



**AGENDA
ENFIELD TOWN COUNCIL
SPECIAL MEETING**

Tuesday, September 8, 2020 5 PM

Virtual Meeting

<https://youtu.be/WLAz-Pqh424>

1. ROLL CALL

2. EXECUTIVE SESSION

Real Estate Negotiation

- **28 South River Street**
- **555 Taylor Road**

Pending Litigation

- **Hernandez v. Enfield Board of Education 3:19-cv-01907-MPS**
- **Town of Enfield v. The Connecticut Water Company, et al., No. HHD—CV20-6130874-S.**

3. NEW BUSINESS

A. Consent Agenda – Action.

- 1. Discussion/Resolution:** Request for Transfer of Funds for Youth Services Grant \$5,000.
- 2. Discussion/Resolution:** Request for Transfer of Funds for the Family Resource Center NCAAA Grant \$7,039.
- 3. Discussion/Resolution:** Resolution Authorizing the Town Manager to Enter into Agreement with the Connecticut Office of Early Childhood.

B. Appointment(s) – Town Council Appointed

- 1. ***Greater Hartford Transit District Enfield Representatives** – The Term of Office of Kevin Mooney (R) Expired 06/30/2020. Reappointment Would be Until 06/30/2024.
- 2. ***Greater Hartford Transit District Enfield Representatives** – The Term of Office of Stephen Mitchell (R) Expired 06/30/2020. Reappointment Would be Until 06/30/2024.
- 3. Board of Education** – A Vacancy Exists Due to the Resignation of Christopher Rutledge (R), Replacement Would be Until 11/16/2021.

4. ITEMS FOR DISCUSSION

- A. Discussion/Resolution:** Request for Transfer of Funds for South River Street Bridge \$671,700.

- B. Discussion/Resolution:** Request for Transfer of Funds for the Replacement of the Youth Services Van \$31,273.
- C. Discussion/Resolution:** Resolution Adopting the Civilian Accreditation Manager Job Description.
- D. Discussion/Resolution:** Resolution Setting a Public Hearing for the Conveyance of 26-32 Church Street and 28 South River Street.
- E. Discussion/Resolution:** Resolution to Approve Payment Regarding Demolition Services at 28 South River Street.
- F. Discussion/Resolution:** Resolution Setting A Public Hearing Regarding Amendments to Enfield Town Code, Chapter 30, Solid Waste, Section 70-1 Through 70-38 Inclusive.
- G. Discussion/Resolution:** Resolution to Authorize the Waiving the Property Maintenance Fines for 2 Homestead Drive.
- H. Discussion/Resolution:** Resolution to Authorize the Waiving the Property Maintenance Fines for 18 Broadleaf Lane.
- I. Discussion/Resolution:** Resolution Allowing the Town Manager to Amend the Lease Between the Town of Enfield and Educational Resources for Children, Inc., for Use of Various Town-Owned School Facilities.
- J. Discussion:** Town Roofs

5. Adjournment



TOWN OF ENFIELD

August 24, 2020

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Request for Transfer of Funds for Youth Services \$5,000

Councilors:

Highlights:

- Youth Services received a Connecticut State Opioid Response Community Mini-grant from the Department of Mental Health and Addiction Services (DMHAS).
- Purpose of this grant is to promote DMHAS's "Live Loud" media campaign, provide a Narcan and QPR training, educate prescribers on safe prescribing practices, and provide safe disposal and/or safe storage bags to the community.
- The increase in Youth Services Revenue is \$5,000.
- There is no required travel associated with this grant.

Budget Impact:

There is no budget impact.

Recommendation:

That the Town Council adopt the attached resolution.

Respectfully Submitted,

Cindy Guerreri
Director of Social Services

Attachments:

1. Resolution.

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

RESOLUTION NO. _____

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

TO: Youth Services

Postage	22040450-553500	\$1,500
Advertising	22040450-554000	\$1,000
Printing & Reproduction	22040450-555000	\$300
Other Supplies & Materials	22040450-561900	\$2,200

FROM: Youth Services Grants – Other – State Revenue

Revenue	22044450-460001	\$5,000
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CERTIFICATION: I hereby certify that the above-stated funds are available as of August 24, 2020



John Wilcox, Director of Finance

8/26/2020
Date: _____



APPROVED BY: _____ Town Manager

Date: 8/31/2020



TOWN OF ENFIELD

August 25, 2020

Honorable Members
Enfield Town Council
Enfield, Connecticut

Subject: Request for Transfer of Transfer funds for the Family Resource Center \$7,039

Highlights:

- The North Central Area Agency on Aging (NCAAA) has awarded an additional \$5,016 to the Grandparents Raising Grandchildren Grant for the period of October 1, 2019-September 30, 2020.
- Funds will be used to provide gift cards for food, children's clothing, internet services and instructional supplies for grandparents and grandchildren.
- Funds are not needed in Travel and Tuition and will be transferred to support virtual services to grandparents during support groups and professional development for the FRC Social Worker who facilitates the groups.

Budget Impact:

There is no impact to the budget.

Recommendation:

That the Town Council approve the attached Resolution.

Respectfully Submitted,

Cynthia Guerrerri
Director of Social Services

Attachments:

1. Resolution

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

RESOLUTION NO. _____

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

TO: Family Resource Center

Professional Development	22046132 532200	\$1,497
Other Professional Services	22046132 533900	\$526
Instructional Supplies	22046132 561100	\$1,416
Other Supplies	22046132 561900	\$3,600

FROM: Family Resource Center

NCAAA Grandparents Grant	22044470 460151	\$5,016
Tuition	22046132 556900	\$495
Travel	22046132 558000	\$1,528

CERTIFICATION: I hereby certify that the above-stated funds are available as of September 8, 2020.


John Wilcox, Director of Finance

APPROVED BY:  _____ **Town Manager**

Date: 8/31/2020



TOWN OF ENFIELD

September 8, 2020

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolution Authorizing the Town Manager to enter into Agreement with the Connecticut Office of Early Childhood

Highlights:

- The Town of Enfield provides early childhood education services to children in town through the Enfield Child Development Center.
- The Connecticut Office of Early Childhood renewal contract will fund the following:
 - 27 Spaces of full-time infant and toddler care at a \$169.95 weekly rate for 52 weeks.
 - 28 Spaces of full-time preschool care at a \$165.32 weekly rate for 52 weeks.
 - 71 Spaces of full-time school-age care at a \$114.00 weekly rate for 10 weeks.
 - 71 Spaces of part-time school-age care at a \$55.40 weekly rate for 42 weeks.
- The State of Connecticut Office of Early Childhood has awarded the Town of Enfield \$725,458.52 for Fiscal Year 2018-2019.
- The State of Connecticut Office of Early Childhood has awarded the Town of Enfield \$725,458.52 for Fiscal Year 2019-2020.
- The Total of the State of Connecticut Office of Early Childhood contract is \$1,450,917.04 to provide early childhood education services through the Enfield Child Development Center for Fiscal Year 2020-2021 and 2021-2022.

