



**AGENDA
ENFIELD TOWN COUNCIL
REGULAR MEETING**

**Monday, October 5, 2020
7:00 PM - Council Chambers**

6:50 Public Hearing- Solid Waste Ordinance

1. PRAYER – Carl Sferrazza
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL.
4. FIRE EVACUATION ANNOUNCEMENT.
5. MINUTES OF PRECEDING MEETINGS.
 - Special Meeting, September 8, 2020
 - Special Meeting, September 21, 2020
 - Regular Meeting, September 21, 2020
6. SPECIAL GUESTS.
7. PUBLIC COMMUNICATIONS AND PETITIONS. - **Public will enter through Council Chamber doors in front of building.**
8. COUNCILOR COMMUNICATIONS AND PETITIONS.
9. TOWN MANAGER REPORT AND COMMUNICATIONS.
10. TOWN ATTORNEY REPORT AND COMMUNICATIONS.
11. REPORT OF SPECIAL COMMITTEES OF THE COUNCIL.
12. OLD BUSINESS.
 - A. Appointment(s) - Town Council Appointed.
 1. **Area 25 Cable Television Advisory Committee-** A Vacancy Exists Due to the Resignation of Stephen Moriarty (U) Expired 6/30/2014. Replacement Would be Until 6/30/2020. (Tabled 09/15/2014)
 2. **Connecticut Water Company Advisory Council Enfield Representatives-** A Vacancy Exist Due to a Resignation (R). Replacement Would be Until 01/01/2022. (Tabled 04/16/2012)
 3. **Enfield Beautification Committee** – The Term of Office of Darren Ketchale (R), Expired 12/01/2019. Reappointment or Replacement Would be Until 12/01/2022. (Tabled 01/06/2020)

4. **Enfield Culture and Arts Commission** – A Vacancy Exists Due to the Resignation of Marguerite French (D). Replacement Would be Until 05/31/2021. (Tabled 01/21/2020)
5. **Ethics Commission – Alternate** – A Vacancy Exists Due to the Resignation of Jason Casey (R). Replacement Would be Until 10/31/2021. (Tabled 03/02/2020)
6. **Hazardville Water Company Advisory Council Enfield Representative -** The Term of Office of Scott Kaupin (R) Expired 01/01/2018. Replacement Would be Until 01/01/2022. (Tabled 01/16/2018)
7. **Hazardville Water Company Advisory Council Enfield Representative -** The Term of Office of Andrew Urbanowicz (U) Expired 01/01/2018. Replacement Would be Until 01/01/2022. (Tabled 01/16/2018)
8. **Inland Wetland Watercourse Agency** – A Vacancy Exists Due to the Resignation of Kelly Hemmeler (R). Replacement Would be until 12/31/2021. (Tabled 12/16/2019)
9. **Loan Review Committee (Alternate)** - The Term of Office of Anne Brislin (R), Expires 12/31/2016. Reappointment or Replacement Would be Until 12/31/2020. (Tabled 12/19/2016)
10. **Loan Review Committee (Alternate)**- The Term of Office of Billie-Jean Griffin (D), Expires 12/31/2020. Reappointment or Replacement Would be Until 12/01/2020. (Tabled 12/07/18)
11. **River Valley CT Central Regional Tourism District** –The Term of Office of William Hosley (R), Expired 06/30/2016. Reappointment or Replacement would be Until 06/30/2020. (Tabled 11/21/2016)

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

1. **Building Code Appeals Board** – A Vacancy Exist for Contractor (D), Expired 11/01/2004. Replacement Would be Until 11/01/2024. (Tabled 11/25/2004)
2. **Building Code Appeals Board** - A Vacancy Exists Due to the Resignation of Kenneth J. Bergeron, (D) Chairman, Architect. Replacement Would be Until 11/01/2021. (Tabled 10/16/2006)
3. **Building Code Appeals Board** - A Vacancy Exists Due to the Resignation of Howard Coro, (D). Replacement Would be Until 11/01/2018. (Tabled 2/04/2013)
4. **Building Code Appeals Board**- The Term of Office of Gary Sullivan, (R) Engineer Expired on 11/01/2014. Reappointment or Replacement Would be Until 11/01/2024. (Tabled 11/17/2014)
5. **Building Code Appeals Board** – The Term of Office of William Marr (D), Professional Engineer, Expired 11/01/2016. Reappointment of Replacement Would be Until 11/01/2021. (Tabled 11/21/2016)

6. **Fair Rent Commission (Landlord)** – The Term of Office of Sam McGill (D) Expired 06/30/2008. Replacement Would be Until 06/30/2020.
7. **Fair Rent Commission (Tenant)** – A Vacancy Exists Due to Member Kristina Schoen (U), No Longer a Resident. Replacement Would be Until 06/30/2021. (Tabled 06/19/2017)
8. **Fair Rent Commission** - The Term of Office of Elizabeth Gillen (R), Expires 06/30/2018. Reappointment or Replacement Would be Until 06/30/2020. (Tabled 06/1818)
9. **Fair Rent Commission** - The Term of Office of William Downs Sr. (U), Expires 06/30/2018. Reappointment or Replacement Would be Until 06/30/2020. (Tabled 06/1818)
10. **Fair Rent Commission** - The Term of Office of Marlene Cintron-Kakluskas (R), Expires 06/30/2018. Reappointment or Replacement Would be Until 06/30/2020. (Tabled 06/1818)
11. **Fair Rent Commission** - The Term of Office of Dorian Owens (U), Expires 06/30/2019. Reappointment or Replacement Would be Until 06/30/2021. (Tabled 06/17/2019)
12. **Fair Rent Commission** - The Term of Office of Dale Shambo (D), Expires 06/30/2019. Reappointment or Replacement Would be Until 06/30/2021. (Tabled 06/17/2019)
13. **Housing Code Appeals Board (Alternate)** - The Term of Office of Constance P. Harmon (R), Expired on 05/01/2016. Replacement Would be Until 05/01/2021. (Tabled 05/01/2021)
14. **Housing Code Appeals Board (Alternate)** - The Term of Office of Lawrence P. Tracey, Jr. (R), Insurance, Expired 05/01/2016. Replacement Would be Until 05/01/2021. (Tabled 05/01/2021)
15. **Housing Code Appeals Board** - The Term of Office of Karen Chadderton (D), Registered Nurse, Expired 05/01/2016. Reappointment or Replacement Would be Until 05/01/2021. (Tabled 05/16/2016)
16. **Housing Code Appeals Board**- The Term of Office of Paul Censki, Fire Marshal Expired 05/01/2017. Reappointment or Replacement Would be Until 05/01/2022. (Tabled 05/15/2017)

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

13. NEW BUSINESS.

A. Consent Agenda – Action.

B. Appointment(s)–Town Council Appointed.

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

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

14. ITEMS FOR DISCUSSION.

A. **Consent Agenda – Review.

B. Appointment(s) – Town Council Appointed.

1. **Planning and Zoning Commission - Alternate**– A Vacancy Exists due to the Resignation of Dane Thorogood (R). Replacement Would be Until 12/31/2023.
2. **Historic District Commission - Alternate** - A Vacancy Exists due to the Resignation of Jacob Nadeau (D). Replacement Would be Until 08/21/2021.
3. **Enfield Beautification Committee** - A Vacancy Exists due to the Resignation of Jacob Nadeau (D). Replacement Would be Until 12/01/2022.
5. **JFK School Renovation Building Committee** – A Vacancy Exists due to the Resignation of David Costa (R). Replacement Would be Indefinite.
6. **JFK School Renovation Building Committee-Alternate** – A Vacancy Exists due to the Resignation of Chris Clare (D). Replacement Would be Indefinite.
7. **JFK School Renovation Building Committee-Alternate** – A Vacancy Exists. (D) Replacement Would be Indefinite.

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

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

E. **Discussion/Resolution: Request for Transfer of Funds for Town Clerk Office \$12,428.

F. **Discussion/Resolution: Request for Transfer of Funds for Human Resources \$22,000.

G. **Discussion/Resolution: Resolution Waiving the Bid Requirements or Body Worn and In Car Cameras.

H. **Discussion/Resolution: Resolution Authorizing the Town Manager to Sign the Axon Master Services and Purchasing Agreement.

I. **Discussion/Resolution: Request for Transfer of Funds for Police Department \$327,329.

J. **Discussion/Resolution: Resolution Appointing Town Manager for the Town of Enfield.

K. **Discussion/Resolution: Resolution to Approve the Proposed Pay Rates for Summer, Seasonal and Temporary Employees in the Recreation Division.

L. **Discussion/Resolution: Resolution Increasing the ROV Election Workers Rate of Pay.

M. **Discussion/Resolution: Resolution Authorizing the Town Manager to Make Application for the Connecticut Connectivity Grant Program (CCPG).

- 15. MISCELLANEOUS.
- 16. PUBLIC COMMUNICATIONS/APPLIES ONLY IF PRIOR TO 11:00 p.m.
- 17. COUNCILOR COMMUNICATIONS.
- 18. ADJOURNMENT.

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

OFFICE OF THE TOWN MANAGER

Date: October 5, 2020

To: Michael Ludwick, Mayor

From: Christopher Bromson, Town Manager

Re: PUBLIC HEARING GROUND RULES

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 amendments to the Enfield Town Code, Chapter 30, Solid Waste and Recycling ordinance was receive by written testimony only. Electors or taxpayers submitted comments to an email address dedicated to receiving public comments at PHComments@enfield.org by 5:00 p.m. September 30, 2020.
3. All public comments received are posted on the Town's website under Town Council.
4. The Town received 13 public comments on the proposed amendments to the Enfield Town Code, Chapter 30, Solid Waste and Recycling ordinance.

PUBLIC NOTICES

NOTICE TO CREDITORS

ESTATE OF Antoinette M. LaBrec (20-00303)

The Hon. Barbara Gardner Riordan, Judge of the Court of Probate, District of Tolland, Mansfield Probate Court, by decree dated September 22, 2020, ordered that all claims must be presented to the fiduciary at the address below. Failure to promptly present any such claim may result in the loss of rights to recover on such claim.

