech that evening was much different than what's being heard this evening. He stated people can offer an amendment, and he isn't saying people shouldn't, but the difference in speech from a year ago is interesting. He noted he will be against the amendment.

Councilor Riley stated it was not said that people couldn't put forth things, but she didn't think it was part of the normal process. She went on to state a Grant Manager is a great idea. She noted the Board of Education's grant writers make their salary from the grants that they write. She suggested perhaps they could get some college students who might wish to volunteer and get experience in grant writing for the Town. She feels $101,000 is a lot of money for a grant writer.

Councilor Mangini stated she will definitely support the amendment. She noted a grant writer will definitely pay for his/her salary in the long run. She noted $101,000 is not a lot of money at all for a grant writer. She stated her belief after some research, she has seen salaries up to $120,000. She noted years ago, they did do amendments off the floor, and there are some issues that are very passionate and very important to bring forward to the floor on the night of voting on the budget. She encouraged any other Council member, who has a reasonable amendment, to do so. She noted it's important to bring things forward to let the public know that they are thinking and working hard toward making the Town budget solid and workable.

Upon a **ROLL-CALL** vote being taken, the Chair declared **AMENDMENT #2** defeated by a 3-8-0, with Councilors Bosco, Hemmeler, Ludwick, Muller, Riley, Sferrazza, Szewczak and Unghire voting against the amendment.

AMENDMENT #3 by Councilor Kiner, seconded by Councilor Cekala to amend the budget to include $320,000 from Unallocated Expenses for improvements to the scale house at the transfer station.

Councilor Kiner stated it has been said that all these amendments would cost the taxpayers more money, and he doesn't believe that's necessarily true. He noted he has been asking for a bottom-line assessment of where the unallocated expenses are. He stated unallocated expense is money that has been appropriated for certain projects, and if that money isn't spent within a three-year period, the money reverts back to the General Fund. He noted in last year's June meeting, the Council was told there's $760,000 in that account. He stated his belief there's now an appreciable amount of money in that account that they could draw from. He noted the consensus of the Town Council, the Town Manager and Joint Facilities Committee is that the conditions of the scale house at the transfer station needs to be rectified. He stated he's unsure whether the public is aware of the conditions these employees work under. He noted these employees are working in a facility where there's no running water, except for a five-gallon jug of water to drink from and wash with.

He stated there are no toilet facilities, except for a porta-potty, the trailer is old, the roof is old and rusting, the trailer is on bricks and shakes in the wind. He stated there are also rats being seen around the trailer. He feels DPW employees are stoic and to his knowledge, never complained. He feels if they can spend money to repair roads, he feels they can spare money to provide safety and dignity on the job. He stated his belief it's time to stop talking about this problem and act now.

Councilor Bosco stated any money left over could be used for something else at the end of the year, therefore, it doesn't really need to be brought up here. He noted the inside of the trailer is clean and organized. He agreed something needs to be done, but they don't need double scales or a lot of other things. He noted there are cost effective things they can do with the money they have, and they can do a little at a time. He acknowledged this should be addressed, but right now they need to keep the budget at zero. He pointed out the amendments already amounted to a half-million dollars. He noted he will be doing the fiscally responsible thing and voting no on the amendment. He suggested discussing this after the budget is taken care of. He stated his belief they can address a new building at the transfer station for a lot less.

Councilor Hemmeler stated she will be voting against the amendment. She noted there's already $30,000 in the budget to get the design process going.

Councilor Unghire stated she won't support this amendment today. She noted money has already been set aside to get things rolling. She agreed improvements need to be made, and things are long overdue. She stated she wants to keep a zero-tax increase.

Councilor Muller stated he doesn't support the amendment because he also wants to keep a zero-tax increase.

Councilor Szewczak stated she's aware of monies to take it to contract documents. She noted she supported this at budget time and deliberations, and she will support it again. She stated even if this doesn't pass, she will still find money once they have contract documents to get this done. She feels they need to move forward with this.

Councilor Sferrazza stated he will not support this amendment, however, he does agree with Councilor Kiner and his concern for staff. He added his belief everyone agrees that things need to be corrected. He noted when this epidemic subsides and the economy recovers, this will be a top priority for him.

Councilor Riley stated there is money to get things going, but she believes there should be a slight pause.

Councilor Mangini stated she will support the amendment. She noted the Town put $100,000 towards two roads as an urgent matter, and they have Town employees who are working in deplorable conditions.

Councilor Cekala stated she supports the amendment.

Councilor Kiner stated the purpose of this amendment is to make repairs and give a decent working condition for the employees. He stated his belief money is available under Unallocated Expenses, therefore, there wouldn't be a tax increase.

Councilor Sferrazza stated he's not sure whether there are any extra funds, and if there were none, would the alternative be to raise taxes by $320,000.

Councilor Kiner stated with a budget of almost $139 million dollars, he feels it boggles the mind that money can't be found if necessary. He noted they found money to repair Somers Road, which needed to be done. He stated if something needs to be done to protect citizens or employees, he feels the money will be found.

Upon a **ROLL-CALL** vote being taken, the Chair declared **AMENDMENT #3** defeated by a 4-7-0, with Councilors Bosco, Hemmeler, Ludwick, Muller, Riley, Sferrazza, and Unghire voting against the amendment.

Discussion followed on the main motion.

Councilor Szewczak stated the mill rate is level, and everyone's taxes will be the same, but operating expenses have gone up, which is why they are looking at a lot of CIP things that they're not moving forward with. She noted this year and next year will be difficult years.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5437** adopted 8-3-0, with Councilors Cekala, Kiner, Mangini voting against the resolution.

RESOLUTION #5438 by Councilor Muller, seconded by Councilor Szewczak.

RESOLVED, that the Town Council of the Town of Enfield hereby finds and determines that each capital project for the 2020-21 fiscal year indicated as a Series or as a specific capital expenditure in the Capital Improvement Annual Budget shall constitute a single appropriation of funds for said Series or expenditure.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5438** adopted 9-2-0, with Councilors Kiner and Mangini voting against the resolution.

RESOLUTION #5439 by Councilor Mangini, seconded by Councilor Muller.

RESOLVED, that the Town Council of the Town of Enfield does hereby appropriate LOCIP Grant Funds in the amount of $323,365 for the following purpose in accordance with the 2020-2021 Annual Operating and Capital Budget:

Town Road Paving $323,365

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5439** adopted 11-0-0.

RESOLUTION #5440 by Councilor Muller, seconded by Councilor Mangini.

RESOLVED, that the Town Schools' Budget adopted by the Town Council in the amount of $71,691,866 included the anticipated revenue of $28,768,258 from the Education Block (Cost Sharing) Grant and Special Education Grant.

Councilor Szewczak verified that if additional monies are sent from the State and federal government that they will go directly to the Board of Education for any expenses they had relating to the COVID, and this doesn't effect any additional funding that they get, and should it come, it flows right to them.

Mr. Wilcox stated this relates to the ECS grant from the State. He noted the Board also receives federal nutrition money and other State and federal grants that go directly to them which they use for their operations. He added if it turns out the State increases the amount of ECS funding, they will do an additional appropriate to the Board of Education.

Chairman Ludwick stated that is what was done last year.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5440** adopted 11-0-0.

RESOLUTION #5441 by Councilor Muller, seconded by Councilor Mangini.

RESOLVED, that a tax rate of 34.23 mills be set on the Real Estate and Business Personal Property Grand List of October 1, 2019 for the Town of Enfield and shall be payable in two semi-annual installments – July 1, 2020 and January 1, 2021; and

BE IT FURTHER RESOLVED, that a tax rate of 34.23 mills be set on the Motor Vehicle Grand List of October 1, 2019 and shall be paid in full on July 1, 2020; and

BE IT FURTHER RESOLVED, however, that real estate and personal property taxes amounting to $100.00 or less shall be paid in full on July 1, 2020; and

BE IT FURTHER RESOLVED, that any motor vehicle, real estate or taxes in the amount of $5.00 or less, shall be waived, pursuant to Connecticut State Statute 12-144c

Councilor Sferrazza stated his belief this is the best thing to do for Enfield residents at this time, therefore, he will support the resolution.

Councilor Mangini stated she would have preferred consideration of these amendments now to offset some of the costs next year because it's her understanding next year will also be challenging. She feels they should be proactive and address some of these projects now.

Councilor Cekala stated she will not be in support of this resolution. She noted the offered amendments would have added such a deminimus amount of a tax increase spread throughout all of the taxpayers that she feels it would have been money very well spent. She stated people should

understand that the same eight people who voted against a tax deferment for all of the Town residents four weeks ago are now saying they care about the residents and not taxing them too much or passing on any tax burden to them and are worried about them not being able to pay their taxes on time. She stated they didn't care four weeks ago, but they're saying they care now.

Councilor Kiner congratulated the Town Manager and department heads for putting together a budget without a tax increase, but he believes they could have done better. He noted amendments were offered to make this budget a better budget and stay within the parameters of a no tax increase. He noted they were all rejected by the majority party. He stated there's one item in particular that really bothers him. He noted there was a line item in last year's budget and budgets prior to this whereby the Town paid $1.25 million dollars to the water company for fire protection. He noted that item was removed from this year's budget and passed on to the fire district. He stated that $1.25 million dollars that was removed from this budget allows the majority party to claim that there's no tax increase. He noted that $1.25 million dollars will now be passed on to the fire departments, and people will be paying that tax one way or another. He stated since the Town refuses to pay the water company for this protection, as they have in the past, and since the fire districts believe that this will burden them and they don't want to pay, they have a proverbial Mexican standoff. He noted he will vote no on this resolution.

Councilor Bosco referred to the $1.25 million dollars for the water and noted people should realize that the Town had more than that and other costs that increased. He noted if they paid the water and kept adding to it, there would be a substantial tax increase, so that argument doesn't hold water. As concerns the tax deferment, the Council was told that if taxes were deferred, the Town would run out of money, and they would have serious problems since they'd be depleting their Fund Balance. He stated the Town needs the tax money to come in on time, otherwise they would run out of money. He noted this was a fiscally responsible thing to do.

Councilor Hemmeler agreed with Councilor Bosco. She feels this is the responsible thing to do.

Chairman Szewczak stated her belief they will be budgeting the whole year.

Chairman Ludwick agreed and stated three years ago when the State cut Enfield by between seven and eight million dollars, the Council at that time didn't just shift that deficit onto the local taxpayers, but rather they worked at cutting expenses and looking at different ways to balance the budget. He noted the fire districts had the same opportunity to do that as well. He noted they keep hearing how they're independent tax districts, and it's up to them as to how they pass on that cost. He referred to the tax deferment and noted if the Town is not collecting taxes, they can't pay their employees who provide the services that people need, i.e., police protection, EMS, and all the other things that the Town does. He stated he takes offense because he cares very much about the taxpayers.

Councilor Sferrazza stated if anyone is trying to say he didn't care about people four weeks ago, he clarified that his first inclination was to go with the three-month tax deferral, but the Finance Director explained a three-month deferral put the Town at risk of not having the cash by August to pay Town employees, therefore, the Finance Director and Town Manager recommended going with Option #2.

Councilor Riley stated the Council has taken this situation very seriously. She noted the pandemic is very real and is affecting everyone in town. She stated she ran for Town Council because she cares about the town and the people that live here. She stated saying the Council doesn't care is a very unfair and untrue statement.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5441** adopted 8-3-0, with Councilors Cekala, Kiner and Mangini voting against.

RESOLUTION #5442 by Councilor Muller, seconded by Councilor Szewczak.

RESOLVED, that Christopher W. Bromson, Town Manager, is empowered to execute and deliver in the name and on behalf of the Town of Enfield, a contract, subject to review and approval by the Town Attorney, with Big Fish Entertainment, LLC.

Chief Fox stated this resolution represents a very worthwhile opportunity for Enfield to showcase the extraordinary talents of two employees and their canine partners at no cost to the Town.

Councilor Sferrazza stated any opportunity they have that highlights the Police Canine Program is worthwhile, and he supports the resolution.

Councilor Mangini expressed her appreciation for the hard work of the Enfield Police Department.

Councilor Unghire stated this is a real compliment to the Enfield Police Department and Canine Unit.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5442** adopted 11-0-0.

RESOLUTION #5443 by Councilor Muller, seconded by Councilor Mangini.

WHEREAS, the Enfield Town Council wishes to acquire the property at 800 Enfield Street, and

WHEREAS, the Council must refer the proposed acquisition to the Planning & Zoning Commission for a report in conformance with requirements of Connecticut General Statute Section 8-24;

NOW, THEREFORE, BE IT RESOLVED, that the proposed acquisition of the property hereby referred to the Planning & Zoning Commission in conformance with requirements of Connecticut General Statute Section 8-24.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5443** adopted 11-0-0.

RESOLUTION #5444 by Councilor Muller, seconded by Councilor Mangini.

WHEREAS, the Enfield Town Council wishes to lease and potentially purchase the property at 800 Enfield Street;
NOW, THEREFORE, BE IT RESOLVED, that the Town Manager is authorized, on behalf of the Town, to sign the letter of intent discussed in Executive Session subject to review and approval of the Town Attorney.

Mr. Bromson stated this is one property removed from the Town Hall to the north. He noted they have been discussing this in the context of acquiring it for the purposes of implementing the Higgins Park plan. He stated several months ago, the Town executed an option with the owner of the St. Adalbert's School as part of that park plan to secure that premise to restore interior basketball courts and perhaps a theater. He noted they talked about the Higgins Park having a walking trail, dog park, a shell theater and other amenities. He stated part of that plan was that 800 Enfield Street could be a gateway into the property, so they could access Higgins Park and also include a pool along with a water park and other amenities. He noted this is not only to lease, but with the option to purchase. He feels this is a very favorable plan for the town. He stated part of the plan is to avoid cost and repairs to the Lamagna Center, which are upcoming. He noted another part of the plan is to relocate Youth Services partially to 800 Enfield Street and perhaps to another area, and the Lamagna Center building and Strand building could be marketed, sold and developed as part of the economic plan.

He stated the 800 Enfield Street property has a drive-through and Town Hall is trying to do business remotely with people trying to pay taxes, get dog licenses, permits, etc. He noted it would be nice to have a drive-through where the public can be accommodated remotely and safely. He noted they could relocate a small satellite staff at 800 Enfield Street to afford this convenience to citizens. He stated they hope to start doing this beginning in early June, so they're available for the tax season and dog licensing. He noted they are reopening Town Hall by appointment only. He stated this would also allow the Town to secure 800 Enfield Street as part of a long-range plan. He noted more information will become available in the coming weeks. He stated his belief the Town has been reactive to the COVID-19 situation, and they must respond to the Governor's orders. He noted this is also a way for the Town to have some control, as a town, and to do something proactive and positive for residents.