Budget Impact:

There is no budget impact.

Recommendation:

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

Respectfully Submitted,

Cynthia Guerreri,
Director of Social Services

Attachments:

1. Resolution

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

**Resolution Authorizing the Town Manager to Enter into Agreement with the
Connecticut Office of Early Childhood**

RESOLVED, That the Town Manager, Christopher W. Bromson, is authorized to sign this contract renewal subject to review and approval by the Town Attorney's office, in the name and on behalf of the Town of Enfield with the Connecticut Office of Early Childhood and to affix the Corporate Seal.

Submitted: September 8, 2020

Submitted by: Cynthia Guerrerri, Director of Social Services



August 10, 2020

Christopher W. Bromson
Town Manager-Town of Enfield
Enfield Town Hall
820 Enfield Street
Enfield, CT 06082-2997

Re: Expiration of Term of Transit District Director/ Stephen F. Mitchell
&
Expiration of Term of Transit District Director/Kevin Mooney

Dear Christopher:

According to the records of the Greater Hartford Transit District (the "District"), the term of appointment of Stephen F. Mitchell to the Board of Directors from the Town of Enfield and Kevin Mooney expired on June 30, 2020.

Steve has served on the District's Board for over 24 years and has been the District's Chairman for 14 of those. He has been a tremendous asset in that position, is well respected by the other board members, and has represented your town with a strong sense of commitment.

The second reappointment request is for Kevin Mooney who has been a member of the Board and is in good standing for the past 8 years.

I respectfully request that these reappointments be brought before the Town Council at your earliest convenience. If you could also please advise this office as to the Council's action when complete it would certainly be appreciated. Thank you for your assistance and cooperation.

Sincerely yours,

A handwritten signature in blue ink that reads "Vicki L. Shotland".

Vicki L. Shotland
Executive Director

McCarthy, Debra

From: noreply@civicplus.com
Sent: Wednesday, September 2, 2020 6:57 PM
To: McCarthy, Debra
Subject: Online Form Submittal: Application for Vacancy on Boards, Agencies & Commissions

Application for Vacancy on Boards, Agencies & Commissions

Date	9/2/2020
First and Last Name	John F. Unghire III
Address	271 Abbe Rd.
City	Enfield
State	Connecticut
Zip	06082
Phone Number	(860) 729-8795
Second Phone:	(860) 763-2942
Email	unghirej@gmail.com
Occupation	V.P. Sales and Business Development
Occupation Phone Number	(860) 729-8795
Party Affiliation	Republican
Registered Voter	Yes
Name of the Board You Wish to Apply For:	Board of Assessment Appeals BOARD of Education
Appointment	New Appointment
Please outline your qualifications and how you feel you would contribute to the committee or commission:	Member Enfield Republican Town Committee. 30+years of Aerospace Business Development experience which could benefit the Board of Education by offering valuable insight. Supported wife Lori who served 4 years on the Board of Education. Graduated from Enfield School System, Enrico Fermi High and attended Asnuntuck Community College.
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:

Presently serving on the Enfield's Board of Assessment Appeals - 6 months (new commissioner)
Served on Enfield's Inland and Wetlands - 1 year

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

Note: Applying for vacancy on Enfield Board of Education - The B.O.E. is not listed on the selection drop-down above.

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 23, 2020

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolution to Transfer Funds for the South River Street Bridge in FY20 - \$671,700

Councilors:

Highlights:

- The original cost to rebuild the South River Street Bridge was estimated at approximately \$1.345 million which had been budgeted.
- Revised requirements have increased the estimated cost to \$3.3 million of which, the State will fund 80%. The total cost to the Town is expected to be \$660,000
- Construction is currently expected to begin in 2022.
- Due to Charter requirements, we will need to appropriate funds over the next several years to have enough funds for the project.
- The referendum limit for FY20 is \$671,708.

Budget Impact:

This transfer will increase the FY20 budget by \$134,340.

Recommendation:

I recommend that the Town Council approve the attached resolution.

Respectfully Submitted,


John A. Wilcox
Director of Finance

Attachments:

1. Resolution

ENFIELD TOWN COUNCIL
REQUEST FOR TRANSFER OF FUNDS

RESOLUTION NO. _____

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

FROM:	General Fund	TO:	
10800092-584000	\$134,340	10800092-593010	\$134,340
General Fund - Unallocated - Contingency		General Fund - Unallocated-Trnfers to Capital	

FROM:		TO:	
31104000-480001	\$134,340		
Revenue Grant Funded Projects –General Fund Trf In			
31104000-460985	\$537,360	31108545-545000	\$671,700
Revenue Grant Funded Projects – S. River St. Br Gnt		South River St Brg-Construction Services	

CERTIFICATION: I hereby certify that the above-stated funds are available as of July 23, 2020.



John A. Wilcox, Director of Finance

APPROVED BY: Christopher W. Bensen Town Manager

Date: 8/31/2020



TOWN OF ENFIELD

June 22, 2020

Honorable Members
Enfield Town Council
Enfield, Connecticut

Subject: Request for Transfer of Funds for the replacement of the Youth Services Van \$31,273

Councilors:

Highlights:

- The incumbent Youth Services Van is a 2006 model, and is need of replacement.
- The Fleet Manager has obtained a quote for a comparable replacement vehicle, a Ford Transit T350 4x4 Low Roof Sliding door passenger van. The cost for this vehicle is \$31,273.00.
- Funds in this amount are available from the sale at public auction of surplus vehicles. These funds are located in Account #31042015-417027 CIP Revenue – Proceeds from Auctions.
- Fleet Services requests that the Council transfer the sum of \$31,273.00 from Account #31042015-417027 CIP Revenue – Proceeds from Auctions to Account #31008856-573200 Light/Medium Vehicle Replacement - Vehicles and authorize that that the transferred funds be used to replace the Youth Services Van.

Budget Impact:

There is no budget impact.

Recommendation:

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

Respectfully Submitted,

Donald Nunes
Director of Public Works

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: Light/Medium Vehicle Replacement

Vehicles 31008856-573200 \$31,273

FROM: CIP Revenue – 2015

Proceeds from Auctions 31042015-417027 \$31,273

CERTIFICATION: I hereby certify that the above-stated funds are available as of June 22, 2020.