Arnaldo F. Rivera, Chief Clerk

The fiduciary is:
David M. LaBrec, 220 Skinner Hill Rd., Coventry, CT 06238
9/25/2020 6773701

NOTICE TO CREDITORS

ESTATE OF Richard Joseph Julian, late of Colchester (20-00247)

The Hon. John J. McGrath, Jr., Judge of the Court of Probate, District of Windham, Colchester, by decree dated September 22, 2020, ordered that all claims must be presented to the fiduciary at the address below. Failure to promptly present any such claim may result in the loss of rights to recover on such claim.

Kimberly C. Smith, Clerk

The fiduciary is:
Shadna Julian, 686 Manatee Bay Drive, Boynton Beach, FL 33438
9/25/2020 6773429

NOTICE TO CREDITORS

ESTATE OF Kannangath Narayan Kutty, AKA K. Narayan Kutty (20-00286)

The Hon. Barbara Gardner Riordan, Judge of the Court of Probate, District of Tolland, Mansfield Probate Court, by decree dated September 22, 2020, ordered that all claims must be presented to the fiduciary at the address below. Failure to promptly present any such claim may result in the loss of rights to recover on such claim.

Patrice Maycock-Lusa, Clerk

The fiduciary is:
CATHRYN-JEAN FLEMING, DIANA CONTI & TUNILA, LLP, 174 MERROW ROAD, TOLLAND, CT 06084
9/25/2020 6773739

NOTICE TO CREDITORS

ESTATE OF Linda J. Fravel, late of Windham (20-00267)

The Hon. John J. McGrath, Jr., Judge of the Court of Probate, District of Windham, Colchester Probate Court, by decree dated September 22, 2020, ordered that all claims must be presented to the fiduciary at the address below. Failure to promptly present any such claim may result in the loss of rights to recover on such claim.

Kimberly C. Smith, Clerk

The fiduciary is:
Joseph G. Meinam, 119 Gileory Drive, Wolcott, CT 06718
9/25/2020 6773482

TOWN OF ENFIELD LEGAL NOTICE

The Enfield Town Council will hold a PUBLIC HEARING on Monday, October 5, 2020 to allow interested citizens an opportunity to express their opinions regarding the PROPOSED AMENDMENTS TO THE ENFIELD TOWN CODE, CHAPTER 30, SOLID WASTE AND RECYCLING ORDINANCE. Due to the public health emergency, public speaking will be written testimony only and electors or taxpayers may submit written testimony stating name and address to PHComments@enfield.org by 5:00 p.m. Wednesday, September 30, 2020. Suzanne F. Olechnick, Enfield Town Clerk, September 21, 2020, 09/25/20 6772132

TOWN OF BOLTON, TAX COLLECTOR LEGAL NOTICE

Notice is hereby given to the taxpayers of the Town of Bolton that the taxes for the 2019 CI will be due and payable on July 1, 2020. The Tax Collector's office is located in the Bolton Town Hall, 222 Bolton Center Rd., Bolton, Ct, in the lower level.

We encourage taxpayers to use our online bill pay at bolton.gov/office.com. But payments can also be made by US mail (please send self-addressed stamped envelope if a receipt is requested), or through our drop slot at Town Hall. Please check our website for updates to the town's reopening procedures. Town Hall hours: Monday, Wednesday, Thursday 8:30-4:00, Tuesday 8:30-6:30 and Friday 8:30-1:00.

Please check the Town of Bolton website before coming to Town Hall to see if it is open to the public.

Payments must be received or postmarked by August 3, 2020 if your property is either escrowed or you are a landlord without an approved deferral application to avoid interest. All other payments must be received or postmarked by October 1, 2020. Interest at the rate of 1.5% per month will be charged for all taxes remaining unpaid. Interest starts accruing from July 1, 2020, the date the taxes became due and payable in all cases. Minimum interest charge is \$2.00 per bill.

Failure to receive a bill does not invalidate the tax or interest per CT State Statute.

Please visit our website for additional detail and FAQs at Bolton.gov/office.com. Lori Bushnell, CCMC Tax Collector, Town of Bolton, 06/25, 07/03, 07/24, 09/25/20 6703435

NOTICE TO CREDITORS

ESTATE OF GLEN ALFRED HARRIS, AKA GLEN A. HARRIS (20-0252)

The Hon. Sean Michael Peoples, Judge of the Court of Probate, District of Glastonbury, Hebron Probate Court, by decree dated September 22, 2020, ordered that all claims must be presented to the fiduciary at the address below. Failure to promptly present any such claim may result in the loss of rights to recover on such claim.

Alex M. LaValley, Assistant Clerk

The fiduciary is:
Mark T. Harris, c/o ANNEMARIE BURNHAM, JACONETTA, BURNHAM & WIMER, LLC, 2650 MAIN STREET, GLASTONBURY, CT 06033
John B. Harris, c/o ANNEMARIE BURNHAM, JACONETTA, BURNHAM & WIMER, LLC, 2650 MAIN STREET, GLASTONBURY, CT 06033
9/25/2020 6773743

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Real Estate

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Hartford Courant

**ENFIELD TOWN COUNCIL
MINUTES OF A VIRTUAL SPECIAL MEETING
TUESDAY, SEPTEMBER 8, 2020**

A Virtual Meeting of the Enfield Town Council was called to order by Chairman Ludwick on Tuesday, September 8, 2020. The meeting was called to order a 5:00 p.m.

ROLL-CALL – Present were Councilors Bosco, Cekala, Hemmeler, Kiner, Ludwick, Mangini, Muller, Riley, Sferrazza and Szewczak. Councilor Unghire entered at 5:04 and left at 6:56 p.m. Councilor Cekala left at 6:30 p.m. Councilor Kiner left at 7:24 p.m. 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; Police Captain Steven Kaselouskas; Deputy Director Economic & Community Development, Nelson Tereso; Director of Public Works, Donald Nunes; Director of Human Resources, Steve Bielenda; Deputy Director of Public Works, Jeffrey Leonowicz; Director of Development Services, Lauren Whitten; Chief Technology Officer, Paul Russell; Director of Social Services, Cynthia Guerreri

MOTION #5508 by Councilor Mangini, seconded by Councilor Szewczak to go into Executive Session to discuss Real Estate Negotiations and Pending Litigation.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5508** adopted 10-0-0, and the meeting stood recessed at 5:01 p.m.

EXECUTIVE SESSION

The Executive Session of the Enfield Town Council was called to order by Chairman Ludwick at 5:01 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; Director of Development Services, Lauren Whitten; Town Clerk Suzanne Olechnicki.

Chairman Ludwick adjourned the Executive Session and reconvened the Special Meeting at 6:15 p.m. and stated during Executive Session Real Estate Negotiations and Pending Litigation were discussed with no action or votes being taken.

NEW BUSINESS

MOTION #5509 by Councilor Szewczak, seconded by Councilor Mangini to approve the Consent Agenda.

- Transfer of Funds Youth Services Grant \$5,000
- Transfer of Funds Family Resource Center NCAA Grant \$7,039
- Authorize Town Manager Agreement – CT Office of Early Childhood

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5509** adopted 11-0-0.

APPOINTMENTS (TOWN COUNCIL)

NOMINATION #5510 by Councilor Szewczak to reappoint Kevin Mooney (R) to the Greater Hartford Transit District as an Enfield Representative for a term which expires 06/30/2024.

MOTION #5511 by Councilor Szewczak, seconded by Councilor Riley to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5511** adopted 11-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Kevin Mooney reappointed to the Greater Hartford Transit District by an 10-0-0 vote. Councilor Riley absent at the vote.

NOMINATION #5512 by Councilor Szewczak to reappoint Stephen Mitchell (R) to the Greater Hartford Transit District as an Enfield Representative for a term which expires 06/30/2024.

MOTION #5513 by Councilor Szewczak, seconded by Councilor Unghire to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5513** adopted 11-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Stephen Mitchell reappointed to the Greater Hartford Transit District by an 10-0-0 vote. Councilor Riley absent at the vote.

NOMINATION #5514 by Councilor Muller to appoint John F. Unghire, III (R) to the Enfield Board of Education for a term which expires 11/16/2021.

MOTION #5515 by Councilor Szewczak, seconded by Councilor Muller to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5515** adopted 11-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared John F. Unghire, III appointed to the Enfield Board of Education by an 9-0-1, with Councilor Unghire abstaining and Councilor Riley absent at the vote.

RESOLUTION #5516 by Councilor Mangini, seconded by Councilor Muller.

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 Transfers To Capital	

they were unaware that the cost of outfitting the police prisoner van would amount to \$19,000. He explained this van is specially outfitted to transport prisoners. He noted ultimately the prison transport van ended up costing \$48,000. He stated they found extra funding from the proceeds of auctions.

Councilor Szewczak stated she's glad to see they had available money in this account, which was supposed to be used for this purpose.

Councilor Bosco stated his belief they shouldn't be doing a transfer for this van. He noted if anything, they should have gone for a transfer for the additional monies for the upgrades to the prisoner van.

Mr. Bromson agreed and stated that's why when they came forward with it, he wanted to do due diligence and find out what occurred, and he's satisfied that staff acted with the best of intentions. He agrees that when they budgeted for a specific price, they should have come back then, and it wasn't done. He noted they came forward now and that's why out of an abundance of being transparent, he wanted everyone to know what occurred. He stated it has been made known that in the future, that is exactly what will happen.

Councilor Bosco responded he can't support this for that reason. He noted he supports the cause, but he can't support it the way it's written up. He stated in the end the numbers need to be where the numbers were supposed to be. He stated when people look at this in the future, they need to know how much that prisoner van cost.

Chairman Ludwick questioned specifically what the Youth Services van is used for and was informed its used for some of the youth programs put on by Youth Services.

Councilor Sferrazza agreed with Councilor Bosco as to how it should have been done, but at this point things are in place to fix it.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5517** adopted 9-1-0, with Councilor Bosco voting against the resolution.