Councilor Sferrazza stated if the State of Connecticut decides to cut funding in the next couple years, it's his understanding that would provide the opportunity to bail out of this project going forward. Mr. Bromson responded that's correct and noted the actual details in the letter of intent contains two escape clauses – if Enfield weren't to receive the level funding from the State, they'd be able to renege, and 90 days from the end of the lease period they'd have the ability to not exercise the option and buy the property.

Councilor Sferrazza stated he supports the idea of a drive-in teller to serve residents and provide a safe way to do business for residents and employees. He commended Mr. Bromson for going forward with this.

Councilor Riley thanked the Town Manager and Town Attorney for their hard work on this. She feels this is a great idea, and she's glad there is an exit clause if things go south. She believes this is an awesome way to think outside the box in order to serve residents when there is all this social distancing.

Councilor Mangini thanked the Town Manager and Town staff for putting this together. She feels this is a phenomenal opportunity. She noted she and Councilor Szewczak had the privilege of visiting this facility prior to COVID-19. She stated Town staff went above and beyond trying to make this happen, and they've been successful.

Mr. Bromson expressed appreciation for the dedication and perseverance of Kasia Purciello, the Assistant Town Manager, in this endeavor.

Councilor Cekala thanked Town staff and stated she's satisfied with the presentation and the discussion they had in Executive Session. She stated her belief it's a great, innovative idea and kudos to the Town staff for coming up with this.

Councilor Kiner stated this topic was fully discussed and explained, and he supports it.

Councilor Bosco thanked Mr. Bromson and his staff for their forward-thinking. He stated his belief in the end this will all work out beautifully.

Councilor Hemmeler stated Town staff did a great job in negotiations, and she feels it's great they're thinking in different ways, and it will make a lot of people feel safe.

Councilor Unghire stated she will support this, and she believes it's a great idea. She commended staff for taking a positive approach, and instead of seeing the drive thru as a hindrance, they turned it around and used it. She wished everyone the best with this project.

Councilor Muller thanked Town staff for this great opportunity for the citizens. He noted citizens can pay taxes, get dog licenses, etc. He stated he looks forward to the whole Higgins Park concept as well.

Councilor Szewczak thanked Town staff for a great idea. She stated her hope they'll be able to use the night deposit as well.

Chairman Ludwick acknowledged a lot of people prefer paying bills and fees in person. He noted by doing this in a safe way, it allows people to have the opportunity to pay in person, while at the same time following the Governor's executive orders and keeping people and staff safe.

Mr. Bromson stated they will do this as a phased-in approach. He noted inside the building there are five stations from which they can provide service, while at the same time adhere to social distancing.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5444** adopted 11-0-0.

COVID-19 UPDATE

Mr. Bromson made the following statement:

"I thank the Town Council for adopting my 2020/21 budget this evening, which results in a level mill rate of 34.23 and no tax increase. We knew it was important not to additionally burden taxpayers during this very trying time when so many families are facing economic uncertainty. I am thankful that the budget process is now concluded, and we can fully concentrate on the recovery efforts related to COVID-19.

I would like to take this opportunity to talk about where we've been, where we are now, and where we are going. Although all departments in Town have been transacting business remotely and electronically, today, May 20th, we have begun the physical reopening of the Town. All Town Hall departments will now be available for residents to visit in person by appointment. Access our Town website for the department for which you wish to visit, and they will be more than happy to accommodate with scheduling an appointment. I understand that this has been a deeply frustrating and a very anxious time for all of you as it has been for us. With the steps we are taking today to reopen, we hope we are beginning to emerge from the effects of the pandemic and start the return to normalcy. It's important to understand that we, as a Town, are subject to the laws of the State of Connecticut and most recently bound to follow the Governor's executive orders, which have the force of law. During this process of reopening, we are following the executive orders of the Governor and are also seeking to provide a safe environment for employees and the public. We thank you for your continued patience, cooperation and your understanding during this transition.

On March 5th, as information about the Coronavirus was coming to light, I convened an internal working group, which consisted of Town administration, elected officials, public health officials and other stakeholders in our community. On March 10th, Governor Lamont declared a state of emergency in Connecticut. Two days later on March 12th, in consultation with our elected officials and public officials, I had to declare a state of emergency for the Town of Enfield. I thought it was important to make such a declaration before taking the extraordinary steps of closing down town government and limiting Town services. Thereafter, Chris Drezek, the Superintendent of Schools, closed our public schools, and we closed public libraries, the senior center and the recreation department. One day later, on March 13th, President Trump declared a national state of emergency. We then proceeded to close the Enfield Child Development Center, Youth Center, Family Resource Center, and the Adult Day Center. On March 16th, to insure resident and employee safety, Town Hall and the Department of Public Works had to close their doors to the public. The Department of Social Services did as much work as possible remotely, while allowing appointment only for certain programs. On March 19th, Enfield had its first declared case of COVID-19. During the first week of April, we commenced to close all our playscapes and ceased collecting fares for the Magic Carpet bus services. All actions we took were for our residents' and employees' safety.

To address the COVID-19 pandemic, and as previously mentioned on the previous slide, I created an internal working group on March 5th, which consisted of those participants listed above. Shortly thereafter, the North Central District Health Department convened its regional working group, which consists of eight surrounding towns. Since early March, both the North Central working

group and the Enfield working group have been meeting every Thursday morning. Both groups endeavor to share information and come up with goals and strategies that are to benefit our residents in providing services during these very uncertain times. These working groups will continue for the foreseeable future. We continue learning from our surrounding communities and are implementing the best policies and practices which are suitable here in Enfield.

Reopening Town services – As of today, May 20th, we were able to begin slowly and safety reopening Town services. We anticipate reopening all Town services in coming weeks in consultation with public health officials while adhering to the Governor's executive orders. Here you will see a timeline of some reopening activity that has occurred or will occur in the upcoming two weeks. Our Department of Recreation has been preparing for summer camp for many weeks. They have filed the appropriate paperwork with the State for permission to allow 50 children into our Tons of Fun summer camp. On May 5th, they received this approval, but we are awaiting further information and guidance from the Governor's office to make a determination whether or not it will be possible to actually offer the camp this summer. We will keep you apprised.

On May 5th, the Department of Public Works also did a soft opening of the Transfer Station. The Transfer Station will accept free of charge yard waste, metal, e-waste, cardboard and textiles. Residents may also depose of bulky waste—mattresses and freon-based products. To insure everyone's safety, DPW was only accepting credit and debit cards and checks at this time. All transfer station employees are practicing appropriate social distancing. This reopening has been a success and very much appreciated by our residents.

May 14th – thanks to the work of our Development Services staff and our Town Attorney and his office, our Planning & Zoning Commission approved guidelines for reopening outdoor dining areas for restaurants consistent with the Governor's executive order. Restaurants are able to apply for a temporary certificate for outdoor dining. If you are in need of assistance with this process, please contact our Development Services Office for immediate help.

The Enfield Child Development Center (ECDC) has received approval as of May 15th to allow them to care for up to 74 children. Thanks to the great relationship we have with the Superintendent of Schools, Chris Drezek, we've also received his approval to use additional Enfield public classrooms at Stowe this summer, which after licensing, will allow us to care for up to 194 children during the summer months when parents will be struggling with childcare needs. We are anticipating that ECDC will commence to open with the first 30 childcare slots on June 1st, but again, stay tuned for specific news of reopening as things are in a constant state of flux.

That brings us to today, May 20th, when we will begin reopening Town Hall by appointment only. More information on the opening and access to other departments will be forthcoming in the days and weeks ahead. Beginning next week, the public libraries will begin taking requests for materials and providing curbside pick-up.

I would like to take the opportunity to introduce the directors of the various departments of the Town of Enfield. I won't go through each one by name, but you can see their picture and their designation on the slide. These are the individuals who oversee all the divisions and staff of Enfield Town government. They have stepped up and delivered during these most trying and

difficult times. I truly appreciate their dedication to our Town and its residents. Before COVID-19, we held director meetings twice a month immediately following Council meetings the first and third Mondays of each month. In addition, we held one-on-one meetings with each director on a rotating, weekly basis, but since the onset of the pandemic, we've been meeting as a group three days per week on Mondays, Wednesdays and Fridays and more frequently as necessary. We speak and consult with each other on a daily basis as issues arise. Again, I would like to thank all of the directors for the commitment and professionalism and leading by example during these last few months. I would also like to thank all of our employees in each and every department from Police, EMS, the Department of Public Works, those at the Water Pollution Control Center, our custodians and those in B&G, all of those who have been coming into Town Hall, and all the other departments who have been working remotely to provide the excellent and unparalleled Town services that we provide here in Enfield.

This next chart is sobering, but it's important to note on the left we have listed the confirmed cases in Enfield as of May 19th – 396. Tragically, sadly, 24 deaths have occurred in the Town of Enfield and our thoughts and prayers go out to those families who have lost loved ones. On the right, we have the confirmed cases in Connecticut as of May 18th – a total of 38,115 cases and 3,449 deaths. We have been posting these on our website based upon the information from North Central Health District every Monday, Wednesday and Friday, and I truly and prayerfully look forward to the day when we no longer have to do that.

Enfield is open for business and has been open for business. As I said previously, we were enjoying a very strong economic growth in the town, and I'm sure and confident based on these statistics to follow that we are going to enjoy that same resurgence of economic activity in the near term. As you can see from this chart, our Building Department has issued permits from March 12th through May 12th. In the Building Department we have issued 179 building permits with construction value of over $66 million dollars; 74 electrical permits with a value of over $28 million dollars in construction value; 37 plumbing permits with a value of over a million dollars and 85 mechanical permits totaling over $770,000. I would like to give a special thank you to the building inspectors, who have been going out, doing their job under these stressful circumstances to assure our residents and businesses that they are able to expand and continue to do business and make a living for themselves and their families.

Information Technology – our activity has been amazing from March 12th through May 19th. Because of the foresight of IT in getting us operational systems and technology, our staff and employees have been able to have over 10,555 one-on-one team calls, 8,296 group team calls, 7,423 meetings with over 15,000 participants and 279,410 messages back and forth between employees and town residents in order to assist and deliver services to the town. It is simply stunning and amazing, and I thank our IT Department.

Our Town Clerk is an exceptional individual and so is her staff. They've been coming in to continue to transact business in the Town Hall during this epidemic, and from March 12th through May 12th, there have been over 3,955 land record recordings. We have received over 142 vital records. We have issues over 117 certified copies of vital records. We have issued 97 burial and cremation permits, 20 marriage licenses and 11 dog licenses have been issued. We will be very

busy during the month of June. We have more registered dogs licensed in Enfield than any other town in the State of Connecticut.

Although our buildings were closed entirely or partially, we were always open for business. This chart reflects just what I recounted for you. If you look to the left, it shows a flat line. That's because essentially, we transacted business in person and by telephone. As you start to see the peaks and valleys to the right, you can see the numbers below – 232,000 channel messages; 85,000 reply messages; 52,000 post messages – all of this activity shows what was occurring through IT and technology, electronically and remotely to assist residents and to continue to deliver services. The high peaks show the work being done during the week and the valley shows the weekend. This also reflects the Board of Education and all of what they're doing – their administrators and teachers – to continue to teach our youth and our children in the town during this time. One valley shows when they had their spring break.

As you can see, our staff and the staff of the Board of Education has continued to work for the past two and a half months.

Our EMS has received approximately 996 calls since the onset of the pandemic, March 12, 2020. They were exposed to very serious instances of the virus being in the back of the ambulances and in people's homes with people who were very ill. As a result of that, over 60% of our EMT's became infected with the virus over the last several weeks. I am thankful that most all of them have returned to work and are doing well. And, we thank them from the bottom of our hearts for their great commitment during this time of great personal risk and exposure.

Happily, it is National EMS Week, so we take this opportunity to congratulate and thank all of our EMS workers in the EMS Department of Enfield and also to all the police officers and fire fighters in town who are also EMS workers, who assist us in delivering emergency medical services to the residents of Enfield. It is the finest and most recognized EMS service in the State of Connecticut, and I'm immensely proud of it.

During this time of blight and distraction, we never left or took our foot off the accelerator. We've been working very diligently to eradicate blight in the Town of Enfield. We've had a very aggressive program over the last year, and it has culminated in the following two groups of slides and a short video. Over the past year, our Development Services and our blight officers worked very, very hard to come to the point where we would be able to actually demolish three buildings at 28 South River Street. That has been accomplished thanks to the fact that the Governor deemed construction to be an essential service, and we took advantage of that exemption. On 32 Church Street, there were also three buildings that had been an eyesore and a blight to that community in the neighborhood. We also were able to take advantage of the essential services construction exemption. Those buildings were torn down much to the satisfaction and happiness of everybody in that neighborhood.

At least on those two properties, I can say, "mission accomplished". Not only are we taking down the old, but we're bringing in the new, and that's our plan today for a better tomorrow program. We've had a very successful community garden on Main Street with over 30 plots. Even before the pandemic, we wanted to expand this program. We decided that expanding right now would be

a good fit as it would give residents something to look forward to during the summer. Thanks to the support and funding of the Town Council and quick action of the Planning & Zoning Commission, we have now added almost 60 plots at two new locations – the Central Library and 2 Chapel Street. You can go online today and sign up for a $25 plot. We provide the organic plants, boxes, and all you need to plant today for a better tomorrow.

On this slide you can see what Chapel Street looks like currently. This next slide shows the community garden vision that's been approved. You can see that there will be 36 planter boxes, four-foot fence, eight-foot gate, and a tool shed, plus a water supply.

This shows the current location at the public library and the vision of ten new planter boxes, a tool shed, water supply, four-foot fence and the gate directly adjacent to the library location. I would just like to note that we'd like to expand this program all over town. If you have an idea or desire in your neighborhood near an apartment or condo, we would be more than anxious to hear from you and add it to our list for next year. We're also looking at Lafayette Park as a prime location in downtown Thompsonville. We would like to expand this and eventually have hundreds of plots in town for our residents to farm. That brings us to a very exciting regional farmers market update. The Governor has deemed that the farmers markets are an essential service, and we're glad he did so. So, we have completely revamped, retooled, expanded and enhanced the Enfield Regional Farm Market here in town. We're hopeful and fully expect to have a grand opening on Sunday, July 26th from 10:00 to 1:00. This is a change from the past Wednesday afternoons. We believe it will be much more convenient and attractive to our residents. Again, we anticipate that the kick-off will be in late July, and we will be enjoying fresh produce and other products on our Town Green all the way through the end of September. Please come and join us.