John Wilcox, Director of Finance

7/24/2020

Date:

APPROVED BY: 

Christopher Bromson, Town Manager

8/31/2020

Date:



TOWN OF ENFIELD

August 3, 2020

Honorable Members
Enfield Town Council
Enfield, Connecticut

Subject: Resolution Adopting the Civilian Accreditation Manager Position

Councilors:

Highlights:

- The Enfield Police Department is one of only 20 nationally accredited municipal police departments in the State of Connecticut, and further, the department is also one of only 26 state-level "Tier 3" accredited departments in the State of Connecticut.
- The bulk of this accreditation, policy and procedure development, and research and planning is currently completed by a sworn police officer assigned to this function, and the retirement of this officer is imminent.
- The department is desirous of converting this responsibility into a civilianized position allowing the replacement for this officer to perform more traditional police functions.
- An appropriate job description and has been developed for this position.

Budget Impact:

There is no budget impact.

Recommendation:

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

Respectfully Submitted,

Alaric J. Fox
Chief of Police

Attachments:

1. Resolution
2. Job Description

ENFIELD TOWN COUNCIL
RESOLUTION No. _____

Resolution Adopting the Civilian Accreditation Manager 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 Civilian Accreditation Manager.

Date Submitted: August 3, 2020

Submitted by: Steve Bielenda, Human Resources Director

TOWN OF ENFIELD

TITLE: Civilian Accreditation Manager

SALARY RANGE: \$30/hr.*

DEPARTMENT: Enfield Police Department

DATE: PENDING

GENERAL DESCRIPTION

Performs intermediate-level professional work in the Police Department. Oversees the accreditation process, including project management of the accreditation activities. Works independently under limited supervision with considerable latitude. Position typically requires processing and interpreting complex, less clearly defined issues. Employee must exercise considerable initiative and sound judgment in the planning, scheduling, and carrying out of assignments.

SUPERVISION RECEIVED

Works under general supervision of the Police Chief or his/her designee.

SUPERVISION EXERCISED

None

ESSENTIAL DUTIES AND RESPONSIBILITIES

The list of essential functions, as outlined herein, is intended to be representative of the tasks performed within this classification. It is not necessarily descriptive of any one position in the classification. The omission of an essential function does not preclude management from assigning duties not listed herein if such functions are a logical assignment to the position.

- Administers accreditation and/or re-accreditation process ensuring compliance with standards developed by state and national accrediting bodies as applicable;
- Maintains current information on accreditation standards and the interpretation and application of accreditation standards through active participation with appropriate accreditation commissions and professional associations;
- Represents the department in conjunction with the Chief of Police or designee at various meetings and conferences for accreditation, serves on accreditation related committees, and participates in accreditation related training
- Serves as a department liaison to other law enforcement agencies involved in the accreditation process
- Monitors and maintains accurate, up-to-date records, files, and other police record systems through timely reporting (monthly, quarterly, annually)
- Advises agency personnel with regards to maintaining accreditation and other record keeping standards
- Plans, organizes, coordinates, directs or conducts administrative or management studies relating to accreditation and record-keeping for the Department
- Determines analytical techniques and information-gathering processes and obtains required information and data for analysis; analyzes alternatives and makes recommendations; discusses findings with management staff and prepares reports of study conclusions
- Plans and monitors accreditation on-site assessments and maintains appropriate records; takes the lead role in preparation for mock and on-site assessments
- Assists in developing and implementing departmental program goals and objectives
- Provides presentations and/or trainings related to the accreditation process, as directed
- Drafts the Department's General Orders and distributes to all employees

- Performs regular staff inspections to ensure adherence to prescribed Department General Orders and accreditation standards
- Assists in the application process, monitoring, implementation, and administration of state and federal grant programs
- Demonstrates continuous effort to improve operations, decrease turnaround times, and streamline work processes, and works cooperatively to provide quality seamless customer service
- Performs other related duties as assigned and/or required

NON-ESSENTIAL DUTIES

- Runs miscellaneous errands to assist administration and operations in performance of duties.
- The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

KNOWLEDGE, SKILLS, AND ABILITIES

- Knowledge of the principles and practices of law enforcement accreditation;
- Skill in Microsoft Office products (Word, Excel, PowerPoint, and Outlook);
- Skill in the use of PowerDMS accreditation management software (preferred);
- Skill in analytical evaluation and mathematical calculations;
- Skill in preparing and delivering reports, policies, and presentations;
- Skill in providing excellent customer service;
- Ability to manage projects and multi-task while working with tight deadlines and shifting priorities;
- Ability to work with minimal supervision;
- Ability to analyze and define problems, identify alternative solutions, estimate consequences of proposed actions, and implement recommendations in support of goals;
- Ability to use critical thinking skills to arrive at solutions and suggest improvements to processes;
- Ability to clearly communicate and understand information in English, both orally and in writing
- Ability to quickly and independently learn new software;
- Ability to read and interpret accreditation requirements, Department General Orders, collective bargaining agreements, and related documents;
- Ability to establish and maintain effective and cooperative working relationships with those contacted in the course of work;
- Ability to regularly attend work and arrive punctually for designated work schedule.

QUALIFICATIONS

Bachelor's degree from an accredited college or university; supplemented by three (3) or more years' experience in administering or directly assisting in the administration of an accreditation program for a law enforcement agency; an equivalent combination of education, certification, training, and/or experience may be considered.

Candidates shall not have tattoos that are visible in business attire including short sleeves.

Must possess valid driver's license and be a United States citizen.

SPECIAL REQUIREMENTS

Prior Law Enforcement Experience is Required.

TOOLS AND EQUIPMENT USED

Computer, calculator, typewriter, copy machine and other standard office equipment, spreadsheet and word processing applications software, as well as various police vehicles and equipment.

PHYSICAL AND MENTAL DEMANDS

- Depending on functional area of assignment, tasks involve the ability to exert light physical effort in sedentary to light work, which may involve some lifting, carrying, pushing and/or pulling of objects and materials of light weight (up to 20 pounds).
- May usually involve some climbing, balancing, stooping, kneeling, crouching, crawling, walking or standing.
- Tasks may involve extended periods of time at a keyboard or work station and/or extended periods of standing.
- Some tasks require manual dexterity, in addition to visual and hearing acuity.

WORK ENVIRONMENT

The work environment 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.