RESOLUTION #5518 by Councilor Mangini, seconded by Councilor Muller.

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.

Mr. Bromson stated this is a new civilian position for a job that was previously done by a sworn police officer since they started CALEA over 20 years ago. He noted the Director of Human Resources prepared the job description with the Police Department.

Mr. Bielenda stated the Chief of Police is trying to establish a position, which deals just with maintaining CALEA accreditation along with other policies and procedures that need to be taking place. He noted the Chief of Police mentioned he really needs this position because of the new police accountability bill that just went to the State, where every town will have to follow some

CALEA-type certification. He noted the Chief stated for this budget year it would be cost neutral. As concerns the hourly rate of \$30, he noted the average range is \$32.90 for civilian positions.

Mr. Bielenda stated he did check with the union president to make sure there was no issue, and he was assured that as long as they keep staffing at 95 officers and there's no intention to reduce it, then they don't have an issues with bargaining unit work going to a civilian position.

Mr. Bromson stated his understanding this position will be posted, and Mr. Bielenda responded that's correct.

Mr. Bromson referred to Mr. Bielenda's conversation with the union president and the comment about having to keep staffing at 95 officers, and whether the Town Council's hands would be tied should the State's \$2 billion dollar deficit result in having to reduce the workforce. Mr. Bielenda stated no, they are not handcuffed by anything. He noted they always have the flexibility of expanding and contracting their workforce.

Captain Kaselouskas stated there are officers interested in joining and assisting in the accreditation process.

Mr. Bielenda stated his understanding that conceivably this position could melt away and be absorbed again within the Police Department. Captain Kaselouskas stated in the future the Council can decide if they wish to keep this as a part-time civilian position.

Mr. Bielenda noted this can be discussed in next year's budget.

Councilor Mangini questioned whether they've already hand-picked the officer who is going to fill this role. She noted currently they have retired officers addressing blight, and are they paid in line with what the CALEA position is going to pay. She wants to be sure they're fair across the board.

Mr. Bielenda stated this position is being compared to other similar positions within the State of Connecticut.

Mr. Bromson stated blight officers and the Zoning Enforcement Officer are paid \$20 per hour. He noted these officers work very hard, and they're former officers, detectives, and sergeants. He noted they generate hundreds of thousands of dollars in revenue. He went on to note they have not hand-picked an officer for this job because this job will be posted, and he will apply for it, and if he is the most qualified candidate, he will be selected. Mr. Bielenda stated by posting this job, anyone can apply for it, including the blight officers.

Councilor Mangini questioned whether Captain Kaselouskas is comfortable with the job description, and Captain Kaselouskas indicated the Police Department is comfortable with the job description.

Councilor Mangini thanked the Police Department for all their hard work.

Chairman Ludwick questioned whether this job was compared to civilian jobs, and Mr. Bielenda responded yes, and they did the comparison with Avon, East Hartford, Coventry, Manchester and Monroe.

Chairman Ludwick stated his belief \$30.00 per hour is a little high but understands this is what they need to do to keep accreditation.

Chairman Ludwick stated depending on what happens with the State deficit, it can't be guaranteed every year they'll be able to fund this. He questioned if this would result in freeing up a patrol officer to be out on patrol, and Captain Kaselouskas responded yes.

Chairman Ludwick requested a description of this job. Captain Kaselouskas responded it's an incredible amount of work involving policy formation and collection of data from all of the other accredited agencies throughout the country. Chairman Ludwick stated his understanding that they will also be setting up a succession plan. Captain Kaselouskas stated they already have that in place with at least two officers interested in assisting this position, as their schedules permit, so they can learn the accreditation process. He noted if this civilian position is cut in the future, he hopes to have these two officers in a position where they can take over this position.

Chairman Ludwick stated his belief taxpayers need to completely understand how much money the Police Reform Bill will cost. He noted they will be having a future discussion regarding body cams. He noted they should be tracking all these expenses that are being shifted to the municipalities.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5518** adopted 9-0-1, with Councilor Sferrazza abstaining.

RESOLUTION #5519 by Councilor Muller, seconded by Councilor Szewczak

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.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5519** adopted 10-0-0.

RESOLUTION #5520 by Councilor Muller, seconded by Councilor Mangini

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.

Mr. Bromson stated this is the final payment to pay this company. He noted there was an unexpected complication with a tank being found, and they had additional services. He stated the Town Attorney's office worked with the contractor, and they came to this agreement. He stated his belief it's a proper settlement for all parties involved.

Attorney Tallberg stated he wholeheartedly recommends approval of this resolution.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5520** adopted 9-0-0.

RESOLUTION #5521 by Councilor Muller, seconded by Councilor Szewczak

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.

Mr. Bromson suggested the Director of Public Works and Councilor Bosco provide more information to the public concerning this public hearing.

Councilor Bosco suggested posting changes on the Town's website.

AMENDMENT #1 by Councilor Muller, seconded by Councilor Szewczak to change the third and fourth paragraphs of the resolution to read as follows:

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 30, 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 October 5, 2020 in order to receive public comment.

Chairman Ludwick stated there will be a detailed discussion about changes at the September 21, 2020 meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **AMENDMENT #1** adopted 9-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5521** adopted 9-0-0, as amended.

RESOLUTION #5522 by Councilor Muller, seconded by Councilor Mangini

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 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.

Chairman Ludwick stated the waived amount is \$14,124.

Councilor Szewczak stated she will abstain since she knows the family.

Chairman Ludwick reminded the public that there is a Blight Review Committee, and the goal is to get properties in compliance. He noted the point is not to make money, but to address blight issues.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5522** adopted 8-0-1, with Councilor Szewczak abstaining.

RESOLUTION #5523 by Councilor Muller, seconded by Councilor Mangini.

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.

Chairman Ludwick stated the amount to be waived is \$38,349.

Ms. Purciello stated this property was foreclosed, and the bank did not secure the property until July 2nd, and they received a copy of the violation on July 6. She noted the bank immediately began addressing the blight issue, and they're looking to close on the property with new owners.

Councilor Szewczak clarified that the Town did not expend any time or services to incur the amount of this lien. Mr. Bromson stated this is a wonderful tool for the Town, and they're getting blight under control all over town. He noted for those people who are innocent, or come to terms with issues, keep things clean, or wish to place the property back on the tax rolls, they have the ability to do it. He noted in the past, the liens would have remained, the property couldn't be sold,

and those properties would have fallen in greater disrepair. He commended everyone for their work on this property maintenance ordinance.

Councilor Hemmeler stated her belief the Blight Board is a great service to neighborhoods. She noted there's always one house on a street or neighborhood that's not being maintained, and it brings down the whole street.

Councilor Bosco stated he wasn't going to support this until he learned the bank took responsibility as soon as they took the property.

Chairman Ludwick agreed with Councilor Bosco. He questioned whether a family or individual is purchasing this property and not another company. Ms. Purciello stated that was her understanding. Chairman Ludwick requested clarification that this is not a property transfer sale, and Ms. Purciello responded she does not believe so.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5523** adopted 9-0-0.

RESOLUTION #5524 by Councilor Muller, seconded by Councilor Mangini

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 the Lease.

Chairman Ludwick stated ERfC has done a nice job helping out Enfield's teachers. Mr. Bromson agreed, plus Town employees and residents as well. He noted this amendment does not change their rental obligation.

Chairman Ludwick commended Ms. Purciello for her work on this.

Mr. Nunes stated all staff came together to make this happen, and they were happy to help.

Councilor Mangini stated she's glad to see this partnership. She stated her understanding this amendment solely addresses the location, and Ms. Purciello responded that's correct.

Councilor Hemmeler commended this idea and for thinking outside the box, just like the Enfield Express.

Chairman Ludwick commended all staff for working together and thinking outside the box.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5524** adopted 7-0-0. Councilor Sferrazza absent at the vote.

TOWN ROOFS

Mr. Bromson stated the Joint Building Committee and Joint Facilities Committee have done remarkable work over the years, which it was hoped would lead to a referendum on roofs in addition to roads this year. He noted there were so many members, who worked so hard. He went on to commend and thank Councilor Szewczak for her tireless efforts, advocacy, and her expertise on this subject. He noted she puts in exhaustive efforts on the Town Council, this committee and all the other things she does with such professionalism, commitment and love of the town.

He stated Deputy Director of Public Works Jeffrey. Leonowicz worked with the committee and did an assessment on buildings and roofs, so they can have a long-range plan. He noted they've made remarkable progress all over town in those efforts.

Mr. Leonowicz presented the Roof Management Plan. He noted roofing is about a 25-year asset to a facility. He referred to the roofing condition analysis with ratings of excellent, fair and poor. He shared a chart showing the actual condition of 23 Town facilities, which are identified as priority targets depending on their programming, Town functions, or level of importance. He noted these buildings have a lot to do with day-to-day operation.

He stated in 2009, DPW assumed responsibility for all the Board of Education properties. He noted this amounts to 13 sites, totaling over one million square feet of building space. He stated out of that building portfolio, there's over one million square feet of roof on just those 13 properties. He noted the six elementary schools and the Eagle Academy account for 400,000 square feet of roofing.

Mr. Leonowicz stated right now, they are roofing at pre-referendum limits, and it's taking about three years to complete an elementary school. He explained each phase is impacted due to inflationary cost adjustments and mobilization, so their pre-referendum dollar doesn't always buy as much roofing as the year prior. He stated in their approach to the single CIP project model, it will take over 18 years to finish all the remaining elementary schools. He noted with this strategy, it's very difficult to dig out of the hole that they are in at the moment. He stated over the next 15 years, there's over \$21 million dollars of roof replacement needs. He noted the new high school is five years old, and in 15 years, that roof will be 20 years old, therefore, these are substantial roofing investments the town will have on the horizon.

He noted they looked at what is spent every year to fix leaks on poor roofs, and that cost is \$62,000 in direct costs to a vendor, and this doesn't include costs from leak damages, i.e., repairing the interior ceiling, replacing light fixtures, repairing alarm systems, etc.