In conclusion, I would like to thank you for your continued patience and understanding as we move forward. Following my remarks, we will showcase a new PSA from our talented staff on the reopening of Town government. Some departments will be opening today, and other departments will follow. We will adhere to the Governor's orders and consult with public health officials in making any decisions that will impact the health and safety of our staff and our residents. There have been many questions and interest in our summer camps, Town pool, recreation and sports programs. We are planning to open all these services, but we must do it in a safe and legal manner. I want to thank the people of Enfield for their hard work, diligence, and sacrifice. You made the difference. Your actions over the past two months are why we're in the position to open successfully today. Without you, we wouldn't be here where we are, and we again sincerely thank you for your efforts and your involvement in this process. Our staff and I remain available to assist you. Please continue to check our website for updates, sign-up for alerts through "notify me" for the latest information. Be safe. Be well. I thank you for your attention tonight, and I look forward to a time in the near future when we will all be able to gather again together here in the Town Council chambers at Town Hall. Good Evening."

Administrative Secretary, Maya Matthews, comments follow:

"During the COVID-19 pandemic, our Town leadership has worked daily with various stakeholders and the North Central District Health Department to insure they're taking the proper precautions to keep our residents safe while providing essential services. Reopening our Town

will be done with the same level of care. Please listen to our talented employees discuss their plans for reopening key services – the Library, Stowe Early Learning Center, and the Town Hall. Enfield is open for business."

Director of Libraries, Jason Neely, comments follow:

"The last two months have been challenging for our community. Since March, we've been focusing on building up our digital offerings and moving programs online. With the Governor allowing us to open things up a little bit, we will begin expanding services. Items will be available for curbside pick-up. On the Tuesday after Memorial Day, they will begin to take new requests for items. You can also email us library questions at enfield.org or place a hold in their catalog. Everything will be checked out before, and there will be tables set up near the book drop where materials will be in a brown bag with your name on it. We will also be offering evening and weekend hours. We do ask that you don't come early, so we can maximize social distancing. We received a lot of questions about returning materials. No fines are accumulating. You can bring them back to the book drops when you have the opportunity. Don't worry about getting them back right away. If you are returning any oversized items, like a musical instrument, just give us a call beforehand, and we will set up a time for you to drop it off. When your items are returned, we will quarantine them for seven days. While social distancing is being encouraged, we will continue to offer virtual programming through Facebook and Zoom. We'll be adjusting our services in coordination with the North Central District Health Department to ensure the safety of our residents and staff. We miss seeing all of you in person, and we will do everything we can to provide you the best services in these changing times."

Program Manager for the Enfield Child Development Center, Karen Edelson, comments follow:

"When ECDC closed for childcare due to the COVID-19 pandemic, our staff remained on site cleaning and organizing their rooms and conducting professional development. Nine weeks later we have come so far. Our staff has taught remotely in ways that they didn't think was possible, materials have been dropped off at children's homes, including child-size masks, ECDC staff has distributed packages of materials at the center, and staff called parents to check in during these difficult times. The response from our families has been overwhelming with words of appreciation. Now, as the State begins to open, we are working closely with the North Central District Health Department and are planning to reopen our center in various stages throughout the month of June. We will be implementing the safety protocols issued by the Office of Early Childhood, which involves staff wearing masks, temperature taking upon entering the center, and social distancing. Class sizes cannot exceed ten children. Since we will not be able to accommodate all children in the beginning phase, remote learning will also continue. Enrollment will increase as approvals from the State are granted. We know that things will be a little different when we open, but as one three-year old recently said during a classroom Zoom meeting, "I miss my teacher, I miss my friends, I miss my classroom, I want to come back to school." We all feel the same way and are looking forward to being open.

Town Clerk, Suzanne Olechnicki, comments follow:

"I have been the Town Clerk here for over 30 years. Since the onset of COVID-19, we at the Town have been transacting business as usual with only a very few changes. We have held all the Town meetings remotely and have relied heavily upon emails, phone communication and our drop box. Many of our staff have continued to come into the office by responsibly social distancing to serve the residents of Enfield. When it comes to reopening to the public beginning May 20th, all of us at Town Hall will continue to comply with the Governor's executive orders, including limiting occupancy, adhering to the five-person meeting limit, adding in several physical partitions, such as plexi-glass, wearing masks, enhanced cleaning protocols and available hand sanitizers and wipes at entrances. To ensure the safety of our residents and our employees, we will be operating in an appointment only model. Please call the department you wish to schedule your visit with in advance. Upon arrival for your appointment, you will find all entrances at Town Hall will be controlled. You will be met at the door and escorted to your respective department. As we begin to reopen, we encourage you to continue to do business by email or use of our drop box at the Town Hall whenever possible. We will do our best to offer our services quickly and to your satisfaction. Thank you and we look forward to seeing you soon.

Assistant Town Manager, Kasia Purciello, comments follow:

"The COVID-19 pandemic has changed how we do business. In order to provide exceptional service to our residents, while also adhering to new social distancing guidelines, Enfield had to think outside of the box. As a result, I would like to welcome you to the Enfield Express. Beginning this summer, we will offer our residents safe, contactless, drive-thru services in a convenient location right next to our Town Hall. Instead of coming in person to the Town Hall, you will be able to stay in your car and come through our drive-thru to get your dog license, pay your taxes and more. We'll miss seeing all our residents in person, but we hope this addition to our service offering will provide a convenient way for you to stay connected with Town services."

SPECIAL GUESTS

Present were Senator John Kissel and State Representative Carol Hall. State Representative Tom Arnone was present, but had to leave for an important business matter.

Rep. Hall commended everyone on a flat budget. She acknowledged it takes a lot of tough decisions to come up with a flat budget. She noted she also appreciates this from a citizen's perspective, and she knows all the Town residents will be truly appreciative that their taxes will be held flat by this Council.

She commended the Town for the whole way they've handled this pandemic. She acknowledged throughout this period everyone continued to work hard.

Rep. Hall addressed questions that were previously submitted:

"Will the logistics of school opening in the fall be placed upon each individual school district?"

Rep. Hall stated the Governor and leadership are meeting on this with all stakeholders involved, i.e., Superintendent organizations, teacher organizations, and leadership from the Education Committee, but currently they don't have an answer to this question. She pointed out things are changing on a daily basis, and this is a moving target. She noted once they have something concrete, they will let that be known right away.

"**Will all of the truancy policies be waived for parents that don't feel comfortable sending their children back to school?"**

Rep. Hall stated currently they're looking at all these issues, and that still has not been decided.

"If voting should not go back to normal, have you considered ideas of drive-thru polling whereby ballots get mailed to the voters, and then a drive-thru is there to collect the polls?"

Rep. Hall stated currently, these conversations are being had. She noted the Lamont administration and the Secretary of State are addressing these issues, and they have looked at the drive-thru option of polling, but no final decisions have been made. She stated she just received an email this evening that they are going to be allowing people to apply for absentee ballots for the primary in August.

She stated there was a question about whether there would be additional money coming back to schools for laptops and I-Pads. She noted the Governor, together with a private coalition, had put a program together for the alliance districts to get I-Pads and computers. She stated at this time, she does not believe there's a plan to expand that to every district, but if there are needs in the district and that need is made known, they can relay that to the Governor's office. She noted if they know of children in the district in need of that, they certainly could approach the private group that's doing the funding along with the State for alliance districts. She stated she's sure they could secure something if that was a need.

"Do you anticipate the executive order will extend to the teachers' pension being placed on the municipalities or the mandating of tolls?"

Rep. Hall stated it's their understanding the Governor does not have the executive power to do that by himself. She noted he cannot mandate tolls or shift the teachers' retirement to the municipalities through executive order, but rather that would have to go through the General Assembly.

"When will you demand going back in session?"

Rep. Hall stated the only reason they are not going back in session is similar to how the Town is functioning at this time. She noted they can't function as a General Assembly during the COVID problem. She stated they're currently talking about a special session and trying to work out dates, and she anticipates a special session in June or July.

"Why isn't the state enforcing the hiring freeze on employees?"

Rep. Hall stated before COVID, they were on a hiring freeze, and they were only replacing people who actually left. She noted the Governor had to do hiring for the Department of Labor.

Senator Kissel then spoke.

Senator Kissel commended the Town Council for their work and dedication. He agreed with Rep. Hall that a no tax increase budget is the right message to send to Enfield taxpayers. He acknowledged the difficult decisions that had to be made. He complimented Mr. Bromson on his presentation this evening, and he commended the different departments heads for their work.

He stated he spoke with the Commissioner of Early Childhood Education, and she said there's been a real drop-off on people requesting resources for Birth to Age 3, but those resources are available and that should be made known to people.

Senator Kissel agreed with Rep. Hall regarding education and everything being in motion right now. He stated his personal belief that people should prepare to have virtual education at least for the fall. He noted he is hearing that not until 2021, will people feel comfortable sending their children to school. He noted the earliest estimated time for a vaccine is ten months, or more likely a year, and that's a consideration going forward.

He noted the Mayor reached out regarding masks, but there's still a need for first responders.

As concerns technology and laptops, Senator Kissel stated they may use the paradigm that's being used in the community colleges. He noted if the laptops come from a foundation, they are given to the students because they tend to vary what kind of brand they are, but if it's coming from the school itself, it's a lend, the students are responsible for them, and they have to give them back from wherever they got it. He stated his belief this is the format that the State would use for public schools if they go in that direction.

Senator Kissel stated the Governor's powers end September 9th. He noted his leader and Senator Summers, who's the ranking member on Public Health, will not be voting to extend his powers. He noted many in his caucus, including himself, feels that he's expended his reach in the areas that are not directly related to the COVID-19 problem. He stated the Governor doesn't really consult with Democrats or Republicans in the Legislature, i.e., changing the rules for hair salons, barbers and nail salons two days before they were supposed to get up and running. He noted that really pulls the rug out from a lot of sole proprietors and small business people that invested and had hopes, and they really need those paychecks.

He stated one of the questions had to do with proposals going forward to limit the Governor's power. He noted he doesn't mean this as a campaign platform, but one of his first bill proposals, should he be re-elected, is to change the law so that they have a balance, so that the Governor must consult with legislative leaders. He stated he's thinking of a way to make sure that the Governor can't just consult and then ignore, but maybe that has to be so tight that everybody has to vote to

do these executive orders or to change these laws, and he believes the timeframe needs to be revisited every 30 days.

As concerns the State budget, Senator Kissel stated his belief the Governor is just going to tap into the rainy-day fund or the reserve account for this fiscal year that runs out the end of June. He stated his understanding the following fiscal year the Office of Policy and Management Secretary is looking to whittle away about $400 million dollars from current spending and another $100 million they hope to glean from savings somewhere. He noted he would not place any hope on it being some kind of union give-back. He stated the Governor has talked about trying to use a friendly approach, but he has never seen that work. He stated he would fight tooth and nail to make sure that this burden doesn't get put on towns he represents. He pointed out there are several things the State can do to economize, just as towns do when they put their budgets together.

Senator Kissel stated the next two weeks are super critical. He noted if they don't see any big spikes in illnesses, they will see Phase II moving forward.

He invited the Town Council members and Town Manager to use his office as a resource. He stated he's very proud to be a citizen of Enfield, and he thanked the Town Council and Town staff for all their hard work. He expressed appreciation for the great public service announcements that were shared this evening.

Chairman Ludwick stated due to the length of the meeting and a prior commitment Representative Arnone had to leave earlier, however, he will be responding to emails.

ADJOURNMENT

MOTION #5445 by Councilor Muller, seconded by Councilor Mangini to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5445** adopted 11-0-0, and the meeting stood adjourned at 7:41 p.m.

Respectfully submitted,

Suzanne F. Olechnicki
Town Clerk
Clerk of the Council

Jeannette Lamontagne
Secretary to the Council

ASsENFIELD TOWN COUNCIL
MINUTES OF A VIRTUAL SPECIAL MEETING
MONDAY, JUNE 1, 2020

A Virtual Meeting of the Enfield Town Council was called to order by Chairman Ludwick on Monday, June 1, 2020. The meeting was called to order at 5:03p.m.

ROLL-CALL – Present were Councilors Bosco, Cekala, Hemmeler, Kiner, Ludwick, Mangini, Muller, Riley, Sferrazza, Szewczak and Unghire. Also present were Town Manager, Christopher Bromson; Assistant Town Manager, Kasia Purciello; Town Clerk, Suzanne Olechnicki; Town Attorney, James Tallberg; Chief Technology Officer, Paul Russell; Deputy Director of Economic & Community Development, Nelson Tereso; Director of Social Services, Cynthia Guerreri; Executive Secretary to the town Manager, Debra McCarthy

MOTION #5446 by Councilor Muller, seconded by Councilor Mangini to go into Executive Session to discuss Real Estate Negotiations: 90 Elm Street and 2 Broadbrook Road; Pending Litigation: Fire Protection Services

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5446** adopted 11-0-0, and the meeting stood recessed at 5:04 p.m.

EXECUTIVE SESSION

The Executive Session of the Enfield Town Council was called to order by Chairman Ludwick at 5:05 p.m.

ROLL-CALL - Present were Councilors Bosco, Cekala, Hemmeler, Kiner, Ludwick, Mangini, Muller, Riley, Sferrazza, Szewczak and Unghire. Also present were Town Manager Christopher Bromson, Assistant Town Manager Kasia Purciello, Town Attorney, James Tallberg; Town Clerk Suzanne Olechnicki; Deputy Director of Economic & Community Development, Nelson Tereso

Also present, Attorney Paul Smith, Anthony Ardolino, Michele Colson and Andy Borgia.

Chairman Ludwick adjourned the Executive Session and reconvened the Special Meeting at 6:04 p.m. and stated that during Executive Session 90 Elm Street, 2 Broadbrook Road and Fire Protection Charges were discussed with no action or votes being taken.

RESOLUTION #5447 by Councilor Muller, seconded by Councilor Riley.