Tasks are regularly performed inside without potential for exposure to adverse conditions, such as dirt, dust, pollen, odors, fumes and/or poor ventilation, wetness, humidity, rain, temperature and noise extremes, machinery and/or moving vehicles, vibrations, electric currents, animals/wildlife, toxic/poisonous agents, gases or chemicals, oils and other cutting fluids, violence and/or disease, or pathogenic substances.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

* This hourly rate is periodically subject to change as determined by the Town Council.



TOWN OF ENFIELD

August 6, 2020

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolution Setting a Public Hearing for the Conveyance of 26-32 Church Street and 28 South River Street

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. Resolution (1)

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 made a favorable recommendation pursuant to the above-referenced statute at its July 23, 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 September 16, 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 September 21, 2020 in order to receive public comment.

Prepared by: Nelson Tereso, Deputy Director Economic & Community Development
Date Prepared: August 6, 2020

ENFIELD TOWN COUNCIL

RESOLUTION NO.

**RESOLUTION TO APPROVE PAYMENT REGARDING
DEMOLITION SERVICES AT 28 SOUTH RIVER STREET**

BE IT RESOLVED, that the Enfield Town Council hereby approves the payment to Associated Building Wreckers, Inc. pursuant to the proposal in Attorney Steven Kaplan's letter of August 26, 2020.

Prepared by: Town Attorney's Office

Date Prepared: August 26, 2020



TOWN OF ENFIELD

August 26, 2020

Honorable Members
Enfield Town Council
Enfield, Connecticut

Subject: Resolution setting a public hearing regarding amendments to Enfield Town Code, Chapter 30, Solid Waste, Section 70-1 through 70-38 inclusive

Councilors:

Highlights:

- The Town, pursuant to its statutory authority to regulate the collection and disposal of waste, has charged the Department of Public Works (DPW) with the development of a new Solid Waste and Recycling Ordinance. The goals of this ordinance are as follows:
 - To provide for the safe, convenient, and sanitary disposal of solid waste generated within the Town.
 - To increase the incidence of recycling.
 - To reduce the expenditure of public resources for collection and disposal costs.
- The attached ordinance was drafted with the goal of fulfilling these objectives while limiting the financial and logistical impacts on Town residents.
- Implementation of this Ordinance requires that the Council schedule and hold a public hearing to solicit input from the community. The attached resolution sets the date and time for this hearing.
- The DPW requests that the Council pass the attached resolution to schedule this hearing

Budget Impact:

There will be no impact on the town budget.

Recommendation:

I recommend that the Town of Enfield Town Council approve the attached resolution.

Respectfully Submitted,

Donald Nunes
Director of Public Works

Attachments:

1. Resolution.
2. Solid Waste and Recycling Ordinance.

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

**Resolution Setting a Public Hearing Regarding Amendments to Enfield
Town Code, Chapter 30, Solid Waste, Section 70-1 through 70-38 Inclusive**

WHEREAS, the proposed amendments to Enfield Town Code, Chapter 30 are to enact a revised Solid Waste and Recycling Ordinance which will provide for the safe, convenient, and sanitary disposal of solid waste generated within the Town, increase the incidence of recycling, and reduce the expenditure of public resources for collection and disposal costs; and

WHEREAS, the Town Council wishes to seek input on the proposed amendment; and

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 September 16, 2020.

NOW THEREFORE BE IT RESOLVED, that the Enfield Town Council does hereby schedule a public hearing regarding the Amendments to the Solid Waste Ordinance, to be held on September 21, 2020 in order to receive public comment.

Date Prepared: August 20, 2020
Prepared by: Town Manager's Office

SOLID WASTE AND RECYCLING ORDINANCE

I. Declaration of Policy

A. The Town of Enfield is authorized by Conn. Gen. Stat. §§ 7-148(c)(4)(H), 22a-220 and 22a-220a to license refuse collectors, regulate and make provisions for the safe and sanitary disposal of all acceptable solid waste, as defined herein, generated within its boundaries and to collect a fee for that service.

B. The Town Council has determined that the public health, safety, and welfare of the citizens of the Town will be best served by the adoption of this ordinance.

C. This chapter is also adopted pursuant to Conn. Gen. Stat. §7-148(c)(7)(H)(xv) and is considered a blight ordinance.

II. Definitions

The following words, terms, and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Bulky waste means waste resulting directly from demolition activities other than clean fill and includes wood (tied and bundled, no longer than six feet in length); furniture, metal, and appliances (excluding: refrigerators, air conditioners, dehumidifiers, and all electronics); carpets and linoleum; mattresses and box springs.

Collector means any person, firm, or corporation that is engaged in the business of regularly collecting solid waste from residential, business, commercial or other establishments. Collector does not include: (1) Any person who transports solid waste that is incidentally generated during professional or commercial activities unrelated to the collection of solid waste, such as residential property repairs, provided such solid waste is self-generated by such person's professional or commercial activities and such solid waste is transported to an authorized recycling facility, a permitted recycling facility, or a permitted solid waste facility, and (2) any person who transports used materials for the purpose of delivering such materials to a charitable organization that distributes reused household items or to a retail facility that sells reused household items.

Common gathering venue means any area or building located in the Town or portion thereof, that is open to the public, including but not limited to, any (1) building that provides facilities or shelter for public assembly; (2) inn, hotel, motel, sports arena, supermarket, transportation terminal, retail store, restaurant or other commercial establishment that provides services or retails merchandise; or (3) museum, hospital, auditorium, movie theater or university building.

Condominium unit, a single-family residential unit that is part of a condominium or planned residential development.

Curbside placement means a location on the roadway pavement against the curb; on roadway pavement adjacent to the edge the grass; or against a snowbank during the winter months. The tipper barrel must be oriented as indicated by manufacture's marking on the tipper barrel with no obstruction within three feet in any direction.

Customer means a resident or commercial entity and any other establishment or institution, including without limitation any landlord, and any association or company managing a condominium.

DEEP means the Department of Energy and Environmental Protection or its successor agency.

Director means the Director of Public Works of the Town or his or her designated agent.

Disposal charge means the amount to be charged for each ton of solid waste delivered to the SWF as established by the procedures authorized in the municipal service agreement.

Fine means monetary penalty for violations of this ordinance.

Fixed site container means an enclosed container for refuse generated by commercial establishments or residential complexes with greater than six units, with a capacity of either four, six, or eight cubic yards, with an attached lid that allows for a 270-degree swing to the rear of the container, of a design for automated transfer of the refuse from the container into the refuse collection vehicle.

Generator means any person or entity that creates solid waste or recyclables.