Mr. Leonowicz stated he's proposing a very aggressive six years of construction to address priority targets. He noted multiple CIP roof projects per year will be running concurrently, so there will

be municipal facilities being invested in, whether its preservation or complete replacement as well as school facilities. He stated at the 20-year mark, Enfield is eligible for a State grant. He noted these grants would have to be targeted to be put into the sinking fund for the Board of Education. He stated the municipal facilities account will also be focused investment, and that account will be used to build up money for future roofing jobs, especially large municipal properties such as the Alcorn and Annex buildings.

Mr. Leonowicz stated in the initial construction year, there would be \$2.6 million dollars spent just for those Board of Education sites. He noted the construction year would be 2022. He stated all the school reimbursements would be funding the BOE sinking fund. He noted they would have to put cash up front and take the grant money from the state and set it aside to fund the next roof replacement. He noted they will also have to use some kind of steady catch-up allocations to the sinking fund to really get that money going. He stated there's a potential of \$9 million dollars in reimbursement from the State in six years. He noted from historical averages, the town gets about a 70% reimbursement.

Mr. Leonowicz stated with this aggressive approach by Fiscal Year 2030, there's the potential for a \$2 million dollar nest egg in the Board of Education sinking fund. He noted in this plan, they'd address over 436,000 square feet of roof, and that is a lot of roof in a very short period of time.

He stated the elementary school roofs are in that phase where it's not comfortable to invest in patching things, but rather roofs need replacement.

He stated municipal properties are a little easier. He noted with this year's budget, he has the ability to do some work at the central library and the senior center. He noted he's targeting the Enfield Police Department in 2022 for a full roof replacement. He noted in Fiscal Year 2023, he's suggesting some significant preservation of the Alcorn and Annex roofs. He stated there would be a partial roof replacement at DPW in Fiscal Year 2024. He noted they'd replace the Town Hall roof in Fiscal Year 2025 since it will be 20 years old.

He noted he's trying to save money for Phase I for Hazardville Memorial and Eli Whitney Schools.

Mr. Leonowicz explained why certain roofs have been chosen, their order of importance and funding alternatives.

He stated for FY21 \$8.4 million dollars of CIP was delayed from DPW proposed requests, \$2 million dollars of which was for roofs. He noted this was done to keep the mill rate flat in this fiscal year. He stated to address these, an increase of 2.92 mills was required. He went on to note that for FY22, the delayed CIP from FY21 combined with FY22 proposed CIP would see a total of \$16 million in requests. He pointed out this total doesn't include roofing items or the vehicle replacement program, and the vehicle replacement program would be delayed affecting the replacement of all Town vehicles, including EMS and EPD.

Mr. Leonowicz stated without increasing the mill rate for this aggressive roof plan, all other CIP projects will need to be delayed. He noted some of these projects are regulatory, State/Federal obligations. He stated FY21 partial funded CIP projects will not be completed.

Councilor Szewczak stated she was disappointed they didn't go to referendum. She noted this is just the tip of the iceberg on what needs to be done. She noted the amount of property that this town owns is overwhelming, as is the maintenance and things needing to be done.

Councilor Hemmeler thanked Councilor Szewczak for her hard work. She commended Mr. Leonowicz on his presentation. She requested this presentation be placed on the Town's website.

Chairman Ludwick questioned whether there's material that's environmentally friendly or preferred where the Town might get other grants. Councilor Szewczak stated when they use other materials, it goes against the amount the town gets back from the state. She noted the state is really specific with grants. Mr. Leonowicz agreed with Councilor Szewczak because the state has very stringent guidelines that have to be followed, and there's no wiggle room.

Chairman Ludwick stated hopefully the Town can go out for referendum next year. He questioned if they could build in \$2 million dollars as part of a referendum, so they can build up a sinking fund for future work. Mr. Bromson stated that can be looked into.

Chairman Ludwick thanked Mr. Leonowicz for a great presentation. He thanked Councilor Szewczak, other Councilors, the Board of Education, and the residents on the Joint Facilities Committee for their hard work.

Mr. Bromson thanked Mr. Nunes for his input and cooperation and for interviewing and suggesting hiring Mr. Leonowicz.

ADJOURNMENT

MOTION #5525 by Councilor Mangini, seconded by Councilor Szewczak to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5525** adopted 8-0-0, and the meeting stood adjourned at 8:08 p.m.

Respectfully submitted,

Suzanne F. Olechnicki
Town Clerk
Clerk of the Council

Jeannette Lamontagne
Secretary to the Council

Appended to minutes of
September 8, 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: 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

8/24/2020
Date:

APPROVED BY:  _____ Town Manager Date: 9/31/2020

**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

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 Guerreri, Director of Social Services

TOWN OF ENFIELD

TITLE: Civilian Accreditation Manager

SALARY RANGE: \$30/hr.¹

DEPARTMENT: Enfield Police Department

DATE: September 8, 2020

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

¹ This hourly rate is periodically subject to change as determined by the Town Council.

- 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 of 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.

**ENFIELD TOWN COUNCIL
MINUTES OF A SPECIAL MEETING
MONDAY, SEPTEMBER 21, 2020**

A Special Meeting of the Enfield Town Council was called to order by Chairman Ludwick on Monday, September 21, 2020. The meeting was called to order at 6:10 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; Deputy Director of Economic & Community Development, Nelson Tereso; Director of Public Works, Donald Nunes; Deputy Director of Public Works, Jeffrey Leonowicz; Assistant Director of Public Works, Kenneth Boulette; Director of Finance, John Wilcox; Chief of Police, Alaric Fox; Chief Technology Officer, Paul Russell

SOLID WASTE ORDINANCE

Mr. Nunes spoke about the municipal solid waste ordinance revision, and noted a public hearing is scheduled for Monday, October 5th.

He stated the future of municipal solid waste in Connecticut is not very good at this time. He noted in July 2020, Governor Lamont rejected a proposal to spend more than \$330 million dollars to upgrade MIRA. He noted short term options include renovating the Hartford plant, which Governor Lamont does not wish to do, or towns may have to start shipping their trash out of state. He noted if the Governor decided to renovate MIRA, it could produce tipping fees up to \$145 per ton. He noted the State of Connecticut currently has no significant in-state waste to energy capacity available. He noted there are also no municipal solid waste landfills in the state that are operational. He noted if exporting municipal solid waste is the only option, the market will be governed by transportation costs, in addition to tipping fees.

Mr. Nunes stated in 2016, Enfield was at \$61.72 per ton for disposal, and they took in approximately 13,600 tons, which amounts to approximately \$840,000. He pointed out in Fiscal Year 2020, that rate increased to \$73 per ton, and the Town has expended just over \$1 million dollars in costs just for disposal of municipal solid waste.

He stated in 2021, the Town's contract with USA Waste is \$80.50, and in Fiscal Year 2022, it's \$81.50, and in Fiscal Year 2023, it will jump to \$83.00

Mr. Nunes displayed a line graph showing municipal solid waste tonnage is increasing approximately 24.7% per year. He noted recycling data shows that in Fiscal Year 2016 and 2017, the Town was actually getting paid for recycling. He noted the Town earned \$87,000 in Fiscal Year 2016 and \$84,000 in Fiscal Year 2017. He noted the market fell out for that, and the Town has to pay to get rid of recycling. He stated the Town started at \$10 in 2018, and now they are at \$10.78 for FY21. He noted their goal is to produce more recycling, so they're only paying \$10.78, instead of the \$80.50, which they will be paying now. He stated with the municipal solid waste tonnage increasing, the Town's recycling tonnage has steadily decreased over the years. He noted

the goal is to increase recycling tonnage and divert more to recycling and take more away from municipal solid waste.

Mr. Nunes stated in the last five fiscal years, they brought in almost 10,000 tons of bulky waste and other materials to the transfer station for a cost of approximately \$1.2 million dollars.

He noted if the projections hold true and nothing is done about working toward the goal of diverting more towards recycling, the Town will be spending about \$1.5 million dollars just for municipal solid waste.

Mr. Nunes stated only the Town Council can amend or repeal the Solid Waste Ordinance. He then reviewed proposed revisions to the current ordinance as follows:

- Expanded on the definition of bulky waste
- Added a whole section about “collectors”
- Removed the commercial solid waste definition
- Defined a condominium unit
- Expanded the definition for solid waste deliveries
- Expanded upon curbside placement
- Expanded what a customer is
- Added what DEEP means for Department of Energy and Environmental Protection
- Expanded upon exactly what a disposal charge means
- Added a definition of a monetary fine or penalty
- Expanded upon what a generator means
- Clarified the hazardous waste definition
- Added a definition of the materials recycling facility
- Added a description of multi-family homes
- Removed municipal service agreement
- Added a definition of municipal solid waste
- Clarified what a plastic bag means
- Defined what a policy means
- Clarified the definition of recyclables
- Removed the definition of refuse collector
- Modified what residential waste means
- Expanded upon solid waste
- Added what a solid waste facility is
- Expanded on what a tipper barrel is
- Added a definition of town
- Added definition of transfer station
- Modified the warning definition
- Added what yard waste means

Mr. Nunes stated more notable changes in the revisions to the current ordinance include incorporating flexible policy references to address disposal facility contract changes.

Mr. Nunes stated one tipper barrel for trash will be collected per week at no charge, and a maximum of up to three additional gray tipper barrels per residence will be available for an annual fee to be established by the Director. He noted they will limit the maximum size of all tipper barrels to be 96 gallons. There will be no extra bags or items collected outside of tipper barrels after holidays. Tires are no longer accepted.

He noted other changes include tipper barrels not having any obstructions within three feet in any direction. He stated the Director of Public Works may direct placement of tippers for safety or efficiency. The contents of all tipper barrels must be completely contained inside the barrels with the lid securely closed. Tipper barrels not secured will not be collected.

Mr. Nunes stated as concerns yard waste, up to two brown tipper barrels will be collected per week per residence at no charge. A maximum of up to two additional brown tipper barrels per residence will be available for an annual fee to be established by the director. Yard waste in barrels will have nothing greater than three inches in width and nothing longer than three feet. During spring collection, there can be three brown tipper barrels collected per week without an additional annual tag required.