RESOLVED, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the following transfers are hereby made:

TO: Family Resource Center

Salaries	22048853 511000	$2,185
Salaries Part Time	22044853 512000	$1,992
Social Security	22048853 522000	$ 261

Medicare	22048853 522100	$ 62
Other Supplies/Materials	22048853 561900	$45,000
FROM: Family Resource Center, Lego Group COVID19	22044470 48853	$50,000

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

/s/ John Wilcox, Director of Finance

Mr. Bromson stated this is a $50,000 grant from the Lego Group for the Family Resource Center. He noted this is for kits to be given to the children who are part of the Enfield Resource Center.

Ms. Guerreri stated this is an exciting opportunity, and Enfield has a long history of working well with Lego. She noted this is coming from Lego's international headquarters, as opposed to the other funding received from Lego's local foundation. She stated this will augment the learning at home that families and children have been undertaking, and this increases and enhances child development in different ways by providing these kits.

Chairman Ludwick stated Lego is a fantastic corporate partner.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5447** adopted 11-0-0.

RESOLUTION #5448 by Councilor Muller, seconded by Councilor Mangini.

WHEREAS, the Governor's Executive Order No. 7PP, Section 2.b. provides that the municipality's Chief Executive Officer shall select employees who shall have authority over enforcement of the Sector Rules issued by the State Department of Economic and Community Development; and

WHEREAS, in accordance thereof, Town Manager, Christopher W. Bromson, appointed Ricardo Rachele to serve as the enforcement official with the title of Public Nuisance Officer; and

WHEREAS, the Town of Enfield believes the role of the enforcement official is to assist and help businesses re-open and move our community forward.

BE IT RESOLVED, that the Enfield Town Council revises the title of the enforcement official to Business Assistance Officer, as this reflects the Town's intentions to foster a positive business and economic climate in the Town of Enfield.

Attorney Tallberg explained this position helps facilitate re-openings, and the Town Manager wanted to make clear Town employees are there to help businesses get back on their feet.

Mr. Bromson stated staff advised and assisted Planning & Zoning in passing the enabling statute for outdoor dining in the Town of Enfield. He noted he did not want any miscommunication or

misunderstanding as to who businesses go to for assistance. He stated he did not want any delay or ambiguity when businesses needed to reopen, and it was the Town's desire and goal that restaurants be able to get back in business and reopen their door to save their businesses and provide for their families and workers. He noted this was issued as an edict May 18th, and he appointed the Town's officials on May 20th. He stated businesses must submit an application with diagrams, size of tables, number of tables, distance apart, if tents or umbrellas are being used, and a safety plan. He noted businesses aren't used to doing this, and he wanted someone available to help and not hinder them. He pointed out Rick Rachele has helped coordinate everything that enabled businesses to reopen their doors without any kind of problem. He listed some of those businesses that have been assisted are Bueno Vita Restaurant, Chicago Sam's, Pizza Palace, Figaro's Restaurant, The Country Diner, The Yard Tavern, Sarapes, The 99 Restaurant, Hot Table, and TGIF. He pointed out all these restaurants were able to do this in record time because the Town of Enfield had staff available to assist. He stated it will be even more critical to have the Business Assistance Officer available on the next re-opening, June 20th, when other businesses are going to have to comply with Executive Orders. He stated the Town of Enfield stood up immediately to help businesses. He commended staff for all their hard work.

All Council members expressed their appreciation for staff's work in this area.

Chairman Ludwick stated his belief this is a really nice and effective change as to how they're approaching this. He noted the Town is following the state mandate and doing so in a way that is helping Enfield businesses.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5448** adopted 11-0-0.

RESOLUTION #5449 by Councilor Szewczak, seconded by Councilor Mangini.

WHEREAS, the Information Technology Department has determined that contracting to lease technology equipment for the support of Enfield Public Schools, Municipality and Public Safety entities is in the best interest of the Town; and

WHEREAS, a technology lease for the town will allow for the procurement of hardware required to operate and manage Public Schools, Municipal and Public Safety Information; and

WHEREAS, the Enfield Town Council deems a multi-year lease of technology equipment for Public Schools, Municipality and Public Safety to be in the best interest of the Town.

NOW, THEREFORE, BE IT RESOLVED, that the Town Council authorizes the Town Manager to enter into a three-year lease for technology equipment with CSI Leasing, Inc. and is authorized to execute all documents as required.

Mr. Bromson stated this is a $300,000 contract for three years, and the Town had it previously for three years at $100,000 per year, but it's expired, and this is in next year's budget. He pointed out Paul Russell again accomplished a savings because the normal rate would have been about $420,000.

Mr. Russell stated they utilized the Massachusetts Higher Education contract, which took off 15% in dealing with vendors, otherwise they were going to a different vendor other than Hewlett-Packard. He noted this was accepted because Hewlett-Packard likes utilizing Enfield as their showplace. He explained that by doing the actual lease, the total cost out of pocket for Enfield is roughly 90% of the total cost of the equipment they're purchasing. He noted the cost would have been $420,000, and the cost of the equipment is $330,000, and over the next three years, the Town will pay $300,000 for it. He stated net savings would be approximately $30,000. He noted they would then refresh the equipment again.

Chairman Ludwick commended Mr. Russell for doing a nice job negotiating this contract.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5449** adopted 11-0-0.

RESOLUTION #5450 by Councilor Muller, seconded by Councilor Mangini.

WHEREAS, Collins Powder Hill Farm, LLC wishes to lease for the 2020 growing season approximately 11+/- acres of Town-owned land located on the northeast corner of 77 Town Farm Road, commonly known as the Town of Enfield Transfer Station property, shown in the Enfield Land Records Book of Maps, Volume 226, Pages 3321 through 3324; and

WHEREAS, Collins Powder Hill Farm, LLC has previously leased this property for the 2017, 2018, and 2019 growing seasons.

NOW, THEREFORE, BE IT RESOLVED, that the Town Manager, Christopher W. Bromson, is empowered to enter into the attached Lease Agreement in the name and on behalf of the Town of Enfield with Collins Powder Hill Farm, LLC

Mr. Bromson stated they've had this lease agreement with John Collins of Collins Farm since 2017, and he asked for a renewal this year. He noted they're suggesting keeping it at $100 per acre this year and renew for another year. He stated this acreage is directly adjacent to the transfer station property.

Councilor Cekala questioned if the Town is renewing the same lease for the same price, and Mr. Bromson responded yes.

Councilor Mangini stated Collins Farm is a good partner with the Town of Enfield, and she will support the resolution.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5450** adopted 11-0-0.

RESOLUTION #5451 by Councilor Mangini, seconded by Councilor Riley.

WHEREAS, federal monies were made available under the Connecticut Small Cities Community Development Block Grant Program, administered by the State of Connecticut, Department of Housing pursuant to Public Law 93-383, as amended; and

WHEREAS, pursuant to Chapter 127c, and Part VI of Chapter 130 of the Connecticut General Statutes, the Commissioner of Housing is authorized to disburse such federal monies to local municipalities; and

WHEREAS, on September 26, 2019, State of Connecticut Governor Ned Lamont announced that the Town of Enfield was awarded a Small Cities Community Development Block Grant in the amount of $175,000 for electrical upgrades at the Laurel Park Housing Complex; and

WHEREAS, it is desirable and in the public interest that the Town of Enfield execute the Assistance Agreement between the State of Connecticut and the Town of Enfield.

NOW, THEREFORE, BE IT RESOLVED BY THE ENFIELD TOWN COUNCIL:

1. That it is cognizant of the conditions and prerequisites for State Assistance imposed by Part VI of Chapter 130 of the Connecticut General Statutes; and
2. That the Assistance Agreement between the State of Connecticut and the Town of Enfield in an amount not to exceed $175,000 for Public Housing Modernization is hereby approved, and that the Town Manager is hereby authorized and directed to execute such other documents as may be required by the Commissioner, to execute an Assistance Agreement with the State of Connecticut for the State financial assistance, to execute any amendments, rescissions, and revisions thereto, and to act as the authorized representative of the Town of Enfield.

Mr. Bromson stated Mr. Tereso did a very fine job working with the State and obtaining a $175,000 grant for Enfield Housing and the electrical upgrades at the Laurel Park complex. He noted the State now requires that the Town enter into this sub-recipient agreement with Enfield Housing to actually get the money to them to do the work.

He stated although at this time they weren't able to hire a grant writer for the entire town that Councilor Cekala endorsed, they formed a Grant Review Committee, which is convening this week with Kasia Purciello. He noted even during these difficult times, there seems to be a lot of grant opportunities available, and they are pursuing those grants.

Mr. Tereso stated this item was supposed to be on the agenda on March 16th, but due to the pandemic, the meeting was postponed. He noted this is an agreement between the Town and the Department of Housing, and the next resolution is a sub-recipient agreement between the Town and Enfield Housing Authority. He stated this grant will cover electrical upgrades, which means replacing 83 main breaker panels, 83-meter boxes, and all the drop service wires running into properties at Laurel Park. He noted it has yet to be determined when that work will take place. He

stated the first priority is getting the money from the State, and they will then proceed with going out to bid this summer.

Chairman Ludwick questioned whether electricians must be on the state bid list to get the job, and Mr. Tereso responded no, it will be a public bid, and there will be prevailing wage rates.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5451** adopted 11-0-0.

RESOLUTION #5452 by Councilor Muller, seconded by Councilor Riley.

WHEREAS, on September 26, 2019, State of Connecticut Ned Lamont announced that the Town of Enfield was awarded a Small Cities Community Development Block Grant in the amount of $175,000 for the Electrical Upgrades Project (Project) at the Laurel Park Housing Complex; and

WHEREAS, the Enfield Housing Authority (EHA) owns the Laurel Park Housing Complex and will be responsible for the implementation and completion of the Project; and

WHEREAS, the Town will disburse the Grant funds to the EHA pursuant to the terms and conditions set forth in the Assistance Agreement between the Town and the State; and

WHEREAS, it is desirable and in the public interest that the Town of Enfield execute a Subrecipient Agreement between the Town and the EHA,

NOW, THEREFORE, BE IT RESOLVED, that the Town Manager is authorized to sign the Subrecipient Agreement between the Town of Enfield and the Enfield Housing Authority.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5452** adopted 11-0-0.

RESOLUTION #5453 by Councilor Muller, seconded by Councilor Szewczak.

BE IT RESOLVED, that the Enfield Town Council does hereby adopt the POLICY AND PROCEDURE FOR ENFIELD TOWN COUNCIL MEETINGS, dated December 18, 2017.

AMENDMENT #1 by Councilor Szewczak, seconded by Councilor Muller to change the date in the resolution to February 4, 2020.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **AMENDMENT #1** adopted 11-0-0.

Councilor Kiner questioned whether Public Hearings would be impacted in any way by this change in policy and procedure, and Councilor Szewczak responded Public Hearings are not affected.

Councilor Unghire commended the Policy Committee for doing a great job.

Chairman Ludwick stated the Policy Committee was comprised of Councilors Cekala, Hemmeler and Szewczak, and they all did a great job and spent a lot of hours on this.

Councilor Szewczak stated Attorney Tallberg was also very helpful.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5453** adopted 11-0-0, as amended.

ADJOURNMENT

MOTION #5454 by Councilor Mangini, seconded by Councilor Szewczak to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5454** adopted 11-0-0, and the meeting stood adjourned at 6:44 p.m.

Respectfully submitted,

Suzanne F. Olechnicki
Town Clerk
Clerk of the Council

Jeannette Lamontagne
Secretary to the Council

ENFIELD TOWN COUNCIL
MINUTES OF A VIRTUAL SPECIAL MEETING
MONDAY, JUNE 15, 2020

A Virtual Meeting of the Enfield Town Council was called to order by Chairman Ludwick on Monday, June 15, 2020. The meeting was called to order at 5:25 p.m.

ROLL-CALL – Present were Councilors Bosco, Cekala, Hemmeler, Kiner, Ludwick, Mangini, Muller, Riley, Sferrazza, Szewczak and Unghire. Also present were Town Manager, Christopher Bromson; Assistant Town Manager, Kasia Purciello; Town Clerk, Suzanne Olechnicki; Town Attorney, James Tallberg; Director of Development Services, Lauren Whitten; Deputy Director of Economic & Community Development, Nelson Tereso; Director of Finance, John Wilcox; Director of Social Services, Cynthia Guerreri; Communications Supervisor/Emergency Management, Steve Hall; Executive Secretary to the Town Manager, Debra McCarthy

MOTION #5455 by Councilor Muller, seconded by Councilor Unghire to go into Executive Session to discuss Real Estate Negotiations: 59 Garden Street, 92 Post Office Road, 75 Oliver Road

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5455** adopted 11-0-0, and the meeting stood recessed at 5:26 p.m.

EXECUTIVE SESSION

The Executive Session of the Enfield Town Council was called to order by Chairman Ludwick at 5:27 p.m.

ROLL-CALL - Present were Councilors Bosco, Cekala, Hemmeler, Kiner, Ludwick, Mangini, Muller, Riley, Sferrazza, Szewczak and Unghire. Also present were Town Manager Christopher Bromson, Assistant Town Manager Kasia Purciello, Town Attorney, James Tallberg; Town Clerk Suzanne Olechnicki' Director of Finance, John Wilcox; Deputy Director of Economic & Community Development, Nelson Tereso

Chairman Ludwick adjourned the Executive Session and reconvened the Special Meeting at 5:43p.m. and stated that during Executive Session 59 Garden Street, 92 Post Office Road and 75 Oliver Road were discussed with no action or votes being taken.

CONSENT AGENDA

$1,530 Transfer Family Resource Center
$2,780 Transfer Youth Services Amplify Grant

MOTION #5456 by Councilor Mangini, seconded by Councilor Muller to accept the Consent Agenda.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5456** adopted 11-0-0.

RESOLUTION #5457 by Councilor Muller, seconded by Councilor Mangini.

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.

Mr. Bromson stated pursuant to the Charter the Town must appoint an independent accountant to audit the books. He noted they went out for an RFP in April, 2019, and Blum, Shapiro & Company was the winning bidder. He stated they performed the FY19 audit, and this is to allow them to go forward. He noted this will be the first of three years as set forth in the resolution.

Mr. Wilcox stated the Town has always received good service from Blum, Shapiro & Company.

Councilor Mangini questioned whether Mr. Wilcox is comfortable with paying these amounts each year, and Mr. Wilcox responded yes and noted there's not a substantial increase from what the Town was paying them for three years when the Town had them previously.