Hazardous waste means any waste material which may pose a present or potential hazard to human health or the environment when improperly disposed of, treated, stored, transported, or otherwise managed, including:

1. hazardous waste identified in accordance with Section 3001 of the Federal Resource Conservation and Recovery Act of 1976 (42 USC 6901 et seq.);
2. hazardous waste identified by DEEP regulations;
3. polychlorinated biphenyls (PCBs) in concentrations greater than 50 parts per million, but does not mean byproduct material, source material or special nuclear material, as defined in Conn. Gen. Stat. § 22a-151; and
4. tires.

Materials Recycling Facility (MRF) is a specialized plant that receives, separates, and prepares recyclable materials for marketing to end-user manufacturers.

Multifamily homes are residential homes with at least two, but no more than six, units/apartments. Multifamily homes with more than six units/apartments are considered a commercial property for purposes of this ordinance. Accessory apartments are excluded from this definition.

Municipal Solid Waste (MSW) means solid waste from residential, commercial, and industrial sources, excluding solid waste consisting of significant quantities of hazardous waste, land-clearing debris, demolition debris, biomedical waste, sewage sludge and scrap metal.

Plastic bag means any bag made of plastic, purchased for the disposal of household waste and not plastic single-use shopping bags.

Policy means a course or principle of action adopted or proposed by a government, party, business, or individual.

Recyclables means discarded material which may be reclaimed, such as cardboard, batteries, glass, metal, plastics, newspapers, office paper, crankcase oil, brush and leaves, grass clippings and any other material designated as such by regulation adopted by the DEEP or by local regulation or ordinance.

Regulations means rules developed by the Director to carry out the terms of this chapter, which rules shall have the same binding effect on generators and collectors as this chapter.

Residential waste means solid waste, recyclables, and yard waste generated by persons living in residences containing not greater than six dwelling units, but excluding hospitals, motels, hotels, or other facilities with communal living quarters.

Scrap metal means used or discarded items which consist predominantly of ferrous metals, aluminum, brass, copper, lead, chromium, tin, nickel, or alloys thereof, including white goods.

Solid waste, also known as municipal waste, means unwanted or discarded solid, semisolid or contained gaseous material, including, but not limited to, demolition debris, material burned or otherwise processed at a resources recovery facility or incinerator, material processed at a recycling facility and sludges or other residue from a water pollution abatement facility, water supply treatment plant or air pollution control facility, excluding:

1. Hazardous waste
2. Semi-solid or liquid materials which are collected and treated in a sewerage system.

Solid Waste Facility (SWF) any solid waste disposal area, volume reduction plant, transfer station, wood burning facility, or biomedical waste treatment facility.

Tipper barrel means a container for refuse of not less than 35 nor more than 96-gallon capacity, with an attached lid that allows for a 270-degree swing to the rear of the container, compatible for automated or semi-automated transfer of the refuse from the container into the refuse collection vehicle. Gray tipper barrels are for solid waste. Blue tipper barrels are for recyclables. Brown tipper barrels are for yard waste.

Town means the Town of Enfield.

Town's Transfer Station means the Town owned transfer station facility on Town Farm Road.

Transfer station means any location or structure, whether located on land or water, where more than ten cubic yards of solid waste, generated elsewhere, may be stored for transfer or transferred from transportation units and placed in other transportation units for movement to another location, whether or not such waste is stored at the location prior to transfer.

Waste stream means material that has been placed at curbside or at any designated collection or pick-up site or designated disposal site.

Written warning means a warning issued in writing and on a form specified by the Director or his or her designee to first time violators of this article.

Yard waste means grass, grass clippings, bushes, shrubs, clippings from bushes and shrubs, and vegetative debris. *Yard waste* excludes branches greater than three inches in diameter and/or three feet in length, logs, stumps, stones, rocks, dirt, and waste from construction, renovation, or demolition.

III. Registration of Collectors of Solid Waste Generated in the Town

A. Any collector hauling solid waste and/or recyclables generated by residential, business, commercial or other establishments shall register and apply for a permit annually as directed by the Director and shall disclose: (1) The name and address of the collector and the owner of such collection company; (2) the name of any other municipality in which such collector hauls such solid waste, including recyclables; (3) whether the hauling done by such collector is residential, commercial or other; (4) the types of waste hauled; (5) the anticipated location of any disposal facilities or end users receiving recyclable solid waste; and (6) any additional information that such Director requires to enhance the health and safety of the residents of the Town. No person may act as a collector in the Town without maintaining an active permit issued pursuant hereto, and no person may drive a solid waste collection vehicle to collect solid waste in the Town without demonstrating that such person has a valid license issued by the State of Connecticut to drive such vehicle. It shall be a condition of such registration and permit that any such collector agrees to comply with all provisions of this ordinance and Chapter 446d of the Connecticut General Statutes applicable to collectors, and all other requirements set forth in the application for such permit, which agreement to comply shall be contained in all annual registrations and permit applications.

B. Any such collector shall report to the Director (1) the types of solid waste, including recyclables, as listed in Conn. Gen. Stat. §22a-208e(c), as it may be amended from time to time, generated within the borders of the Town and collected by such collector, (2) the name, location and contact information for the first destination where such solid waste, including recyclables, was delivered by the collector during the previous fiscal year, and

(3) the types and actual or estimated amounts of such solid waste, including recyclables, directly delivered to (a) an out-of-state destination, (b) an end user or manufacturer in Connecticut, or (c) any other location in Connecticut not maintaining an active permit as a solid waste facility issued by the Connecticut Department of Energy and Environmental Protection. Such reports shall be submitted to the Director annually, on or before June 30th, and shall provide the information specified in this subdivision for the prior fiscal year of the State of Connecticut. Such reports shall be on a form prescribed by the Connecticut Commissioner of Energy and Environmental Protection and any other information needed by the Director.

C. The collector shall annually pay a registration fee set by the Council. The Council may (1) authorize the imposition of an increase of the fee to an amount twice the disclosed fee if the registration and permit application of the collector is not filed timely in accordance with subsection B above, and (2) provide for a proration of the registration fee for a new collector applying for a registration and permit for new collection service to be begun after December 31st in any fiscal year.

D. The Director shall administer the licensing and registration of any refuse collector engaged in collecting and transporting solid waste and recyclables within the Town. No license shall be issued until the refuse collector provides proof of adequate liability insurance which shall include an obligation on the part of the carrier to notify the Town if coverage is terminated.

IV. Designation of Location for Disposal of Acceptable Solid Waste and Processing of Recyclables

A. Acceptable solid waste generated within the boundaries of the Town by residential, business, commercial or other establishments may be disposed at any DEEP approved solid waste facility (SWF).