He stated the Director of Public Works will establish a leaf collection schedule. During the leaf collection, up to 45 degradable leaf bags and unlimited weekly brown tipper barrels will be accepted.

As concerns implementation, Mr. Nunes stated the first step will be to revise and accept the ordinance. He noted the next step will be educating, which will take approximately four weeks of increased inspection of tipper contents, tagging and reporting results and placement issues. He stated the next step will be implementing the primary tag system on gray tippers, and that will take about six to eight weeks.

Mr. Nunes stated questions about the ordinance will be by written testimony only and may be submitted by stating name and address to phcomments@enfield.org by 5:00 p.m. on Friday, September 30, 2020.

Mr. Boulette stated a lot of time has been put into this effort. He noted this is an effort to control costs. He stated his belief the latest contract was fair in pricing because a lot of other communities are paying a lot more to get rid of their solid waste.

Councilor Bosco stated the Committee has been working on this for over a year with countless hours and meetings. He noted he has heard people suggesting the Town use private contractors, so staff checked to learn what towns are paying for private contracting for solid waste, and it ends up slightly more for the Town to provide this service. He went on to note that through the years in negotiations with DPW and different employee unions, they had everyone cross-trained, which allowed them to take people from other departments to do plowing and other tasks. He stated in the end, it's actually less costly for the Town, so they don't have to pay for subcontractors when there is a problem. He noted when towns go with a private contractor, they get one tipper barrel, and if they want more tipper barrels, they have to pay, therefore, this is more or less a hybrid of

private and public. He noted this is modeled similar to a privatization of trash by using Town employees, and this is how they can keep the price down.

Councilor Mangini stated she was on this committee, and they worked very hard to come forward with recommendations. She stated Hazardville has a real issue with leaves in the fall season. She noted one brown tipper barrels isn't enough. She stated there's no allowance for people to use brown paper bags. Chairman Ludwick stated during the fall leaf season 40 degradable leaf bags and unlimited weekly brown tipper barrels will be accepted.

Councilor Mangini questioned if there's a time limit. Mr. Bromson stated people will be alerted about the timeframe.

Councilor Szewczak stated most private trash haulers won't even pick up yard waste, and the Town of Enfield picks up everything. She noted when there are storms, the Town will do what it normally does and make accommodations for the people. She noted the ordinance currently allows for 40 bags. She stated the Town saved a lot of money in workers' comp claims when they went with tipper barrels.

Councilor Bosco stated Enfield does have some businesses in Enfield that are putting out 10 to 13 barrels, and there are some residences doing the same. He noted this ordinance will address that issue, so they can bring down the tonnage.

Councilor Unghire questioned what happened to the industry because at one point all the recycling for the Town of Enfield was generating revenue, and then it flipped. Mr. Boulette stated a lot of it has to do with things being remanufactured with China, and the market is flooded with recyclables, especially a lot of cardboard and paper products relating to Amazon. He noted he spoke to another community, and they're paying a lot more to get rid of recyclables. He stated the Town is saving almost \$70 per ton in tipping fees by having things go into recyclables instead of the trash.

Councilor Unghire questioned if residents are limited to one gray tipper barrel. She questioned the possibility of having two gray and two brown tipper barrels, which she believes is more reasonable.

Chairman Ludwick stated his impression that they're trying to mimic what the private sector is doing.

Councilor Bosco stated during the holidays people can have the second tipper barrel.

Councilor Cekala noted the importance of educating people about the amount of money Enfield could save, and this will help people accept any type of change in the ordinance. She noted this has to be publicized extensively.

She questioned whether there was any discussion about more than one recycling bin at no cost. Mr. Boulette stated a lot of residents have more than one recycling barrel, and they're more than willing to give more recyclable barrels. He agreed about the education aspect.

Councilor Sferrazza stated his understanding that if a resident wants a second gray barrel, they must pay a fee for just the barrel itself, and Mr. Boulette responded yes.

Councilor Sferrazza stated when the Director of Public Works sets the fee for tipper barrels, is he regulated by any constraints that he can only raise it enough to keep pace, or is it unlimited, and is there anything in the ordinance that addresses that. Mr. Boulette responded there's nothing at this time. Mr. Bromson stated it will be regulated by the public outcry to the Council if it goes too high.

Councilor Riley questioned if it's an annual fee for an extra gray barrel, and you already have two, are you grandfathered in, or does a person have to pay that annual fee, and what if the person wanted the one extra barrel for holidays, and does the annual fee have to be paid if a person only uses it for holidays. She questioned if they want to push recycling more, are they going to expand the recyclable list to include more items that can be recycled.

Mr. Boulette indicated he will provide answers to Councilor Riley's questions.

Chairman Ludwick stated his belief it will be hard to regulate in the case of someone who says they're only going to use a second barrel once a year. He recommended providing a second blue barrel for free, but if a person wants a second gray barrel, they pay the fee. He questioned the possibility of challenging the community to get to a certain savings and provide a way to show people a tangible way to track savings.

Mr. Boulette stated they're still planning to run the leaf season as was done in previous years, so they won't be limiting brown barrels.

DISCUSSION RE: CAMERAS

Mr. Bromson stated Chief Fox previously requested body cams and upgrades to the in-car camera system. He noted because of the Covid pandemic, everything was held at a zero. He noted the new cars are being outfitted with the in-car camera system. He stated the national debate has been focused on this, and these systems are now mandated by the Legislature. He pointed out Chief Fox has been forward thinking and already did a lot of the work, therefore, it was much easier for him to then fine-tune it and go to vendors to come up with firm numbers for consideration. He stated the Director of the Finance will find the money, either in the fund balance, through lease packages, or fund this over a number of years. He noted he will not say it's a completely unfunded mandate, but for the most part it is. He stated the Town is committed to this, and it is imperative for the safety of citizens and officers.

He noted this past summer the General Assembly passed Public Act 20-01, which is police accountability legislation.

He noted in June of this year, he came before the Council when there was a lot of discussion about two areas in particular. He stated one had to do with Governor Lamont's Executive Order #8 that came out in June of 2020, and the Enfield Police Department was already in compliance with everything in the Governor's executive order, except for the body cam requirement.

Chief Fox stated the Public Act passed in July requires all law enforcement officers must make use of dashboard cameras in the patrol vehicles and body-worn cameras.

He noted Enfield was in front of the in-car requirement about ten years ago, but those cameras need a complete overhaul amounting to 35 in-car cameras, as well as 100 body-worn cameras. He stated all vendors were given those parameters, and all vendors were told cloud storage is required. He noted cloud storage in the long haul is safer, more effective, and less expensive in the long haul.

Chief Fox stated it's necessary that every officer have their own body-worn camera because the camera charges when it is not in use, and because the given camera ties to a given account that feeds into the storage. He noted it would be unworkable to have one camera swapped between officers.

He stated they looked at five vendors – Axon, Panasonic, WatchGuard, Getac and Safety Vision. He noted while Axon's price is the highest, this is where they see some apples and oranges difference. He noted Axon's overall package also includes the taser package. He noted Enfield is spending \$22,000 annually for the cartridges, training, and carry cartridges for the officers for their electronics defense weapons. He noted additionally, they have a number of tasers that are currently out of warranty, and to get those under warranty would be another \$50,000. He stated they'd need another \$13,000 in 2021 for the units expiring at that point.

Chief Fox spoke about the OPM reimbursement formula. He noted currently OPM is working under an older grant. He noted that package currently has a balance of about \$500,000, and OPM is providing a 50% reimbursement rate as long as that money lasts. He stated that's 50% of first year storage and the acquisition costs in the first year. He noted after that, when the equipment is acquired, there are no expenses in years 2 onward, but they do have the cloud storage expenses from years 2 onward. He noted he learned from someone at OPM that although they haven't had a lot of requests, there have been a lot of phone calls for information.

He stated under the new Public Act, OPM provided additional funding, however, that funding is at a 30% reimbursement rate, unless a town is a distressed municipality, and Enfield is not a distressed municipality. He stated if Enfield moves in the future on this, with the same level of reimbursement, it is for all acquisition costs suffered in the first year and for first year storage. He noted after that, the cloud storage expenses are the town's responsibility.

Chief Fox stated he can't be certain what money is going to be available, nor can he be certain what OPM is going to fund in the future. He noted what OPM has funded previously under the first grant has been approximately \$144,000 per town, so that would come off the overall costs.

He noted the time has not just come for this discussion, but the time has actually been mandated. He feels they are at a point where he believes he has done the requisite background work for the Town Council to either ask questions or begin to contemplate the direction they wish to go in this regard.

Mr. Bromson stated he would like the Chief of Police to make his recommendation because he has offered five options, and he believes there are really only two, and one is preferable. He noted it's nice when there's one vendor, who does it all. He stated if there can be a consensus this evening, they could hear from the Director of Finance at the next meeting regarding funding.

Chief Fox stated the Axon product is the superior product.

Councilor Muller questioned if this syncs with the cruiser camera as well, and is there enough storage data, and how long do they have to keep the data.

Chief Fox stated if they go with one vendor for the body worn camera and cruiser camera, they would all sync with one another. He noted the Axom product had a number of additional bells and whistles to insure that syncing. As concerns storage, the Town can set the policy to be anything less than one year, and the norm is in the category of 30, 60 or 90 days.

Councilor Sferrazza stated he personally has a host of problems with the Police Accountability Bill the way it was presented. He wants residents to be assured that the Enfield Police Department took it upon itself in 1996 to incorporate cameras as well as being CALEA accredited. He pointed out this isn't a reaction to something that has been going on recently. As concerns picking the more expensive vendor, he noted this system will record when an officer unholsters a taser, deploys a taser and for how many seconds the taser is deployed. He noted that data is very important regarding internal affairs complaints, i.e., an alleged excessive force complaint. He stated they also should factor in they won't have to replenish the taser budget each year at a cost of \$85,000. He noted there's a return on this investment.