Chairman Ludwick questioned whether the Council would get an annual report of the audit in the fall, and Mr. Wilcox stated usually the Comprehensive Annual Financial Report must be submitted by December 31st to the State. He noted they usually hand out the report around February.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5457** adopted 11-0-0.

RESOLUTION #5458 by Councilor Muller, seconded by Councilor Mangini.

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

Councilor Cekala questioned when they will be going back to the Council Chambers for Town Council meetings, and what can be done about getting public comments.

Mr. Bromson stated they can ask the Town Attorney to see what other towns are doing. He noted the Governor has raised the restrictions on indoor gatherings to about ten people. He estimated the first indoor meeting might be in August. He agreed it would be nice to have more public input.

Councilor Szewczak stated there are emergency procedures in place through the Council's Policy and Procedures, however, she does not believe anyone foresaw anything that would last this long. She feels its fortunate that they're able to meet electronically. She noted they can talk with the Town Attorney about how they can do this and move forward. She pointed out technology will keep changing and things will transpire.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5458** adopted 11-0-0.

RESOLUTION #5459 by Councilor Muller, seconded by Councilor Riley

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.

Mr. Bromson stated this is for the enumerated purposes, and it has been used very effectively in the last few months. He thanked Steve Hall, the Emergency Management Director, for all his hard work, especially with reimbursement from FEMA for Town expenditures and also for obtaining the PPE through the local region, which has been enormously helpful to first responders.

Councilor Mangini thanked Mr. Hall for doing a phenomenal job.

Councilor Hemmeler thanked Mr. Hall for doing a great job.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5459** adopted 11-0-0.

RESOLUTION #5460 by Councilor Muller, seconded by Councilor Szewczak

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 FY21 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.

Mr. Bromson stated they currently have nine vehicles in their fleet, four of which have over 100,000 miles, and this will replace two of those vehicles that have the highest maintenance repair costs. He acknowledged the extraordinary job the Social Services people do across the town from infants to seniors. He noted Enfield is second to none in the State of Connecticut in what Enfield offers. He highly praised Magic Bus and Dial-A-Ride drivers, who worked during the quarantine period, even during the highest rate of infection, so they could bring people who were at most risk to needed appointments and shopping. He stated he considers them heroes.

Ms. Guerreri thanked the Town Manager for his kind words because the drivers have stepped up. She noted this is the annual reapplication. She explained the State provides 80% of the Dial-A-Ride monies and the other 20% would come from the Senior Citizen Committee fund. She noted Magic Carpet is 100% reimbursed by the State, so it's a win-win for the residents and the town.

Councilor Cekala commended the drivers for their work.

Councilor Mangini expressed her appreciation for all their hard work.

Councilor Unghire thanked Social Services for their great job.

Councilor Hemmeler stated she's always been in support of the bus because many people in her district don't have transportation to get to work and shopping.

Chairman Ludwick commended the drivers for a fantastic job in providing a very needed service. He questioned if the 36,000 rides encompass all buses. Ms. Guerreri responded yes, those are combined rides between Dial-A-Ride and Magic Carpet. Chairman Ludwick questioned if on average is that about what's been provided over the last few years. Ms. Guerreri stated she does not know, but she can find out. She stated she does know they are on their way back up with ridership.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5460** adopted 10-0-0 with Councilor Bosco abstaining.

RESOLUTION #5461 by Councilor Muller, seconded by Councilor Szewczak.

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.

Mr. Bromson thanked Jean Haughey, Director of Youth Services and Cindy Guerreri, Director of Social Services, for the marvelous team they have in place. He noted Kasia Purciello, Assistant Town Manager, has been reviewing Social Services because there is so much that they offer. He noted Enfield does more than most any other community, and this is a program that exemplifies that. He recalled about a year and a half ago, there's a group comprised of area towns that come together to combat drugs, and Ms. Haughey put on a presentation by two Yale doctors on the dangers of vaping. He stated they were a year and a half ahead of the federal government and the state looking at this and realizing the danger. He noted this was part of an extraordinary series, which included FBI agents coming in to talk about other drugs and the addictions of opioids. He noted Enfield has always committed and invested in its youth, as well as its seniors to be sure everyone has a healthy and whole life in Enfield. He noted this is just another program that exemplifies that. He stated he wanted to take this opportunity to know what wonderful people Enfield has working for them and the incredible job they do for everyone.

Ms. Guerreri agreed with the Town Manager, and she noted she couldn't be prouder of this team. She noted they stay on top of and ahead of the curve on things that could seriously impact youth.

Councilor Hemmeler thanked Ms. Guerreri for her hard work.

Chairman Ludwick questioned whether there was a date when vaping was made legal. Ms. Guerreri responded she did not know the answer to that.

Mr. Bromson stated marketing by vaping companies has shot up nationally to over $200 million dollars a year because they saw a new cash crop in young people that they could hook on nicotine in a different way. He noted this is obscene, and it should have been stopped. He stated it was a very tepid response to a very real problem, which is not only killing youth, but addicting them to a life of nicotine addiction. He stated it is reprehensible, but at least Enfield tried to address this as best they can. He believes the state and federal government failed.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5461** adopted 11-0-0.

RESOLUTION #5462 by Councilor Muller, seconded by Councilor Riley

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

Mr. Bromson stated this will be a one-family home. He commended Planning & Zoning because when they reviewed this, they wanted to be sure there was a restrictive covenant. He went on to further commend Planning & Zoning for their work on the Enfield Square, which is going to yield benefits. He noted there will be some very major development occurring in the next couple months. He stated Planning & Zoning also supported the additional garden plots going in around town, and they approved the Enfield Express. He noted Planning & Zoning has been a great partner with the Town of Enfield. He thanked them and stated this is how government should work.

Mr. Tereso stated this is a historic property with the grange built in 1850 and a former schoolhouse and community meeting hall. He noted the buyer, which is American Rehab, LLC, has agreed to buy the property and signed an "as is" rider, which means there won't be any inspections or testing on the property. He stated the buyer is also aware of the declaration of restrictive covenants if the sale goes through, and this will be recorded on the land records. He noted before the Town issues a certificate of occupancy on this single-family structure, the Town's Zoning Enforcement Officer will come in and review all the improvements to be sure it conforms with the declaration of restrictive covenants. He explained this is a document that indicates that the historic integrity of the exterior building remains intact. He noted there are specific conditions regarding the siding, windows, roof and cupola.

Councilor Mangini stated she will abstain since she's affiliated with Century 21 AllPoints Realty, and while she doesn't benefit from this sale, she feels it could be a conflict.

Councilor Bosco stated this is moving in the right direction by removing two parcels from the Town's inventory and getting them back on the tax roll.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5462** adopted 10-0-1, with Councilor Mangini abstaining.

RESOLUTION #5463 by Councilor Muller, seconded by Councilor Unghire.

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.

Mr. Bromson explained this is the restrictive covenant.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5463** adopted 10-0-1, with Councilor Mangini abstaining.

RESOLUTION #5464 by Councilor Muller, seconded by Councilor Unghire

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.

Mr. Bromson stated the Director of Public Works has signed off, and he's recommending acceptance, and this is a referral pursuant to 8-24 on both River Overlook and River Meadows II, which is the next resolution.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5464** adopted 11-0-0.

RESOLUTION #5465 by Councilor Muller, seconded by Councilor Riley

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.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5465** adopted 11-0-0.

RESOLUTION #5466 by Councilor Muller, seconded by Councilor Mangini

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 as 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 71, issued March 21, 2020.

2. After documenting receipt and review of public comment, the record for the public hearing will be closed.

Mr. Bromson stated this allows businesses to get a state tax credit if they are eligible.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5466** adopted 11-0-0.

RESOLUTION #5467 by Councilor Muller, seconded by Councilor Riley

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.

Mr. Bromson stated this has been reviewed by the Town Attorney. He noted he has the discretion under the contract that was approved by the Council a year ago to renew for the next two years, but previously there had been a question as to whether enough people had notice and whether they followed policy and procedures regarding going out to bid. He stated they did and went above and beyond in that regard since it was appropriately advertised and included in the PAR report and reported to the Council on numerous occasions. He stated he did not feel comfortable renewing this contract without having the Council's imprimatur on this. He noted if the Council feels the Town should go out to bid, then this contract would not be renewed, and they will do what was done before and try to even extend the breadth and scope of their advertising to see if others are interested. He stated this is no reflection upon the work that Century 21 AllPoints has done. He noted they brought forward contracts, and the Council acted on one this evening, and he believes they've done a fine job. He pointed out when they went out to bid a year ago, they received a bid from this local group and bids from two national groups, which weren't in the realm of what the Town was looking for and didn't really qualify.

Councilor Kiner voiced his support of the resolution.

Councilor Cekala stated she doesn't know enough to make an opinion either way. She questioned whether the Town Manager believes they should or should not go back out to bid.

Mr. Bromson stated this agency did bring some buyers forward, and it's not about the quality of the service, but he feels the Town is better off the more often they allow people to bid.

Councilor Cekala stated her understanding that there's nothing preventing the Town from choosing this agency if they go out to bid, and Mr. Bromson agreed and noted the fact they've delivered, therefore, they'd recognize this agency as a very viable candidate.

Councilor Mangini stated she is affiliated with Century 21 AllPoints, so she will not be supporting this arrangement and will be abstaining.

Councilor Sferrazza pointed out this company was selected according to the Town Charter the first time, and they've done a great job, however, he does not think it would be unwise to go out to bid again just to see if they could get a better deal somewhere. He stated his belief it's important to point out it's not because they are not doing a good job.

Councilor Szewczak stated the Town has a billing organization that does the billing for Water Pollution Control, and their contract is consistently renewed without considering going out to bid, and she does not believe that was a lifetime contract. She stated she finds it odd that they're scrutinizing the extension of this contract when they didn't scrutinize the extension of the Water Pollution Control billing.

Mr. Bromson stated his belief that's completely irrelevant to this. He noted they've looked at EMS billing and went out to bid, and some areas are very unique, i.e., there are very few people who are authorized by Medicare and the federal government to do the billing, so the Town has very limited options. He stated he will look at that immediately, but he takes umbrage with the fact of comparing one with the other. He noted this was an issue, and he would think that given the fact that certain questions were raised at the time and the discretion that Councilor Mangini used in basically recusing herself would have been a better course of action on this. He stated he does not appreciate the comment.

Mr. Tereso stated when the Town went through the RFQ process to select this agency, they properly marketed it, and they received three responses – firms from Florida and Bridgeport, Connecticut and Century 21. He noted they're marketing local residential properties, and he felt Century 21 was the best qualified, provided the best rates, and were equally competitive to the other firms. He stated they can go out and rebid if the Council feels that's the appropriate thing to do.

Mr. Bromson stated he will not sign the renewal, and that's his discretion. He noted he wanted to get the input from the Council, but he feels strongly now, whereas as he did not previously, that they go out to rebid.

Councilor Muller stated if everyone is more comfortable going out to bid, then they can go out again.

Councilor Unghire stated she's also comfortable going out to bid.

Councilor Hemmeler stated since AllPoints has already started the work, she would think that they would want to continue with them, but it's fine to rebid.

Councilor Bosco stated he does not like seeing things turn political. He noted this is playing with people's real lives and real money. He noted he knows multiple real estate agents, who knew about this bid when it came out, and he feels it's wrong for someone to lose a contract only because it turned political. He stated if it's going out to bid anyway and it has to come to a vote, he will

support it, but he doesn't think it's fair when someone is doing a good job. He stated his belief this is purely political to shut someone off because of political problems that started before, and he does not believe it's right or fair. He noted this firm is just starting to move things, and they're selling property.

Mr. Bromson stated if the majority does not want to go out to bid, he will renew the contract. He noted he was comfortable with a consensus until certain remarks were made. He disagreed with Councilor Bosco. He noted politics doesn't enter into any of the decisions that he makes.

Councilor Bosco stated he didn't mean Mr. Bromson is being political, but the bid is there, and it's a renewal contract. He noted he was upset when Mr. Bromson stated he is not signing it. He stated there are 11 Council members, and if that's the case, then why are they sitting here. He noted he feels comfortable going out to bid, but at least 11 Council members get to say something.

Mr. Bromson agreed, and even though he has the legal authority to do it, he felt on this one he would bring it forward to the Council. He noted he will let it be the will of the Council to decide.

Councilor Cekala questioned who is being political. She noted that has nothing to do with anyone, and she resents that as well.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5467** adopted 8-2-1, with Councilors Cekala and Sferrazza voting against the resolution. Councilor Mangini abstained.

DISCUSSION: INSURANCE RENEWAL

Mr. Bromson stated the Town currently has Travelers as their insurance carrier, and they've done an outstanding job. He noted Travelers covers all the workers' compensation, liability and property and casualty. He stated there are only a couple companies in Connecticut that cover these areas and one is Travelers and the other is CIRMA, which is the Connecticut Interlocal Risk Management Association. He noted Enfield was a founding member of CIRMA and had been with that company 30 to 40 years until a couple years ago, at which time the Town went out to bid and went with Travelers. He stated staff is very happy with Travelers, but he felt it was important to go out to bid. He noted he wanted the Council to have the benefit of having both companies making a presentation on Monday, June 22nd at 5:00 p.m.

Mr. Bromson stated there were a couple transfers that the Director of Finance needed, which are Covid-related. He went on to note that during the budget process he had to cut most of the CIP requests, one of them being Chief Fox's request for bodycams, in-car cameras and the addition to the neighborhood camera systems. He noted in light of current events, it might be important for the Council to reconsider this. He stated the funding would have to be taken from the Unallocated Fund Balance, but he feels it's very imperative for the safety of citizens, residents and police to be able to have these capabilities. He noted they tested many systems over the last year, and they do have a recommendation. He stated he would like the Chief of Police and Chief Technology Officer

to make a presentation, and he feels it would be appropriate to invest that money now given current events not only nationally, but locally. He feels it would protect everyone involved to have a video.

Councilor Cekala stated she's fine with the presentation, but she won't be available Monday. Mr. Bromson stated it could be done Wednesday, and he feels it's important everyone be available. Councilor Cekala noted she will have to check her schedule.

Councilor Mangini stated her belief it's wise to bring in both insurance companies for a presentation for the Council to better evaluate insurance. She also believes they need to allocate whatever the Chief of Police requires.

Councilor Riley stated she's looking forward to both presentations.

Councilor Sferrazza stated his belief it's a great idea to have both companies give a presentation. He referred to the bodycams and in-car cameras and stated one of the issues is that the videos are considered FOI-able. He noted he would like to hear the plan the Chief of Police has regarding staffing requirements when people ask for a video.