B. Curb-side collected items designated for recycling by Connecticut statute, regulation and the Statewide Solid Waste Management Plan (including without limitation the 2016 Comprehensive Materials Management Strategy), all as may be amended or updated from time to time, generated within the boundaries of the Town by residential, business, commercial or other establishments may be taken for processing or sale elsewhere to any DEEP approved Materials Recycling Facility (MRF).

V. Recycling

A. Residential Recycling. Each person who generates solid waste from residential property shall separate recycling from other solid waste.

B. Non-residential Recycling. Every person who generates solid waste and recyclables from property other than residential property shall make provision for and cause the separation of recyclables from other solid waste using one or more tipper barrels for designated items that are separate from tipper barrels for other solid waste.

C. Failure to Recycle. Any collector who has reason to believe that a person from whom he collects solid waste has commingled recyclable items with such solid waste in violation of said subsections A. or B. shall promptly notify the Director of the alleged violation. Upon the request of the Director, a collector shall provide a written warning, by tag or other means, to any person suspected by the collector or the Director of violating separation requirements. A collector shall also assist the Director to identify any person responsible for creating loads containing significant quantities of recyclable items mixed with solid waste or yard waste which are delivered to a resource's recovery facility or solid waste facility by the collector and detected by the owner or operator of such facility.

D. Recycling Receptacles at Common Gathering Venues. The owner of a common gathering venue at which recyclables are generated shall, in addition to providing for the collection of solid waste, provide recycling receptacles for the collection of any designated recyclable items generated at such venue. Nothing in this section shall be construed to require an owner or operator of such venue, or the Town, to provide such recycling receptacles whenever such receptacles are provided by another person pursuant to contract. Such recycling receptacles shall be as accessible to the public and at the same locations as trash receptacles, that is, there must be one recycling receptacle accompanying each trash receptacle.

E. Collector Contracts with Business Customers. Each contract between a collector and a customer for the collection of solid waste shall make provision for the collection of designated recyclable items, either by providing for the collection of designated recyclable items by the same collector who is party to the solid waste contract or by including an identification by the customer of the collector with whom such contract exists. The provisions of this section shall not be construed to require a customer to contract exclusively with one collector for the collection of both designated recyclable items and other solid waste. Each collector shall provide each customer with clear written or pictorial instructions on how to separate designated recyclable items in accordance with the provisions of subsection VI B. above.

F. Collectors Required to Offer Recycling Collection. Each collector who offers curbside or on-site collection of solid waste generated by residential properties in the Town shall offer curbside or on-site collection of designated recyclable items to each of such collector's customers and such curbside or backyard collection of designated recyclable items shall be included in the collector's charge for solid waste collection. The provisions of this subsection shall not be construed to prohibit any collector from determining and adjusting its fees for combined curbside collection services.

G. Recombining of Segregated Items. No person shall combine previously segregated designated recyclable items with other solid waste.

H. Removal of recyclable materials.

1. No person shall remove recyclable materials, including but not limited to scrap metal, newspapers, unbroken glass, bottles, cans, tires, and other collectibles from the designated disposal site without authorization from the Director.
2. Once recyclable materials are placed at curbside or other designated area, it shall be a violation of this chapter for any person or entity, other than those authorized under this chapter, to collect or remove recyclable materials from said area.
3. At the option of the Director or his or her designee, violators of subsection 1. or 2. of this section may be required to make restitution to the Town for any materials illegally removed.
4. Nothing in this chapter shall limit the right of anyone to dispose of his own recyclables in any other lawful manner, provided that such materials have not been set out on the curb or placed in any designated collection or disposal site.
5. Any nonprofit organization within the Town may request authorization from the Director to collect recyclables.

VI. Operational and Implementation

A. Collection.

1. DPW collects Municipal Solid Waste and recyclables, generated at Town-owned buildings, including schools, condominiums with collection agreements with the Town of Enfield) and any other property as designated by the Town Council, excluding religious, commercial, or industrial properties, and properly deposited into tipper barrels or *Fixed site container*.
 - a. Municipal Solid Waste, recyclables, leaves, and yard waste must each be kept separate and cannot be commingled.
 - i. Municipal Solid Waste. One 96-gallon grey tipper barrel will be collected per week at no charge. Refuse bags or other items outside the tipper barrels will not be collected. A maximum of up to three additional 96-gallon grey tipper barrels, per residence, will be available at a fee to be established by the Director. Tipper barrel tags shall be purchased annually at a fee to be established by the Director for those residences with additional grey tipper barrels. No more than a total of four grey tipper barrels per residence shall be collected per week. The cost for an additional tipper barrel excludes the cost of the tag.

- ii. Recyclables. One 96-gallon blue tipper barrel per week will be collected at no charge. Subject to approval by the Director, a maximum of up to three additional 96-gallon blue tipper barrels, per residence, will be available, at no additional charge. No more than a total of four blue tipper barrels per residence shall be collected.
 - iii. Yard Waste. Up to two 96-gallon brown tipper barrels will be collected per week at no charge. Two additional 96-gallon brown tipper barrel, per residence, will be available for a fee to be established by the Director. Tipper barrel tags shall be purchased annually at a fee to be determined by the Director for those residences with a third or fourth brown tipper barrel. No more than a total of four brown tipper barrels will be collected per week. The cost for an additional tipper barrel excludes the cost of the tag.
 - iv. Yard Waste collection shall be seasonal on a schedule to be determined by the Director. In the spring, on dates to be determined by the Director, up to three brown tipper barrels will be collected per week for no additional fee. Residential yard waste brought to the Town's Transfer Station must be weighed.
 - v. Leaf Waste. The Director will establish the leaf waste collection schedule, usually in the fourth quarter of the calendar year. During scheduled leaf collection up to 40 (forty) bio-degradable leaf bags and unlimited 96-gallon brown tipper barrels will be collected per collection day. Condominiums, planned residential developments and senior residential developments are excluded from this collection. During leaf collection season residents may bring their leaf waste to the Town's Transfer Station without weighing.
- b. *Bulky Waste* collection is by appointment only, at a fee determined by the Director, and is limited to residences and Town-owned buildings, including schools. Condominiums and businesses are excluded from such collection.
 - c. *Oil and battery* collections are specially scheduled events, the date and location of which shall be publicized.
 - d. Christmas trees will be collected at the discretion of the Director of Public works discretion.
2. The contents of all tipper barrels must be completely contained inside the barrel with the lid securely closed. Tipper barrels not so secured will not be collected. Tipper barrels that contain items other than that for which they are intended will

not be collected. All tipper barrels, and their lids, must be maintained in good working order.