Councilor Sferrazza stated these videos will be subject to FOI, and the Police Department has to provide that video if someone wants to see the video tape.

He questioned if the police staff support this, and Chief Fox indicated they do strongly support this.

Councilor Sferrazza questioned the policy as to how these body worn cameras will be used. Chief Fox indicated there's a state-wide model policy being reviewed.

Councilor Riley stated her understanding 100 body worn cameras are needed, however, she doesn't believe they have 100 officers out on patrol at the same time. Chief Fox stated there are 95 officers, and everyone has their own camera. He noted Chiefs of Police wear a body worn camera as well. He noted five cameras would act as spares when cameras go down.

Councilor Mangini stated she trusts Chief Fox's judgement because he does an exceptional job with the Enfield Police Department and Enfield police officers are stellar. She requested clarification in that Axon is the vendor being recommended, and it's \$251,494 per year average, and Chief Fox responded that's correct. Councilor Mangini questioned what's currently available in the budget to help with this cost. Mr. Bromson stated the Police Department does not currently have money in their budget for this. He stated the Director of Finance will have resolutions for

Council perusal at the next meeting. He added the Town certainly has resources available to fund this.

Councilor Mangini questioned how quickly this funding is needed, and Chief Fox responded not tomorrow, but they do need to begin this discussion.

Councilor Mangini questioned if they can get more detail from the state regarding numbers as to what percentage they will help fund this. Mr. Bromson stated the Chief of Police will make inquiries about that. He noted they will apply for the most they can get.

Chief Fox stated because OPM will reimburse at either the 50% or 30% rate of the first year acquisition costs, if they frontload the acquisition costs into the first year, that's going to cost the Town a large amount of money in the first year, but they will increase the reimbursement amount from OPM. He noted if they keep it at \$251,000 per year, they're lessening the first-year expense, but they're lessening their potential reimbursement from them as well. Mr. Bromson stated they will provide input from the Director of Finance on that.

Councilor Mangini thanked Chief Fox for a superb job with the Enfield Police Department and all of the officers.

Councilor Hemmeler stated her understanding the Enfield Police Department will need an employee to do FOI requests and maintenance of the cameras. She questioned whether that can be a civilian position, so it will be less costly. Chief Fox noted that would be ideal.

Chairman Ludwick questioned what happens if an officer turns off their camera if for example they are just stopping for a coffee, and they forget to turn it back on and something happens. Chief Fox stated the standards for when it must be on and off are very clear under the policy. He noted there isn't a specific policy exception for the "I forgot" situation.

Chairman Ludwick adjourned the Special Meeting at 7:19 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, SEPTEMBER 21, 2020**

Before the Regular Meeting was called to order Chairman Ludwick read a proclamation designating September 17-23, 2020 as Constitution Week in the Town of Enfield.

A Regular Meeting of the Enfield Town Council was called to order by Chairman Ludwick on Monday, September 21, 2020. The meeting was called to order at 7:23 p.m.

PRAYER – The prayer was given by Councilor Riley

PLEDGE OF ALLEGIANCE – The Pledge of Allegiance was recited.

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; Deputy Director of Economic & Community Development, Nelson Tereso; Chief Technology Office, Paul Russell; Director of Finance, John Wilcox; Chief of Police, Alaric Fox

FIRE EVACUATION ANNOUNCEMENT

Chairman Ludwick made the fire evacuation announcement.

MOTION #5526 by Councilor Mangini, seconded by Councilor Riley to accept the minutes for the June 22, 2020 Special Meeting, July 6, 2020 Special Meeting, August 3, 2020 Special Meeting and August 17, 2020 Special Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5526** adopted 11-0-0.

SPECIAL GUESTS

There were no special guests this evening.

PUBLIC COMMUNICATIONS

Marie Pyznar, 25 Roy Street

Stated it is wonderful to be back at 7:00 and in Council Chambers. She noted she is thrilled to be here, and she wished to congratulate Mr. Bromson on his retirement. She stated he has done a great job for this town, and she wishes him a very happy and healthy retirement.

COUNCILOR COMMUNICATIONS AND PETITIONS

Councilor Szewczak stated her belief the Town has done a great job keeping citizens informed.

Councilor Unghire stated she is glad to be back in the Council Chambers, and she complimented Building & Grounds, Mr. Bromson, Deb McCarthy and Kasia Purciello for the great job they did in the Council Chambers because it looks wonderful.

Councilor Mangini thanked staff for allowing this opportunity to have an open meeting. She noted they did a great job.

She thanked Chairman Ludwick for his proclamation on behalf of the Daughters of the American Revolution. She noted this week is very precious as Constitution Week, and in light of the fact that they have lost a great constitutional lawyer, Supreme Court Judge Ruth Bader Ginsburg.

Councilor Sferrazza stated Enfield prevailed as well as any town could have during the pandemic. He thanked the Town Manager, Christopher Bromson, and Town of Enfield staff for doing the best they could, and they did a tremendous job of moving this town forward.

Councilor Muller stated on Monday, September 14th there was a groundbreaking ceremony at JFK Middle School. He noted they are currently working on the media and telecommunication packages.

MOTION #5526A by Councilor Muller, seconded by Councilor Mangini to suspend the rules to move to Miscellaneous Items A1, A2, E, F, G, H, I and J.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5526A** adopted 11-0-0.

TOWN MANAGER REPORT & COMMUNICATIONS

Ms. Purciello stated the Town was recently notified by the Secretary of State's Office that the Town Hall will be receiving another ballot box. There is also a ballot box in the outside lane of the Enfield Express, and the other one was installed at the Enfield Public Library. She noted all locations are monitored by cameras. She stated for those who have submitted applications, absentee ballots will be mailed out the first week in October.

She stated a few weeks ago the Town issued an RFP for environmental site remediation of hazardous waste building materials at the Eversource property on North River Street. She noted last week she and Nelson Tereso visited that site for a project presentation by the five firms that responded to the RFP, and those contractors have until October 8th to submit their final proposal. She stated two days later she and Mr. Tereso had a tour of the building across the street from the Eversource property with a prospective developer, who specializes in adaptive re-use of old buildings. She noted this developer is very interested to see the outcome of the Eversource property because if anything is done at this building, they will require some parking.

Ms. Purciello stated the Senior Center will be opening October 5th. She noted they did receive guidelines from the State as to how they should reopen, and they are taking a lot of precautions. She stated a schedule of programs will be coming out soon.

Mr. Bromson stated the Town of Enfield has the greatest team from all the employees to directors. He noted all central workers came to Town Hall throughout the pandemic, but they also reopened at the earliest date the Governor allowed, which was May 20th. He noted they never missed a beat. He stated the proudest legacy for him is the incredible directors, deputy directors, supervisors, and each and every other employee of this Town, and he feels they are second to none, and they did not let the residents down. He went on to note they were planning things before the pandemic, i.e., the Farmers' Market was old and antiquated, and it needed a facelift. He stated last year, before the pandemic, they put a working group together to learn how they could revitalize a Farmers Market. He noted it was decided to hold the Farmers Market on Sundays on the Town Green from 10:00 a.m. to 1:00 p.m., and then COVID came, but they never gave up, and they hoped the Governor would give them an exemption for markets, and he did. He stated they had about 25 vendors, who said they'd come when they opened July 29th, and they all came. He noted each and every Sunday since then, it has grown. He pointed out last Sunday, they had 65 vendors, and yesterday they had 80. He feels this is one of the largest, most successful Farmers Markets in the whole northeast. He thanked all the visitors for visiting this Farmers Market. He noted everyone wore a mask, and no one was belligerent, and everyone did social distancing. He stated they are already planning for next year, and some vendors would like to continue throughout the winter, and they are looking into that. He stated this is a testament to the team they have in place, and the Council's support. He noted the Council supports Town employees at every turn, and employees know that, and the Council never misses an opportunity to thank them whether it's the police, EMS, or Building & Grounds, the opening of the schools, the custodians, who clean and make it safe for children to return, as well as the remarkable job that they did in two days to open for ERFC at the Annex.

Mr. Bromson stated they had a sell out on the garden plots that they doubled in town. He noted they are looking for some other areas in town that would be a good location for a garden plot.

Councilor Unghire questioned if a Councilor, who is watching the meeting online, can text a question. Mr. Bromson stated that is a great idea.

Councilor Muller stated Mr. Bromson being an exceptional leader makes the difference.

TOWN ATTORNEY REPORT & COMMUNICATIONS

Attorney Tallberg stated his office is very busy, and many of the items on the agenda did pass through his office.

REPORT OF SPECIAL COMMITTEES OF THE COUNCIL

Councilor Szewczak stated the Henry Barnard roof work went forward in August and they completed the roof before school started. She thanked the members of the committee who met the second and fourth Thursday of the month all through the COVID period, and they met every week in August to get the roof done.

Mr. Tereso stated they received an offer for this property for \$99,900, which was the asking price. He noted one of the owners of South River Realty LLC lives on South River Street and has a vested interest in acquiring this property. He stated this will be the seventh property he has acquired in that neighborhood. He is looking to redevelop this site in the long-term to be a multi-family, and he could potentially in the future join some of these lots if there's a train station and perhaps look at more intense use of Enfield Development. He noted at this point he is just looking at this for a real estate investment, but he is looking at the long-term redevelopment of the site.

Mr. Tereso stated this person is a town of Enfield resident, and he is satisfied with who is purchasing the property.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5528** adopted 9-0-1, with Councilor Mangini abstaining.

RESOLUTION #5529 by Councilor Muller, seconded by Councilor Riley.

WHEREAS, the Town and State of Connecticut acting by the Department of Economic & Community Development will enter into the Assistance Agreement whereby the State hereby agrees to provide financial assistance to the Applicant for the Project in the form of a Historic Preservation Enhancement Grant in an amount not to exceed \$20,000.

NOW, THEREFORE, BE IT RESOLVED, that the Enfield Town Council authorizes the Town Manager to sign the Assistance Agreement with the State of Connecticut acting by the Department of Economic & Community Development.