Councilor Unghire stated she's unsure of her availability next week, but she will try her best.

Councilor Hemmeler stated she's available Monday or Wednesday.

Chairman Ludwick clarified this is not about health insurance. Mr. Bromson responded that's correct, but this is specifically for workers' compensation and liability.

Chairman Ludwick stated his impression Monday will work for most people. He requested at that time information be provided as to what is spent per capita for Social Services in Enfield with a comparison to other similar towns. Mr. Bromson noted he will make that request of the Director of Social Services.

Chairman Ludwick congratulated all Enfield graduates and wished them the very best.

ADJOURNMENT

MOTION #5468 by Councilor Muller, seconded by Councilor Mangini to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5468** adopted 11-0-0, and the meeting stood adjourned at 6:56 p.m.

Respectfully submitted,

Suzanne F. Olechnicki
Town Clerk
Clerk of the Council

Jeannette Lamontagne
Secretary to the Council

Appended to minutes
of June 15, 2020 Special
Town Council Meeting
See Page 1

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

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 **Date:** 6/8/2020

APPROVED BY: _____ **Town Manager** **Date:** 6/10/20

TOWN OF ENFIELD

June 18, 2020

Honorable Members
Enfield Town Council
Enfield, Connecticut

Subject: Request for Transfer of Funds to Development Services $2,500

Councilors:

Highlights:

- The Town has expanded the community gardens from the first location of Main St with 50 gardens, to new locations at Church Street and at the Town Library with up to 60 new plots.
- Consultant Laurie Rosner has assisted with the planning, implementation, organization, advertising, and training for existing and new farmers.
- With planning for up to 60 new gardens, and conducting sustainable gardening training during the COVID 19 crises, her time was utilized more than was budgeted
- Once all the plots are established, we should be on budget for next year.
- Money remains in the Salary line item from the resignation of Assistant Town Planner Raquel Ocasio.

Budget Impact:

There will be no impact on the town budget.

Recommendation:

That the Town of Enfield Town Council approve the attached resolution of authorization.

Respectfully Submitted,
Laurie Whitten, Director of Development 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: Thompsonville Revitalization

Other Professional Svcs	10606155-533900	$ 2,500

FROM: Planning

Salaries	10606100-511000	$ 2,500

<u>CERTIFICATION:</u> I hereby certify that the above-stated funds are available as of June 8, 2020.

_____ _____
John Wilcox, Director of Finance **Date:** 6/23/2020

APPROVED BY: _____ _____
Christopher Bromson, Town Manager **Date:**

McCarthy, Debra

From: noreply@civicplus.com
Sent: Monday, June 29, 2020 4:20 PM
To: McCarthy, Debra
Subject: Online Form Submittal: Application for Vacancy on Boards, Agencies & Commissions

Application for Vacancy on Boards, Agencies & Commissions

Date	6/29/2020
First and Last Name	David Costa
Address	41 Monroe Rd
City	Enfield
State	CT
Zip	06082
Phone Number	8606376463
Second Phone:	8606376463
Email	davemcosta@gmail.com
Occupation	*Field not completed.*
Occupation Phone Number	*Field not completed.*
Party Affiliation	Republican
Registered Voter	Yes
Name of the Board You Wish to Apply For:	JFK School Renovation Buliding Committee
Appointment	Reappointment
Please outline your qualifications and how you feel you would contribute to the committee or commission:	Currently an Alternative member of the JFK building Committee
Have you ever served on a Board, Commission or	Yes

Agency in Enfield or elsewhere?	
If so, please state name of board, commission or agency and time server:	JFK Building committee - currently an alternative member
If this is a reappointment, please list the number of meetings attended during the last 12 months:	all but 2 meetings.
If the committee or commission which you requested has no more vacancies, would you consider appointment to another committee or commission?	Yes

Email not displaying correctly? View it in your browser.

McCarthy, Debra

From: noreply@civicplus.com
Sent: Monday, May 25, 2020 12:06 AM
To: McCarthy, Debra
Subject: Online Form Submittal: Application for Vacancy on Boards, Agencies & Commissions

Application for Vacancy on Boards, Agencies & Commissions

Date	5/24/2020
First and Last Name	Kevin Zorda
Address	6 Monroe Road
City	Enfield
State	CT
Zip	06082
Phone Number	860-749-0868
Second Phone:	860-985-0551
Email	Zorda1@cox.net
Occupation	Landscape Designer/Nurseryman
Occupation Phone Number	860-872-7291
Party Affiliation	None
Registered Voter	Yes
Name of the Board You Wish to Apply For:	Inland Wetlands and Watercourses Agency
Appointment	Reappointment
Please outline your qualifications and how you feel you would contribute to the committee or commission:	My BS degree In Horticulture and Natural Resources and extensive experience in land design and has prepared me to scientifically and methodically evaluate IWWA applications to insure they follow the rules and regulations in order to minimize the negative impact on Enfield's natural resources. My experience working as Instructor, Director of Education and Campus Director in various Proprietary Colleges has helped me to develop skills to work with adults of differing learning

	styles to educate them and help them understand various principles, as is sometimes required. Lastly, my extensive history of volunteering in our community from 10 years with the Enfield 4th of July Celebration, Scoutmaster of Boy Scout Troop 108, St Bernard School Home and School President, and my service to this commission, has demonstrated my commitment to the bettering of Enfield.
Have you ever served on a Board, Commission or Agency in Enfield or elsewhere?	Yes
If so, please state name of board, commission or agency and time server:	Enfield IWWA Vice Chair for multiple terms
If this is a reappointment, please list the number of meetings attended during the last 12 months:	I have missed very few If any scheduled Meetings through my appointment.
If the committee or commission which you requested has no more vacancies, would you consider appointment to another committee or commission?	Yes

Email not displaying correctly? View it in your browser.

McCarthy, Debra

From: noreply@civicplus.com
Sent: Wednesday, June 17, 2020 12:26 PM
To: McCarthy, Debra
Subject: Online Form Submittal: Application for Vacancy on Boards, Agencies & Commissions

Application for Vacancy on Boards, Agencies & Commissions

Date	6/17/2020
First and Last Name	Shannon Grant
Address	49 Yale Drive
City	Enfield
State	CT
Zip	06082
Phone Number	8609975462
Second Phone:	8609975462
Email	sroberto1@cox.net
Occupation	Insurance
Occupation Phone Number	*Field not completed.*
Party Affiliation	Democrat
Registered Voter	Yes
Name of the Board You Wish to Apply For:	No Central District Health Dept. Board of Directors Enfield Rep
Appointment	Reappointment
Please outline your qualifications and how you feel you would contribute to the committee or commission:	I have served on the NCDHD since my appointment in March of 2018. I am the Chair of the Capitol Improvements committee, working to establish a Capitol fund and Capitol Improvement Plan. This is of particular importance given we are in the midst of a major building renovation. I look forward to continuing to serve on the Board, pending approval. Thank you for your consideration.

	Additionally, from my original application in 2018: "I have an understanding of community health, epidemiology and environmental issues. I have a Bachelor's Degree from the University of Connecticut in Biological Sciences, I worked for several years in the medical industry as a Certified Nurses Assistant, and I currently work in the insurance industry in the environmental claim unit. I have a passion for promoting community health and advocate for services intended to improve the health and well-being of the residents of Enfield. I am a runner and triathlete and desire to promote healthy lifestyles within our community. I believe the Board will benefit from my perspective as an active and involved age-group athlete and active member within our community. I also bring analytical and organizational strengths that the Board will benefit from as they continue to develop and improve their structure and mission."
Have you ever served on a Board, Commission or Agency in Enfield or elsewhere?	No
If so, please state name of board, commission or agency and time server:	*Field not completed.*
If this is a reappointment, please list the number of meetings attended during the last 12 months:	I've missed 1 regular Board meeting in the last 12 months, June 2020 to attend/view my daughter's scholarship night.
If the committee or commission which you requested has no more vacancies, would you consider appointment to another committee or commission?	No

Email not displaying correctly? View it in your browser.

TOWN OF ENFIELD

July 6, 2020

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: **Resolution to Allow the Refunding of General Obligation Bonds Issued August 12, 2014**

Councilors:

Highlights:

- On August 12, 2014, the Town of Enfield issued $25 million in general obligation bonds to finance the 2010 Road Improvement Program.
- Hilltop Securities, our financial advisor, has determined that there is an opportunity to refund these bonds and has estimated that this will result in savings of approximately $600,000 over the remaining years of the bond issue.
- Refunding rules do not allow an extension beyond the date of the last payment date of the original bond issue.

Budget Impact:

This resolution will reduce the expenditures over the remaining term of the August 2014 bond issue.

Recommendation:

That the Town Council adopt the attached Resolution.

Respectfully Submitted,

John A. Wilcox
Director of Finance

Attachments:

1. Resolution

TOWN OF ENFIELD
TOWN COUNCIL

RESOLUTION TO AUTHORIZE, ISSUE AND SELL TOWN OF ENFIELD GENERAL OBLIGATION REFUNDING BONDS

Section 1. General Obligation Refunding Bonds of the Town of Enfield, Connecticut (the "Town") in a principal amount not exceeding $17,500,000 (hereinafter, the "Bonds") are hereby authorized to be issued, and the proceeds thereof appropriated, in such amount or in such lesser amount as shall be necessary to refund all or any portion of the Town's outstanding general obligation bonds, including, but not limited to, the Town's outstanding General Obligation Bonds, Issue of 2014, dated and issued August 12, 2014 (the "Refunded Bonds"). The Bond proceeds may be expended to fund the escrow account provided for in Section 3 hereof, to pay an underwriter's discount on the Bonds and to pay all costs of issuance related to the Bonds.

Section 2. The Bonds shall be issued and sold in such principal amount and in such manner as shall be approved by the Town Manager and Director of Finance. The Town Manager and Director of Finance are authorized to determine the Refunded Bonds to be redeemed and the amount, date, interest rates, maturities, redemption provisions, form and other details of the Bonds which shall comply with the requirements set forth in Section 7-370c of the Connecticut General Statutes, as amended. The Bonds shall be sold on a competitive or negotiated basis and if sold on a negotiated basis, the Town Manager and Director of Finance are authorized to execute a bond purchase contract or similar agreement for the sale of the Bonds. The Bonds shall be executed in the name and on behalf of the Town by the manual or facsimile signatures of the Town Manager and Director of Finance, bear the Town seal or facsimile thereof, and be approved as to their legality by Shipman & Goodwin LLP, bond counsel to the Town. The Bonds shall be general obligations of the Town and each of the Bonds shall recite that every requirement of law relating to its issue has been duly complied with, that such bond is within every debt and other limit prescribed by law, and that the full faith and credit of the Town are pledged to the payment of the principal thereof and the interest thereon.

Section 3. The net proceeds from the sale of the Bonds, after payment of underwriter's discount and other costs of issuance, may be deposited in an irrevocable escrow account and invested in a portfolio of non-callable direct obligations of, or obligations guaranteed by, the United States of America, including United States Treasury State and Local Government Series ("SLGS") securities, Federal National Mortgage Association ("FNMA") securities and any other securities permitted by Section 7-400 of the Connecticut General Statutes, all of which shall not be callable or prepayable at the option of the issuer thereof ("Government Obligations") in an amount sufficient to pay at maturity, or to redeem at the redemption price prior to maturity, the Refunded Bonds. The Town Manager and Director of Finance are authorized to appoint an escrow agent and a verification agent to verify the sufficiency of the Government Obligations and to execute and deliver any and all escrow and related agreements

necessary to provide for the payment when due of the principal of and interest on and the redemption premium, if any, on the Refunded Bonds.

Section 4. The Town Manager and Director of Finance are authorized to prepare and distribute a Preliminary Official Statement and a final Official Statement of the Town for use in connection with the offering and sale of the Bonds and are further authorized to execute and deliver a Continuing Disclosure Agreement in connection with the issuance and sale of the Bonds on behalf of the Town in such form as they shall deem necessary and appropriate.

Section 5. The Town Manager and Director of Finance are authorized to execute and deliver a Tax Certificate and a Tax Compliance Agreement for the Bonds on behalf of the Town in such form as they shall deem necessary and appropriate, and to rebate to the United States Treasury such amounts as may be required pursuant to the Tax Certificate and Tax Compliance Agreement for the purpose of complying with the requirements of the Internal Revenue Code of 1986, as amended.

Section 6. The Bonds, or any portion thereof, may bear interest which is includable in the gross income of holders thereof for Federal income tax purposes pursuant to the Internal Revenue Code of 1986, as amended, as the issuance of such taxable bonds is hereby determined to be in the public interest.

Section 7. The Town Manager and Director of Finance are authorized to appoint a certifying, transfer and paying agent and a registrar for the Bonds; to purchase municipal bond insurance for the Bonds; and to execute and deliver any and all additional agreements, documents and certificates necessary to effect the issuance, sale and delivery of the Bonds and the refunding of the Refunded Bonds in accordance with the terms of this resolution.

TOWN OF ENFIELD

July 6, 2020

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: **Request for Transfer of Funds for Community Development $ 75,433 for Housing Rehabilitation Program to First Time Homebuyer Program**

Councilors:

Highlights:

- In October 2019, the Town had a total of $24,567 in its First Time Home Buyer (FTHB) Program Income Account.
- The Town wanted to seek authorization from the State's Department of Housing to transfer a total of $75,433 from its Housing Rehab Program Income Account into the FTHB Program Income Account in order to provide up to $100,000 towards the FTHB Program.
- On October 21, 2019, Town Council approved the use of program income for the FTHB Program.
- On March 6, 2020, the State's Department of Housing approved the Town's request to use $75,433 in program income generated from the Housing Rehabilitation Program for the First Time Homebuyer Loan Program.
- Staff is now requesting a transfer to officially move the funds from the Housing Rehabilitation Program Income Account to the FTHB Program Income Account.

Budget Impact:

There is no budget impact.

Recommendation:

That the Town Council adopt the attached Resolution.

Respectfully Submitted,

Nelson Tereso
Deputy Director of Economic & Community Development

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: LG Home First Time Buyer

Miscellaneous	23336061-589000	$75,433

FROM: LG Home Housing Rehab

Construction	23336003-545000	$75,433

<u>CERTIFICATION:</u> I hereby certify that the above-stated funds are available as of June 29, 2020.