B. Not Collected.

1. Refrigerators, air conditioners, and dehumidifiers are not collected at curbside and may be brought to the Town's Transfer Station. The fee per item will be determined by the Director and is subject to change.
2. Hazardous wastes, paints, pesticides, oil, or their by-products are not collected. The Director may schedule Household Hazardous Waste Days for proper disposal.
3. Electronics, including but not limited to TVs, computers, monitors, printers, and microwaves are not collected. These items may be brought to the Town's Transfer Station during normal operating hours. There is no charge upon proof of residency.
4. Logs are not collected and branches greater than three inches in diameter and/or three feet in length.
5. Other than at designated collection times, yard waste, leaves, grass, or brush are not collected and must be brought to the Town's Transfer Station.
6. Construction and demolition material are not collected curbside. These items must be brought to the Town's Transfer Station.
7. Asbestos, shingles, tile, sheet rock, concrete, windows with glass, glass, boxes, plastic bags, vehicle parts are not collected.
8. Textiles, including but not limited to, clothing, stuffed animals, handbags, and shoes, may be recycled at 40 Moody Road or the Town's Transfer Station.

C. Curbside Placement of Tipper Barrels

1. Tipper barrels shall not be placed at curbside sooner than two hours prior to sunset on the day preceding a scheduled collection. Tipper barrels shall be placed upon the edge of the roadway with orientation to facilitate automated collection as noted on the tipper barrel. All solid waste placed for collection must be contained within a tipper barrel.
2. Tipper barrels must be placed at the curb no later than 6:00 a.m. the day of collection.
3. Tipper barrels must be removed from the curb no later than 7:00 p.m. the day of collection.

4. Tipper barrels must have three feet of clearance in any direction from other tipper barrels, walls, fences, vehicles, and any other structures that can be damaged by the claw and the arm of the automated collections vehicles.

VII. Enforcement

A. Any person, including without limitation any collector, found to have knowingly disposed of unacceptable solid waste or prohibited materials; knowingly disposed of items designated for recycling; or, violated any of the provisions of the requirements of this ordinance, shall be subject to the following fines:

1. Nonresidential and multifamily residential property. The initial violation of this article shall be documented by the issuance of a written warning. Each violation subsequent to a written warning shall be documented by the issuance of a citation and punishable by a fine. The first subsequent violation shall be punishable by a fine not to exceed \$100. The next subsequent violation within five years of the first subsequent violation shall be punishable by a fine not to exceed \$250. Each subsequent violation within five years of a previous violation shall be punishable by a fine not to exceed \$500. Fines shall be in addition to any other penalty that may be imposed by law. Each violation constitutes a separate and distinct offense. If fines are not timely paid, liens may be filed on the property.
2. Civil penalties for collectors. A collector that knowingly mixes recyclables with solid waste may be issued a citation imposing civil penalties in an amount between \$1,000 and \$5,000.
3. Single-family residential property. The initial violation of this article shall be documented by a written warning for the first offense. The first subsequent violation within five years of the written warning shall be punishable by a fine not to exceed \$50, the next subsequent violation within five years of the previous violation shall be punishable by a fine not to exceed \$100, the next subsequent violation within five years of the previous violation shall be punishable by a fine not to exceed \$150, the next subsequent violation within five years of the previous violation shall be punishable by a fine not to exceed \$250. All subsequent violations shall be punishable by a fine not to exceed \$500. Unpaid fines shall result in liens upon the property.
4. Hazardous waste violation. Any person who violates the terms of this chapter or any regulation intended to implement this chapter involving hazardous waste shall be issued a citation, and DPW may impose a fine of not more than \$500 for each offense, in addition to any other penalty that may be imposed by law. Violators shall also be responsible for the costs incurred in mitigation, remediation, and/or the proper disposal of such hazardous waste.

B. Any police officer or other person authorized by the Town Manager may issue a citation to any person who commits a violation of any section of the Solid Waste and Recycling Ordinance.

C. Any person fined or whose permit has been or may be revoked or suspended pursuant to this Section may request and shall be granted a hearing on the matter, provided that such request must be made, after notice to such person, and the hearing shall be conducted, in accordance with the provisions of Conn. Gen. Stat. §7-152c.

D. Climbing over railings or into containers at the Town's Transfer Station is strictly prohibited. Any individual found to violate permitted practices at the Town's Transfer Station may be subject to a suspension of privileges. Customers who do fail to pay Town's Transfer Station fees will fully be prosecuted.

VIII. Revocation or Suspension of License or Registration

Generally. Failure to comply with the provisions of this article shall be grounds for revocation or suspension of any license or registration issued under its provisions.

- A. Notice required. Revocation or suspension shall become effective five calendar days after written notice is mailed by the Director unless a lesser time is indicated in the notice.
- B. Person available to receive notice. Licensees must provide the Director with the name and address of a person who will always be available, in person or by designee, to receive notice either by mail or in-hand delivery. Lack of availability on the part of such person shall be deemed a waiver of required notice.
- C. Request for review. Upon receipt of a notice of suspension or revocation, the licensee may file a written request for review. Such request must be filed with the town clerk within five days of receipt of the notice. Failure to file within such time shall waive the licensee's right to review, making the suspension or revocation final and binding upon the refuse collector.
- D. Timely filing. If such request is filed within five days of receipt of notice, such request shall stay the revocation or suspension, excepting such cases where a stay would present substantial harm to the health, safety, and welfare of the public.
- E. Special appeals board, hearing. The Town Council may appoint a special appeals board consisting of four electors of the Town, one licensed refuse collector, and a member of the Town Council to serve as a nonvoting liaison member. The board shall, within 15 days of the request for hearing, hear and decide the matter. The decision of the board shall be final and binding upon the refuse collector.

F. Loss of permission to use SWF. The Director shall have the right to request that the SWF or MRF deny any refuse collector admission to the SWF when in his opinion such collector has violated this article or the regulations.



TOWN OF ENFIELD

August 4, 2020

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolution to Authorize the Waiving the Property Maintenance Fines for 2 Homestead Drive

Councilors:

Highlights:

- The property is subject to a Property Maintenance Lien in the amount of \$14,124.
- The dates of violation for this property were between September 9, 2018 to March 26, 2019. The cited violation was for grass, weeds or similar growths reaching in height greater than 12 inches. At the time of citation, the property owner did not request a hearing.
- The property owner has since passed and upon understanding the violation, immediate family immediately cleaned the property and have approached the Blight Review Committee (BRC) with a request to waive the remaining property maintenance fines.
- This property has remained clean for more than the one year minimum required by the Blight Review Committee.
- The BRC has the authority to waive up to \$10,000 in property maintenance liens.
- The committee recommends a reduction of \$14,124 therefore it must go before the Council for a full vote.
- The goal of the Blight Review Committee is to clean properties and not to collect funds.