Mr. Bromson commended and thanked Mr. Tereso for this accomplishment and for his pursuit of funding. He noted he is a tireless worker.

Mr. Tereso explained this grant is supposed to be used to hire a consultant just to prepare an Enfield Historic District Handbook.

Mr. Bromson stated a lot of hard work is done behind the scenes to make these things come to fruition.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5529** adopted 10-0-0.

RESOLUTION #5530 by Councilor Muller, seconded by Councilor Cekala.

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 93-383, as amended; and

WHEREAS, in accordance with the CARES Act, funds are being distributed under the Community Development Block Grant (CDBG) program to assist individuals and families in the prevention

and spread of COVID-19 and to facilitate assistance to eligible communities and households economically impacted by COVID-19; 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 up to \$250,000 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 RESOVLED 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 \$250,000.00 is hereby approved, and that the Town Manager 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 is a pass-through to the Enfield Food Shelf. He noted Mr. Tereso sought out this funding, and he commended him for finding this funding.

Mr. Tereso stated this was a special announcement over the summer regarding CDBG COVID relief money. He noted he originally looked at this money for the Enfield Express because that facility provides a safe, convenient, contactless drive-through service in response to COVID. He noted a few weeks ago, he learned that the Enfield Food Shelf has been open for its 1,878 customers over this past year, and they have had some serious shortages. He noted they are at 55% from where they were last year in terms of donations, and at zero this year regarding donations from fundraising because all their activities have been cancelled due to COVID. He noted this funding would be helping the Enfield Food Shelf.

Councilor Mangini stated the Enfield Food Shelf is hurting badly right now, and she thanked Mr. Tereso for his hard work on behalf of the Food Shelf.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5530** adopted 10-0-0.

RESOLUTION #5531 by Councilor Muller, seconded by Councilor Cekala.

WHEREAS, the Town Council and Board of Education adopted a Facility Use Policy for the use of schools and Town-owned facilities July 7, 2008; and

WHEREAS, due to the COVID-19 pandemic, the Town of Enfield wishes to limit the use of town-owned facilities to ensure the safety of our staff and students; and

NOW, THEREFORE, BE IT RESOLVED, due to the COVID-19 pandemic, the Town Council hereby suspends the Facility Use Policy and use of Town owned buildings until further notice for all outside agencies.

Mr. Bromson stated everyone involved agrees they should hold off on allowing outside use of schools and Town-owned facilities. He noted they will hold off renting to outside groups until they believe it is prudent to do so.

Ms. Purciello stated she asked Mark Gahr to investigate what other towns are doing, and he found neighboring towns are not allowing any outside groups to use their facilities. She noted if such groups were to use the buildings, it would be necessary to sanitize everything afterwards to keep students, staff and everyone safe.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5531** adopted 10-0-0.

RESOLUTION #5532 by Councilor Mangini, seconded by Councilor Riley.

WHEREAS, the Capitol Region Emergency Services Team (CREST) has served as the Tactical Services Unit for multiple municipal police departments in the greater Hartford region since approximately September 19, 2000, under a Mutual Aid Compact executed by the original communities, and addendum agreements completed by supplemental departments; and

WHEREAS, the Enfield Police Department has served as a member of the Capitol Region Emergency Services Team (CREST) since at least December 2007 when Enfield Police Department personnel were first assigned to this function; and

WHEREAS, a recent check of the relevant files was unable to locate a copy of this MOU as having been executed by the Town of Enfield; and

WHEREAS, the Town of Enfield is desirous of continuing this mutually beneficial relationship with the Capitol Region Emergency Services Team.

NOW, THEREFORE, BE IT RESOLVED, that the Town Council does authorize the Town Manager, Christopher Bromson, to execute the attached Memorandum of Understanding agreement on behalf of the Town of Enfield.

Chief Fox stated the Enfield Police Department believes they are a member of the CREST team, and he believes CREST believes the Enfield Police Department is part of the CREST team. He noted a review of the files cannot find the executed document.

Mr. Bromson stated he has a vivid memory that this was done. He noted they do update these MOU's from time to time, and they must be revised, therefore, it is good this is revisited. He noted this is a great joint venture, and Enfield works well with their colleagues in the State, Federal and local system in many other ways. He pointed out Enfield has six highly trained officers involved in this specialty. He noted this is invaluable and has saved lives and will help the town in the future.

Chief Fox explained if the public calls the police, these are the people that the police call. He noted they would be very hard pressed to perform to the level they perform at were it not for CREST and metro traffic services and some of the other regional approaches. He noted this document continues the relationship with CREST.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5532** adopted 10-0-0.

RESOLUTION #5533 by Councilor Muller, seconded by Councilor Unghire.

WHEREAS, the Adult Day Center ceased operations on March 31, 2020; and

WHEREAS, the current lease dictates that six months from the time the building ceases to operate as an Adult Day Center, the lessee shall demolish the building and restore it to its original condition; and

WHEREAS, September 30, 2020 will be six months past the day that the building located at Beech Road ceased existing as an Adult Day Center; and

WHEREAS, the Enfield Housing Authority and Town of Enfield require a 6-month extension of the contract to further discuss reuse of the building.

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

Mr. Bromson stated his belief it would be short-sighted to eliminate the space. He noted perhaps over the next six months they might be able to find a need for it.

Ms. Purciello stated the Enfield Housing Authority agrees with the language in the resolution.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5533** adopted 10-0-0.

PUBLIC COMMUNICATIONS

There were no comments from the public.

COUNCILOR COMMUNICATIONS

Councilor Muller stated on Saturday, October 3rd, ERFC is having a farm-to-table dinner on the Town Green. Tickets are available at erfcinc.org

Chairman Ludwick thanked all Councilors for their work in their subcommittees. He noted everyone, including town and school staff, have worked together through the pandemic, and they never stopped as a town.

ADJOURNMENT

MOTION #5534 by Councilor Riley, seconded by Councilor Mangini to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5534** adopted 10-0-0, and the meeting stood adjourned at 8:20 p.m.

Respectfully submitted,

Suzanne F. Olechnicki
Town Clerk
Clerk of the Council

Jeannette Lamontagne
Secretary to the Council

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

Resolution authorizing the Town Manager to sign the School Readiness Grant Application to be submitted to the Connecticut Office of Early Childhood for September 2020-June 2021

WHEREAS, The Office of Early Childhood has released the Request for Proposal for September 2020-June 2021 for the School Readiness Grant and the Quality Enhancement grant which requires signatures by the Town Manager and Superintendent of Schools

WHEREAS, Enfield is eligible to receive funding in the amount of \$208,227.04 for School Readiness slots, \$3,881 for Quality Enhancement funding, and \$10,411 for Administrative funds

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, Inc. and to affix the Corporate Seal.

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

Resolution Authorizing the Town Manager to Sign the Assistance Agreement with the State of Connecticut Acting by the Department of Economic & Community Development

WHEREAS, the Town and State of Connecticut acting by the Department of Economic & Community Development will enter into the Assistance Agreement whereby the State hereby agrees to provide financial assistance to the Applicant for the Project in the form of a Historic Preservation Enhancement Grant in an amount not to exceed \$20,000.

NOW THEREFORE BE IT RESOLVED, that the Enfield Town Council authorizes the Town Manager to sign the Assistance Agreement with the State of Connecticut acting by the Department of Economic & Community Development.

**CENTRAL FILE
ROUTING SHEET**

ATTACHED ORIGINAL DOCUMENT, SIGNED BY BOTH PARTIES
FORWARDED FOR FILING IN TOWN MANAGER OFFICE

<u>THIS SECTION FOR FORWARDING DEPARTMENT USE ONLY</u>	
<u>TITLE OF DOCUMENT:</u>	Amendment to Lease (Adult Day Center Building – Beech Rd)
<u>VENDOR/LESSEE:</u>	Enfield Housing Authority
<u>DESCRIPTION OF DOCUMENT:</u>	6 month extension of lease on ADC building (Beech Road) until April 1, 2021.
<u>TERMS:</u>	Expires 4/1/21
<u>AUTOMATIC RENEWAL DATE:</u>	N/A
<u>DEPARTMENT:</u>	Town Manager's Office
<u>START DATE:</u>	October 1, 2020
<u>EXPIRATION OF DOCUMENT:</u> (if applicable)	4/1/2021
<u>CAN THE AGREEMENT BE EXTENDED?</u>	N/A – this is an amendment
<u>RECOMMENDED RETENTION:</u>	

<u>THIS SECTION FOR TOWN MANAGER'S OFFICE USE ONLY</u>	
<u>DOCUMENT RECEIVED:</u>	
<u>ASSIGNED RETENTION:</u>	

10/31/2006
Revised 2010-03

AMENDMENT TO LEASE

The Enfield Adult Day Care Center Lease between the Enfield Housing Authority (Lessor) and the Town of Enfield (Lessee) dated April 25, 2016 is amended as follows:

Section 4. **USE OF PREMISES.** The third sentence is deleted and replaced with "In the event that the premises ceases to be used for this purpose, and a mutually agreeable suitable re-use is not found by the Lessee, the Premises will revert to Lessor, and at the sole discretion of the Lessor, which discretion must be exercised no later April 1, 2021, the Lessee will demolish the building, remove and properly dispose of all debris, and restore the property to its original condition in accordance with the definition of "restored to its original condition" in paragraph 2 of the Lease."

All other terms and conditions of the Lease shall remain in full force and effect.

Dated this 22 day of September 2020.