_____ 6/26/2020
John Wilcox, Director of Finance **Date:**

APPROVED BY: _____ _____
Christopher Bromson, Town Manager **Date:**

Ned Lamont
Governor

STATE OF CONNECTICUT
DEPARTMENT OF HOUSING

Seila Mosquera-Bruno
Commissioner

March 6, 2020

Christopher Bromson
Town Manager
Town of Enfield
820 Enfield Street
Enfield, CT 06082

RE: Program Income Reallocation Request – First-Time Homebuyer Loan Program

Dear Mr. Bromson:

DOH has received the Town's formal request to reallocate program income toward its First-Time Homebuyer Loan Program. The Town has requested to reallocate $75,433 in program income generated from its housing rehabilitation program to undertake this activity.

The Town has published a public notice notifying citizens of this change and passed a resolution that it plans to use these funds for purposes other than how these funds were generated. The Town has also undertaken an environmental review of the proposed activity and determined that it is Categorically Excluded Not Subject to Section 58.5.

DOH hereby approves the Town's request to use $75,433 in program income funds for its first-time homebuyer loan program. A copy of the budget reflecting this reallocation is enclosed.

Thank you for your continuing participation in the Small Cities Program, and please continue to use your most recent DOH-approved Program Income Plan. Feel free to contact Jerome Mihm at (860) 270-8097 if you have any questions about this matter.

Sincerely,

Miguel Rivera
Director

Enclosures

TOWN OF ENFIELD

June 18, 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 59 Garden Street**

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.

Budget Impact:

There is no budget impact.

Recommendation:

That the Town Council adopt the attached Resolution.

Respectfully Submitted,

Nelson Tereso
Deputy Director of Economic & Community Development

Attachments:

1. Resolution (1)

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 59 Garden Street

WHEREAS, the Town of Enfield owns the property known as 59 Garden Street; and

WHEREAS, pursuant to Conn. Gen. Stat. §8-24, the Planning and Zoning Commission, at its August 8, 2019 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 September 3, 2019 regarding the proposed sale of the property; and

WHEREAS, the Town listed the property for sale; and

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 59 Garden Street to Hamlett Homes, 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 Hamlett Homes LLC, subject to review and approval by the Town Attorney.

Date Prepared: June 18, 2020
Prepared By: Office of Community Development

TOWN OF ENFIELD

June 18, 2020

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: **Resolution Referring to the Planning and Zoning Commission Proposed Conveyance of Town-Owned Land (26-32 Church Street & 28 South River Street)**

Resolution Setting a Public Hearing

Councilors:

Highlights:

- The Town of Enfield has completed the Demolition of Structures at 26 - 32 Church Street and at 28 South River Street Project
- These properties will be put on the market by Century 21 AllPoints Realty on behalf of the Town.
- In their current form, the two properties are non-revenue generating.
- Purchase will enable the redevelopment of these sites and increase revenues for the Town.

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. Resolutions (2)

ENFIELD TOWN COUNCIL

RESOLUTION NO._____

Resolution Referring the Proposed Conveyance of Land to the Planning and Zoning Commission

WHEREAS, the Town of Enfield owns the properties located at 26-32 Church Street and 28 South River Street; and

WHEREAS, the Town intends to market and sell these properties; and

WHEREAS, the Council must refer proposed conveyances to the Planning and Zoning Commission for a report in conformance with the requirements of Connecticut General Statute §8-24.

NOW, THEREFORE BE IT RESOLVED, that the proposed conveyance of 26-32 Church Street and 28 South River Street is referred to the Planning and Zoning Commission in conformance with the requirements of Connecticut General Statute §8-24.

Prepared by: Nelson Tereso, Deputy Director Economic & Community Development
Date Prepared: Jun 18, 2020

ENFIELD TOWN COUNCIL

RESOLUTION NO._____

Resolution Setting a Public Hearing for the Conveyance of Land

WHEREAS, the Town of Enfield owns the properties located at 26-32 Church Street and 28 South River Street; and

WHEREAS, the Council has referred this matter to the Planning and Zoning Commission (Commission) for a report in conformance with the requirements of Connecticut General Statute §8-24; and

WHEREAS, the Commission will make a recommendation pursuant to the above-referenced statute at its July 9, 2020 meeting; and

WHEREAS, under certain conditions Connecticut General Statute §7-163e requires the legislative body of a municipality to conduct a public hearing prior to the sale, lease or transfer of real property owned by the municipality.

WHEREAS, due to the public health emergency, public speaking will be by written testimony only and may be submitted stating name and address to PHComments@enfield.org by 5:00 p.m. on July 24, 2020; and

NOW THEREFORE BE IT RESOLVED, that the Enfield Town Council does hereby schedule a public hearing regarding the conveyance of 26-32 Church Street and 28 South River Street to be held on August 3, 2020 in order to receive public comment.

Prepared by: Nelson Tereso, Deputy Director Economic & Community Development
Date Prepared: June 18, 2020

TOWN OF ENFIELD

March 10, 2020

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: **Resolution to Proceed to Final Design and Referendum of the Connecticut River Access Project**

Councilors:

Highlights:

- The Town of Enfield received a Federal Earmark in 2009 which totals $3,095,656 for the CT River Access Project. This project requires a 20% town match of $773,914 for a total project cost of $3,869,570.
- Under Federal Highway Administration rules, the funding for their projects comes with a 10-year time limit during which the preliminary design phase for each project must be completed.
- In order to comply with this rule, the Town must obtain preliminary design approval from the DOT by September 1, 2020 in order to proceed into the final design phase.
- The DOT is requesting that the Town provide a certified resolution allowing for this project to proceed into final design with the understanding that the Town may have to pay back all the Federal funds expended to date if the project were to be cancelled or not approved during referendum.
- The Town is seeking the Town Council's approval in getting the necessary funded appropriated through referendum in order to proceed into the final design and ultimately construct the project.

Budget Impact

The approval of the proposed resolution will have no impact on the Town's budget.

Recommendation:

That the Town Council adopts the attached resolution.

Respectfully Submitted,

Nelson Tereso
Deputy Director of Economic & Community Development

Attachments

1. Resolution

ENFIELD TOWN COUNCIL

RESOLUTION NO._____

Resolution to Proceed to Final Design and Referendum Vote of the Connecticut River Access State Project No. 48-190 Federal Aid Project No. H073(001)

WHEREAS, it is in the best interest of the Town of Enfield to proceed into final design of the Connecticut River Access Project since the preliminary design phase is set to expire on September 1, 2020 based on the Federal Highway Administration (FHWA) 10-year Preliminary Engineering (PE) Rule; and

WHEREAS, the FHWA may require the repayment of Federal-aid reimbursements for PE projects when on-site construction or right-of-way acquisition has not started by the end of the 10th fiscal year following the fiscal year when the Federal-aid funds for PE first were authorized; and

WHEREAS, the Town is required to obtain a favorable referendum vote in order to appropriate the necessary funding needed to complete the project; and

WHEREAS, the proposed design improvements enhance the safety for the traveling public in all modes for better access to the Connecticut River; and

WHEREAS, these proposed improvements comply with the Town of Enfield Complete Streets Policy Core Commitment and coordinate with the plans for the South River Street Bridge Replacement Project and the future Thompsonville Transit Station; and

WHEREAS, these proposed improvements will require partial land acquisitions, to provide space for a walkway and a footbridge.

NOW THEREFORE BE IT RESOLVED, that the Town fully supports this project as designed and intends to proceed to final design of the Connecticut River Access Project and to move forward with going to referendum in order to appropriate the necessary funding needed to complete the project.

Prepared By: Community Development
Date Prepared: March 6, 2020

TOWN OF ENFIELD

July 6, 2020

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: **Resolution to Authorize the Carry-forward of unspent funds for the United Way Suicide Prevention Grant**

Highlights:

- The current United Way Suicide Prevention Grant for $10,000 was awarded to the Town of Enfield for FY 20
- Due to the COVID-19 crisis, the grant cycle has been extended until September 2020 allowing towns more time to adjust strategies and implement this grant this summer
- United Way Grant funds will remain unspent as of June 30, 2020 due to COVID-19 restrictions on gatherings this spring
- Youth and Family Services need permission to carryover any unspent funds into FY21 Budget

Budget Impact:

There is no budget impact

Recommendation:

It is recommended that 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 of Enfield to carry-forward unspent United Way Suicide Prevention funds from FY20 to FY21

WHEREAS, The State of Connecticut provided funding to the Youth Services Division and

WHEREAS, Youth Services has received approval to extend the implementation of the United Way Suicide Prevention Grant through September 2020 due to the COVID-19 Crisis

RESOLVED, that the Director of Finance is authorized to re-appropriate any unspent funds from the FY19-20 United Way Suicide Prevention Grant budget into Fiscal Year FY20-21.

Submitted: June 12, 2020
Submitted by: Cindy Guerreri, Director of Social Services

TOWN OF ENFIELD

June 26, 2020

Honorable Members
Enfield Town Council
Enfield, Connecticut

Subject: Resolution Adopting the Adult and Community Social Worker Job Description

Councilors:

Highlights:

- The Town Manager proposes to vacate one of the social worker job descriptions and create an "Adult and Community Social Worker" job description.
- The purpose is to create a new job description to reflect the needs of the Department of Social Services and the community based on current events and best practices.
- The responsibilities in this new job description will provide on-site social work support to other town departments such as the Police Department and EMS Department.
- In addition, this new job description allows the Town to attract a broader pool of applicants with "lived" experience.
- This new job description is cost neutral to the Town of Enfield.
- The Union has reviewed this new job description with the Director of Social Services and Director of Human Resources and accepts the same.

Budget Impact:

NONE

Recommendation:

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

Respectfully Submitted,

Steven Bielenda
Director of Human Resolutions

Attachments:

1. Resolution
2. Adult and Community Social Worker Job Description

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

Resolution Adopting the Adult and Community Social Worker Job Description

Resolved, that in accordance with Chapter VII Section II of the Town Charter the Enfield Town Council does hereby adopt the job description for Adult and Community Social Worker.

Date Submitted: June 26, 2020
Submitted by: Steve Bielenda, Human Resources Director

TOWN OF ENFIELD
JOB DESCRIPTION

ENFIELD DEPARTMENT OF SOCIAL SERVICES
Adult & Community Services Division

TITLE: Adult & Community Social Worker

GENERAL STATEMENT OF DUTIES: The Adult and Community Social Worker utilizes a trauma-informed approach to client-centered counseling, case management and crisis intervention services designed to address barriers to stability in the areas of housing, financial literacy, health and mental health wellness. Works in coordination with the Social Service Divisions of Early Childhood, Family Resource Centers, and Youth & Family Services, as well as inter-departmentally with the Police and Emergency Medical Services. Significant interaction with community providers in a variety of sectors.

SUPERVISION RECEIVED: Works under the general direction of the assigned Supervisor.

SUPERVISION EXERCISED: May supervise interns or volunteers.

ESSESTIAL JOB FUNCTIONS: Conducts comprehensive assessments, assists with goal setting, provides resources and referrals, and short-term counseling and case management as indicated. Provides crisis/risk evaluations both in office and in community and takes appropriate actions to keep client and others safe. Provides social work support to other Town Departments such as police and emergency medical services and works collaboratively with the community providers in various sectors. Provides direct service and oversight of the Homeless Shelter Diversion program. Collects data and information on progress toward goal achievement. Provides input on trending barriers to high quality of life conditions for adults and families and information on evidence-based strategies to improve those conditions. Assists with grant writing and reporting. Serves on community collaboratives as assigned.

OTHER JOB FUNCTIONS: May provide consultation and leadership to various community groups and social services, or their agencies; perform other duties as required.

PHYSICAL/MENTAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this job. While performing the duties of this job, the employee is frequently required to sit, talk and hear. The employee is occasionally required to climb, balance, stoop, kneel, crouch, reach with hands and arms, stand, walk, use hands to finger, handle, feel or operate objects, tools, or controls. Hand-eye coordination is necessary to operate computers and various pieces of office equipment. While performing the duties of this job the employee is occasionally required to lift and/or move up to 20 pounds. Specific vision abilities required by this job include: close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus. Must possess and consistently demonstrate

proficient interpersonal skills. Must have ability to interpret, implement, evaluate, organize, consult, and focus. Must employ sound decision-making skills.

WORK ENVIRONMENT: The work characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the job. Work is routinely performed in an office, home, or community. The employee is occasionally exposed to communicable diseases. While performing the duties of this job, the employee occasionally works in outside weather conditions. The employee is occasionally exposed to wet and/or humid conditions. Must be able to perform tasks requiring independent knowledge. Must be able to concentrate on fine detail with constant interruptions, attend to task for 45-60 minutes at a time and remember multiple assignments given over long period of time. The noise level in the work environment is usually quiet in the office and moderate in the field.

MINIMUM QUALIFICATIONS: Master's degree from an accredited college or university in Social Work (MSW) with 3-5 years' experience working with adults and families. LMSW preferred.

The Master's maybe substituted by a Bachelor's in Social Work (BSW) with 8 years' experience working with adults and families. Applicants with lived experiences of the population served is preferred. Must possess a valid driver's license.

ADDITIONAL QUALIFICATIONS: Must have a working knowledge of Trauma-Informed work, the Adverse Childhood Experiences (ACES), and Motivational Interviewing (MI) with an expertise in Case Management Standards as defined by the National Association of Social Workers (NASW). Familiarity with Collective Impact is helpful. Proven ability to work independently as well as collaboratively across varying races, ethnicities, and cultures. Considerable ability in oral and written communications. Considerable ability to establish and maintain effective working relationship with co-workers, other service providers, and the general public. Must have strong computer skills with proficiency in Microsoft Office, with exposure to data collection systems such as Efforts to Outcomes (ETO) preferred.

This job description is not, nor is it intended to be, a complete statement of all duties, functions and responsibilities that comprise this position. PENDING: July 6, 2020

TOWN OF ENFIELD

June 26, 2020

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: **Resolution Regarding the Acceptance of Streets Constructed as Part of the River OverLook Subdivision**

Councilors:

Highlights:

- River Overlook was approved as a 3 lot 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 First Settlers Row and confirms that it complies with Town standards
- At the regular meeting of June 25, 2020, the Planning and Zoning Commission, in conformance with Connecticut General Statues §8-24, made a favorable recommendation to accept First Settlers Row
- Residents of River Overlook Subdivision finally have a completed street

Budget Impact:

No budget impact

Recommendation

It is recommended that Council adopt the attached Resolutions to accept First Settlers Row as a Town Street.