Budget Impact:

There is no budget impact.

Recommendation:

That the Town Council adopt the attached resolution.

Respectfully Submitted,

Kasia Purciello
Assistant Town Manager

Attachments:

1. Resolution.

ENFIELD TOWN COUNCIL

RESOLUTION #

**Resolution to Authorize the Waiving of Property Maintenance Fines
for 2 Homestead Drive**

WHEREAS, pursuant to Chapter 14, Article IV of the Enfield Town Code, Property Maintenance, the owner of 2 Homestead Drive (property owner), was cited for violations of the Property Maintenance Ordinance and was fined accordingly; and

WHEREAS, the property owner did not contest his liability for the violations; and

WHEREAS, pursuant to section 14-183 of the Enfield Town Code, property maintenance liens securing the fines were recorded in the Town's land records; and

WHEREAS, the property owner has since passed away and his immediate family, once aware of the gravity of the situation, immediately corrected the violations on the property; and

WHEREAS, the property has been blight-free since March 2019; and

WHEREAS, the Blight Review Committee has reviewed the request and are recommending the liens on the property be reduced by 100 percent.

NOW THEREFORE BE IT RESOLVED, that the Enfield Town Council does authorize the waiver of property maintenance liens on 2 Homestead Drive and authorizes that the amounts set forth in Attachment A be accepted in lieu of the full payment of those liens.

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

Attachment A

2 Homestead Drive

Parcel # 061200020005 Map #74 Lot #25

Lien Amount to be waived \$14,124.00

Town to be paid \$0.00



TOWN OF ENFIELD

August 13, 2020

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolution to Authorize the Waiving the Property Maintenance Fines for 18 Broadleaf Lane

Councilors:

Highlights:

- The property is subject to a Property Maintenance Lien in the amount of \$38,349.
- The property is cited for 2 separate violations. The dates of violation for overgrown grass were between October 28, 2018 to July 18, 2020. The dates of violation for broken fencing were between October 28, 2018 to July 2, 2020.
- At the time of the citation, the former property owner did not request a hearing.
- This property is now owned by a bank and is under a Purchase and Sale agreement.
- The bank that currently owns the property cleaned the property and has put it on a biweekly mowing schedule.
- This property does not need to meet the requirement of remaining clean for one year due to being under the Purchase and Sale agreement.
- The BRC has the authority to waive up to \$10,000 in property maintenance liens.
- The committee recommends a full reduction of \$38,349 therefore it must go before the Council for a full vote.
- The goal of the Blight Review Committee is to clean properties and not to collect funds.

Budget Impact:

There is no budget impact.

Recommendation:

That the Town Council adopt the attached resolution.

Respectfully Submitted,

Kasia Purciello
Assistant Town Manager

Attachments:

1. Resolution.

ENFIELD TOWN COUNCIL

RESOLUTION #

**Resolution to Authorize the Waiving of Property Maintenance Fines
for 18 Broadleaf Lane**

WHEREAS, pursuant to Chapter 14, Article IV of the Enfield Town Code, Property Maintenance, the property owners of 18 Broadleaf Lane were cited for blighted premises and were fined accordingly; and

WHEREAS, the property owners did not contest their liability for the violation; and

WHEREAS, pursuant to section 14-183 of the Enfield Town Code, property maintenance liens securing the fines were recorded in the Town's land records; and

WHEREAS, the financial institution that owns the property (current owner) has requested that the Town waive the unpaid property maintenance liens in order to allow for the sale of the property pursuant to a Purchase and Sale agreement; and

WHEREAS, the above-noted request pertains only to the property maintenance liens filed per Town Code section 14-183; and

WHEREAS, the Blight Review Committee has reviewed the request and are recommending the liens on the property be reduced by 100 percent.

NOW THEREFORE BE IT RESOLVED, that the Enfield Town Council does authorize the waiver of property maintenance liens on 18 Broadleaf Lane and authorizes that the amounts set forth in Attachment A be accepted in lieu of the full payment of those liens.

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

Attachment A

18 Broadleaf Lane

Parcel # 030600020025 Map #18 Lot 175

Lien Amount to be waived \$38,349.00

Town to be paid \$0.00

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

**Resolution Allowing the Town Manager to Amend the Lease
Between the Town of Enfield and Educational Resources for
Children, Inc., for Use of Various Town-Owned School Facilities**

WHEREAS, the current lease with Educational Resources for Children, Inc. (ERfC) began May 14, 2019 and expires June 30, 2024; and

WHEREAS, ERfC has requested that the lease be amended for the purpose of changing the location of their John F. Kennedy Middle School After School Care Program from Eli Whitney Elementary School to the Enfield Annex; and

WHEREAS, such a change does not impact the rental payments set forth in Section 3. RENT of the lease.

NOW THEREFORE BE IT RESOLVED, that the Town Council approves the attached Second Amendment to Lease.

Prepared By: Kasia Purciello, Assistant Town Manager
Date Prepared: August 26, 2020

SECOND AMENDMENT TO LEASE

Educational Resources for Children, Inc. (Tenant) and the Town of Enfield (Landlord) executed a Lease dated May 14, 2019 (Lease) for several buildings (Leased Premises) that are more specifically described in Attachment A of the Lease.

Whereas, the Lease was amended on August 26, 2019, moving the John F. Kennedy Middle School program to the Eli Whitney Elementary School during the construction schedule at John F. Kennedy Middle School (first amendment).

Whereas, the Tenant and Landlord desire to further amend the Lease to accommodate the Tenant's proposed afterschool program at John F. Kennedy Middle School; and

Whereas, the Tenant wishes to use the cafeteria of the Enfield Annex, located at 124 North Maple Street, in place of Eli Whitney Elementary School, for the John F. Kennedy Middle School After School Care Program.

NOW THEREFORE, in consideration of the mutual promises contained herein, the parties agree to the change in location.

All other terms, conditions and provisions of the Lease and first amendment shall remain in full force and effect.

Landlord
Town of Enfield

By: _____
Christopher W. Bromson
Town Manager

(date)

Tenant
Educational Resources for Children, Inc.

By: _____
Claire C. Hall
Executive Director

(date)