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 ACCEPTANCE OF FIRST SETTLERS ROW ALONG WITH ASSOCIATED DRAINAGE EASEMENT AS PART OF THE RIVER OVERLOOK SUBDIVISION

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

WHEREAS, as a condition of such approval, the developer was required to convey to the Town the street known as First Settlers Row, along with a related two drainage easements, a sewer easement, a conservation easement within the subdivision; and

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

WHEREAS, on June 25, 2020, pursuant to its authority in Connecticut General Statutes §8-24, the Commission voted unanimously to recommend acceptance of First Settlers Row; and

WHEREAS, the developer has submitted to the Town for acceptance and filing, a Statutory Form Warranty Deed for First Settlers Row and associated street and public improvements within the subdivision; and

WHEREAS, The deeds were reviewed by the Town Attorney in the Fall of 2019, and have been modified per their instructions.

NOW, THEREFORE, BE IT RESOLVED that the Enfield Town Council does hereby accept and will record the following documents related to the River Overlook Subdivision:

1. Statutory Form Warranty Deed dated November 26,2019

Date Prepared: June 26, 2020
Prepared by: Laurie Whitten, Director of Development Services

PUBLIC WORKS DEPARTMENT
CHECKLIST REPORT FOR ACCEPTANCE OF STREETS

NAME OF STREET First Settlers Row

1. Street Grading and Base OK
2. Final Grading OK
3. Curbs and Gutters OK
4. Sidewalks NA
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 2% Maximum 8%
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 26, 2020

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: **Resolution Regarding the Acceptance of Roads within 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, sewer easement;
- The Director of Public Works has completed his review of the streets known as Rivercliffe Lane and Meetinghouse Lane and confirms that it complies with Town standards
- The Planning and Zoning Commission, at their regular meeting of June 25, 2020, in conformance with Connecticut General Statues §8-24 has forwarded a favorable recommendation to accept Rivercliffe and Meetinghouse Lanes
- 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 Rivercliffe and Meetinghouse Lanes

Respectfully Submitted,

Laurie Whitten

Attachments:

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

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

RESOLUTION REGARDING THE ACCEPTANCE OF RIVERCLIFFE LANE AND MEETINGHOUSE LANE and ASSOCIATED SEWER EASEMENT AS PART OF THE RIVER MEADOWS II SUBDIVISION

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

WHEREAS, as a condition of such approval, the developer was required to convey to the Town the streets known as Rivercliffe Lane and Meetinghouse Lane, along with a related sewer easement; and

WHEREAS, the Director of Public Works has confirmed that both Rivercliffe and Meetinghouse Lanes complies with Town standards and is therefore suitable for acceptance as a Town street; and

WHEREAS, on June 25, 2020, pursuant to its authority in Connecticut General Statutes §8-24, the Planning and Zoning Commission voted unanimously to recommend acceptance of Rivercliffe Lane and Meetinghouse Lane; and

WHEREAS, the developer has submitted to the Town for acceptance and filing, a Statutory Form Warranty Deed for Rivercliffe Lane and Meetinghouse Lane and the related sewer easement; and

WHEREAS, The deeds were reviewed by the Town Attorney in the Fall of 2019, and have been modified per their instructions.

NOW, THEREFORE, BE IT RESOLVED that the Enfield Town Council does hereby accept and will record the following documents related to the River Meadows Subdivision:

1. Statutory Form Warranty Deed dated February 28, 2020;

Date Prepared: June 26,202
Prepared by: Laurie Whitten, Director of Development Services

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 24, 2020

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: **Resolution Authorizing the Town Manager to Submit an Application to the State of Connecticut for the 2020 Neighborhood Assistance Act.**

Councilors:

Background

- 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.
- The Hazardville Institute Conservancy Society, Inc. and Opera House Players, Inc. submitted an application for approval to the Enfield Town Council.
- Because the proposal was deemed acceptable to the Enfield Town Council within the guidelines for proposed programs under the "Neighborhood Assistance Act," we are requesting that the Enfield Town Manager be authorized to submit the application to the State department of Revenue.

Budget Impact:

None

Recommendation:

For Council to approve the attached resolution.

Respectfully Submitted,

Christopher W. Bromson
Town Manager

Attachments:

1. Resolution

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

2020 Connecticut Neighborhood Assistance Act (NAA)
Program Proposal

WHEREAS, a virtual public hearing was held on July 6, 2020 to allow interested citizens an opportunity to express their opinion regarding which programs shall be included on the Town of Enfield's application under the provisions of the "Neighborhood Assistance Act"; and

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

WHEREAS, Enfield electors or taxpayers were offered a link to view any public comment received, to be posted at least 24 hours prior to the public on the Town's website; and

WHEREAS, two proposals were submitted by the Hazardville Institute Conservancy Society, Inc. and the Opera House Players, Inc.; and

WHEREAS, the following proposals are acceptable to the Enfield Town Council within the guidelines for proposed programs under the "Neighborhood Assistance Act":

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Town of Enfield's 2020 proposed program applications be submitted to the State of Connecticut Department of Revenue under the provision of the "Neighborhood Assistance Act" and shall consist of the proposals identified in the preceding paragraph.

2. The Enfield Town Manager is hereby authorized to submit these applications to the State Department of Revenue, and to approve any donations received as a result of this application.

Date Prepared: July 1, 2020

Department of Revenue Services
State of Connecticut
(Rev. 02/20)

Municipality: Enfield

Form NAA-01

2020 Connecticut Neighborhood Assistance Act (NAA) Program Proposal

This form **must** be completed and submitted to your municipality for approval. All items **must** be completed with as much detail as possible. If additional space is needed, attach additional sheets. Please type or print clearly. See attached instructions before completing. **Do not submit this form directly to the Department of Revenue Services.**

Part I — General Information

Name of tax exempt organization/municipal agency: Hazardville Institute Conservancy Society, Inc.

Address: P.O. Box 406, Enfield, CT 06082

Federal Employer Identification Number: 06-162097

Program title: Energy Efficient Heating System Improvements

Name of contact person: Gretchen Pfeifer-Hall

Telephone number: (860) 212-0779

Email address: gretchenph@snet.net

Total NAA funding requested ($250 minimum, $150,000 maximum): $ 52,500.00

Is your organization required to file federal Form 990 or 990EZ, Return of Organization Exempt from Income Tax?

☒ Yes ☐ No

If **Yes**, attach a copy of the **first page** of your most recent return.

If **No**, attach a copy of your determination letter from the U.S. Treasury Department, Internal Revenue Service.

Part II — Program Information

Check the appropriate description of your program:

100% credit percentage

- [X] Energy conservation; or
- [ ] Comprehensive college access loan forgiveness (see Conn. Gen Stat. § 12-635(3)).

60% credit percentage

- [ ] Job training/education for unemployed persons aged 50 or over;
- [ ] Job training/education for persons with physical disabilities;
- [ ] Program serving low-income persons;
- [ ] Child care services;
- [ ] Establishment of a child day care facility;
- [ ] Open space acquisition fund; **or**
- [ ] Other (specify): _____

Description of program:

As a continuing effort for the adaptive reuse of the historical Hazarville Institute building in Enfield, the Conservancy plans to upgrade the structure's heating and cooling system with new HVAC system, air handler, central air condensers, historically sensitive hydronic radiators, insulated duct work, water heater and plumbing .

Need for program:

The development of the building, which will include public meeting space, permanent historical displays and rentable business or civic space must be completed in a manner which minimizes ongoing operating expenses, and is architecturally consistent with the Institute's late 19th century Italianate design. We continue to utilize the Secretary of the Interior's Standards for Historic Rehabilitation to guide the plans for restoration.

Neighborhood area to be served:

Enfield and North-Central Connecticut region

Plan to implement the program:

Will assist with matching Historic Restoration Fund grant. Can be put out to bid promptly.

Timetable:

Program start date: 09/01/2020

Program completion date: 06/30/2021

The program completion date must not be more than two years from the program start date. A certified post-project review is due to the municipality overseeing implementation no later than three months after program completion date for all projects receiving $25,000 or more in NAA funding.

Part III — Financial Information

Program Budget:

Complete in full. Expenditures must equal or exceed total funding.

Sources of Revenue:

NAA funds requested	$50,000.00
Other funding sources - itemized sources:	
a) Organization	$5,000.00
b)	
c)	
d)	
Total Funding:	$55,000.00

Proposed Program Expenditures:

Direct operating expenses - itemized description:	
a) Materials and installation	$53,000.00
b)	
c)	
d)	
Administrative expenses - itemized description:	
a) Fundraising costs	$2,000.00
b)	
c)	
d)	
Total Proposed Expenditures:	$55,000.00

Part IV — Municipal Information

To be completed by the municipal agency overseeing implementation of the program

Name of municipal agency overseeing implementation of the program: _____

_____

Mailing address: _____

_____

Name of municipal liaison: _____

Telephone number: _____

Fax number: _____

Email address: _____

Post-Project Review

Is a post-project review required for this proposal?

☐ Yes ☐ No

If **Yes**, date post-project review due:

_____
Date

Department of Revenue Services
State of Connecticut
(Rev. 02/20)

Municipality: _____

Form NAA-01

2020 Connecticut Neighborhood Assistance Act (NAA) Program Proposal

This form **must** be completed and submitted to your municipality for approval. All items **must** be completed with as much detail as possible. If additional space is needed, attach additional sheets. Please type or print clearly. See attached instructions before completing. **Do not submit this form directly to the Department of Revenue Services.**

Part I — General Information

Name of tax exempt organization/municipal agency: The Opera House Players, Inc.

Address: 100 High Street, Enfield, CT 06082

Federal Employer Identification Number: 31-1727690

Program title: Energy Efficient Lighting Replacement

Name of contact person: Harry Evageliou

Telephone number: (860) 742-5957

Email address: hevag01@gmail.com

Total NAA funding requested ($250 minimum, $150,000 maximum): $ 122,000.00

Is your organization required to file federal Form 990 or 990EZ, Return of Organization Exempt from Income Tax?

☒ Yes ☐ No

If **Yes**, attach a copy of the **first page** of your most recent return.

If **No**, attach a copy of your determination letter from the U.S. Treasury Department, Internal Revenue Service.

Part II — Program Information

Check the appropriate description of your program:

100% credit percentage

- [X] Energy conservation; or
- [ ] Comprehensive college access loan forgiveness (see Conn. Gen Stat. § 12-635(3)).

60% credit percentage

- [ ] Job training/education for unemployed persons aged 50 or over;
- [ ] Job training/education for persons with physical disabilities;
- [ ] Program serving low-income persons;
- [ ] Child care services;
- [ ] Establishment of a child day care facility;
- [ ] Open space acquisition fund; **or**
- [ ] Other (specify): _____

Description of program:

Our building at 100 High Street, which was recently entered in the Historical Registry, is an over 100 year old church that is being converted to a theater that will accommodate our staging of musical theater productions which up to this time have been performed in other locations over the last 52 years. The current lighting technology as well as the anticipated one that will be part of the renovation uses antiquated lighting systems that waste a lot of energy. Thus we need to convert to LED and related systems in order to save energy.

Need for program:

Until the recent disruption caused by the pandemic, we were in the process of adapting our building to a performance venue with a limited scope, and shortly after that to initiate a major renovation that will be the ultimate facility. As soon as conditions are such that we'll be able to start having performances, we would like to begin the process of the interim renovation with the ultimate one spanning a period of about two years. As part of that process we intend to update our lighting so that energy savings can materialize, as long as we have the funds to do so.

Neighborhood area to be served:

Enfield and the entire North Central Connecticut region which also covers a sizable part of South Central Massachusetts.

Plan to implement the program:

Could be initiated and put out to bid given that the pandemic situation has abated, and most importantly, that the proper financial commitments have been secured.

Timetable:

Program start date: 11/1/2020 depending on virus

Program completion date: 10/31/2022

The program completion date must not be more than two years from the program start date. A certified post-project review is due to the municipality overseeing implementation no later than three months after program completion date for all projects receiving $25,000 or more in NAA funding.

Part III — Financial Information

Program Budget:

Complete in full. Expenditures must equal or exceed total funding.

Sources of Revenue:

NAA funds requested	$122,000.00
Other funding sources - itemized sources:	
a) Organization	$5,000.00
b)	
c)	
d)	
Total Funding:	$127,000.00

Proposed Program Expenditures:

Direct operating expenses - itemized description:	
a) Materials and installation	$121,000.00
b)	
c)	
d)	
Administrative expenses - itemized description:	
a) Fundraising costs	$5,000.00
b) Professional Project Audit	$3,000.00
c)	
d)	
Total Proposed Expenditures:	$129,000.00

Part IV — Municipal Information

To be completed by the municipal agency overseeing implementation of the program

Name of municipal agency overseeing implementation of the program: Town of Enfield

Mailing address: 820 Enfield Street, Enfield, CT 06082

Name of municipal liaison: Maya Matthews

Telephone number: (860) 253-6350

Fax number: (860) 253-6310

Email address: mmm3211@gmail.com

Post-Project Review

Is a post-project review required for this proposal?

☒ Yes ☐ No

If **Yes**, date post-project review due:

_____
Date

TOWN OF ENFIELD

June 19, 2020

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: **Resolution Authorizing the Town Manage to Submit a Targeted Grant Application and Enter Into Agreement with the CT State Library and Scanoptics for the Historic Documents Preservation Grant Program FY 2021**

Councilors:

Background:

The Town of Enfield is applying for a grant in the amount of $7,500 by the State of Connecticut. The grant will fund:

- Continued digitization and indexing of various plans and drawings for the Building and Engineering departments. The images will then be added to the town's SharePoint storage system and will be available to town staff users.

Budget Impact:

There will be no impact on the town budget.

Recommendation:

That the Town of Enfield Town Council approve the attached resolution of authorization.

Respectfully Submitted,

Suzanne F. Olechnicki
Town Clerk

Attachments:

1. Resolution.

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

Resolution Authorizing the Town Manager to Submit an Application and to Enter into an Agreement with the Connecticut State Library and Scanoptics for a Historic Documents Preservation Grant

RESOLVED, that Christopher W. Bromson, Town Manager, is empowered to execute and deliver in the name and on behalf of this municipality an application for a Targeted Grant for FY 2021 and a contract with the Connecticut State Library and Scanoptics for a Historic Documents Preservation Grant subject to review and approval of the Town Attorney.

Prepared by: Suzanne F. Olechnicki, Town Clerk
Date Prepared: June 22, 2020