Enfield Housing Authority

Town of Enfield

by: Scott C. Bertrand
Scott C. Bertrand
Its Executive Director

by: Christopher W. Bromson
Christopher W. Bromson
Its Town Manager

K:\Social Services\Adult Day Center\Lease 2016\Lease amendment, section 4 only, draft 3, 8-13-2020

McCarthy, Debra

From: noreply@civicplus.com
Sent: Wednesday, July 22, 2020 6:24 PM
To: McCarthy, Debra
Subject: Online Form Submittal: Application for Vacancy on Boards, Agencies & Commissions

Application for Vacancy on Boards, Agencies & Commissions

Date	7/22/2020
First and Last Name	Robert Hendrickson
Address	23 Harvest Rd
City	Enfield
State	Ct
Zip	06082
Phone Number	8606989331
Second Phone:	8603726018
Email	rhendrickson26@cox.net
Occupation	Sales Distributor
Occupation Phone Number	8603726018
Party Affiliation	Republican
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:	I am currently an <u>alternate</u> on this commission and would like to be a seated commissioner.
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:

IWWA alternate since February 2019.

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

I have not missed a meeting since appointed.

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: Dane Thorogood <dane@thorogoodelectric.com>
Sent: Tuesday, August 25, 2020 2:09 PM
To: McCarthy, Debra
Subject: Resignation

Good Afternoon,

It is with regret I would like to inform you all, Ive not been able to fulfill my duties with the appointed position. I was honored that you chose me for such a position, however due to personal and professional conflicts I have not been able to do my fair part. At this time please respectfully accept my resignation.

Thank you for the opportunity...hopefully I can be an active participant in the future & would be interested in any continuing Ed workshops.

God Bless America
Be safe

Best,
Dane Thorogood
Thorogood Electric LLC
Enfield, CT 06082
860-836-5991

McCarthy, Debra

From: Jacob Nadeau <Jacob.c.nadeau@outlook.com>
Sent: Friday, August 21, 2020 4:41 PM
To: McCarthy, Debra
Subject: Resignation

Hello Deb,

Good news and bad news.

Good News - I bought my first house!

Bad News - It is in Ellington, so I will need to step down from the Beautification Committee, Economic Development Committee, and Historic District Committee

Thank you,

Jacob Nadeau

Sent from Mail for Windows 10

McCarthy, Debra

From: Jacob Nadeau <Jacob.c.nadeau@outlook.com>
Sent: Friday, August 21, 2020 4:41 PM
To: McCarthy, Debra
Subject: Resignation

Hello Deb,

Good news and bad news.

Good News - I bought my first house!

Bad News - It is in Ellington, so I will need to step down from the Beautification Committee, Economic Development Committee, and Historic District Committee

Thank you,

Jacob Nadeau

Sent from [Mail](#) for Windows 10

Regular

McCarthy, Debra

From: noreply@civicplus.com
Sent: Friday, August 21, 2020 11:29 AM
To: McCarthy, Debra
Subject: Online Form Submittal: Application for Vacancy on Boards, Agencies & Commissions

Application for Vacancy on Boards, Agencies & Commissions

Date	8/21/2020
First and Last Name	Todd Kinnin
Address	8 Sapphire St
City	Enfield
State	CT
Zip	06082
Phone Number	8605591621
Second Phone:	8608398703
Email	kinnint24@gmail.com
Occupation	Civil Engineer
Occupation Phone Number	<i>Field not completed.</i>
Party Affiliation	Independent
Registered Voter	Yes
Name of the Board You Wish to Apply For:	JFK School Renovation Buliding Committee
Appointment	New Appointment
Please outline your qualifications and how you feel you would contribute to the committee or commission:	I have a Civil Engineering degree from Central Connecticut State University. I am currently a Superintendent of a Stone Quarry at Tilcon Connecticut. I handle day to day operations which include construction management, cost planning, and site engineering. I would be able to contribute to the committee in a unique way as I am a graduate from the Enfield Public School system and have a strong working knowledge and background in the Engineering and Construction fields.

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:

Field not completed.

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.](#)

McCarthy, Debra

From: noreply@civicplus.com
Sent: Tuesday, September 29, 2020 7:31 PM
To: McCarthy, Debra
Subject: Online Form Submittal: Application for Vacancy on Boards, Agencies & Commissions

Application for Vacancy on Boards, Agencies & Commissions

Date	9/29/2020
First and Last Name	Christine DeBonee
Address	7 Grand View Drive
City	Enfield
State	CT
Zip	06082
Phone Number	413-244-4366
Second Phone:	860-239-0639
Email	christine.debonee@gmail.com
Occupation	Accountant
Occupation Phone Number	413-536-1624
Party Affiliation	Republican
Registered Voter	Yes
Name of the Board You Wish to Apply For:	JFK School Renovation Buliding Committee
Appointment	New Appointment
Please outline your qualifications and how you feel you would contribute to the committee or commission:	I work full-time for a roofing subcontractor, Titan roofing in Springfield, MA. I am an accountant but have a lot of second hand awareness of project management. I believe that, in addition to my financial background would make me an ideal candidate for this appointment. In addition, I have a vested interest in this project as both of my young children will be attending JFK.

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: *Field not completed.*

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

Alternate

From: noreply@civicplus.com
Sent: Friday, August 21, 2020 6:40 PM
To: McCarthy, Debra
Subject: Online Form Submittal: Application for Vacancy on Boards, Agencies & Commissions

Application for Vacancy on Boards, Agencies & Commissions

Date	8/21/2020
First and Last Name	Andrew LaPlante
Address	1176 Enfield Street
City	Enfield
State	CT
Zip	06082
Phone Number	2037682202
Second Phone:	8608496040
Email	adlaplante@gmail.com
Occupation	Sr. Facilities Manager
Occupation Phone Number	2037682202
Party Affiliation	Democrat
Registered Voter	Yes
Name of the Board You Wish to Apply For:	JFK School Renovation Buliding Committee
Appointment	New Appointment
Please outline your qualifications and how you feel you would contribute to the committee or commission:	In my current professional role, I am the Sr. Property Manager for 243 wireless retail locations located from Maine to Miami Florida. I am project lead for projects surrounding Information Technology upgrades, Store renovations, Store decomissions, rebranding and OSHA comiance . Additionally, I provide leadership to a team of 7 field technicians responsible for all aspects of maintenance (preventative, routine and repair). Finally, I am responsible for outsource partnerships, where our

internal team may not be available for repair/renovation projects. This includes sourcing for qualified partners, securing quotes for work needed and balance budgets.

Beyond my professional qualifications, I am father of a 10 year old who will soon be a student of JFK. I am passionate about our town and would enjoy the opportunity to serve our community by lending my expertise to ensure a successful renovation to our Middle School.

Thank you for your consideration

Andrew D. LaPlante

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:

Field not completed.

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.](#)



TOWN OF ENFIELD

September 24, 2020

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Request for Transfer of Funds for Town Clerk Office - \$12,428.

Councilors:

Highlights:

- The Town of Enfield is in receipt of a grant from the State of Connecticut to provide the resources to process, mail out and count a record-breaking number of absentee ballots.
- This office would like to use some of these funds to provide for:
- Additional hours for budgeted part time help
- Reimburse the Postage account.
- Reimburse the Printing & Reproduction account
- Purchase additional equipment to aid in the processing of ballots.

Budget Impact:

There is no impact to the budget.

Recommendation:

In order to provide funds needed to process the unexpected and extraordinary high number of absentee ballots requests being received, it is recommended this transfer be approved

Respectfully Submitted,

Suzanne F. Olechnicki
Town Clerk

Attachments:

1. Resolution.

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

RESOLUTION NO. _____

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

TO: Town Clerk

Salaries Part-Time	10160100-512000	\$3,716
FICA	10160100-522000	\$230
Medicare	10160100-522100	\$54
Postage	10160100-553500	\$4,000
Printing & Reproduction	10160100-555000	\$3,500
Office Supplies	10160100-561200	\$928

FROM: Other Revenue

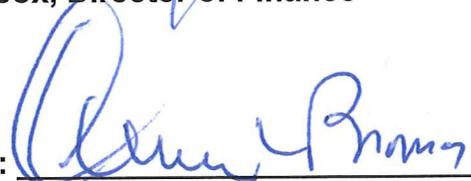
Grant to Covid Federal	10040000-460004	\$12,428
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CERTIFICATION: I hereby certify that the above-stated funds are available as of September 25, 2020.



John Wilcox, Director of Finance

9/25/2020
Date:

APPROVED BY: 

Christopher Bromson, Town Manager

9/29/2020
Date:



TOWN OF ENFIELD

September 24, 2020

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Request for Transfer of Funds for Human Resources Town Manager Recruitment \$22,000

Councilors:

Highlights:

- On August 17, 2020, the Town Council adopted Resolution 5506 (bid waiver) allowing the Town Manager to sign a contract with GovHR USA, LLC to commence the recruitment process for the Town Manager position.
- Accordingly, because this recruitment was not anticipated during budget deliberations, the Human Resources Dept. needs to transfer the balance up to \$22,000.00 for services rendered during the recruitment process.

Budget Impact:

There will be a budget impact from unallocated contingency from within the Town budget.

Recommendation:

That the Town Council adopt the attached resolution.

Respectfully Submitted,

Steven V. Bielenda, Esq.
Director of Human Resources

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: **Human Resources**

Other Professional Services	10170000	533900	\$20,000
Travel	10170000	558000	\$ 2,000

FROM: **Non-Departmental Charges**

Unallocated Contingency	10800092	584000	\$22,000
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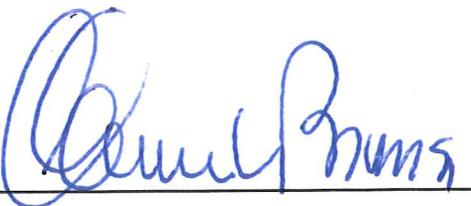
CERTIFICATION: I hereby certify that the above-stated funds are available as of October 5, 2020



John Wilcox, Director of Finance

9/29/2020

Date

APPROVED BY:  _____ Town Manager

Date: 9/29/2020



October 1, 2020

TOWN OF ENFIELD

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolution Waiving the Bid Requirements or Body Worn and In Car Cameras

Resolution Authorizing the Town Manager to Sign the Axon Master Services and Purchasing Agreement

Request for Transfer of Funds for Police Department \$327,329

Councilors:

Highlights:

- The Enfield Police Department is required by the Police Accountability Act passed in July 2020 requires that all Officers be equipped with Body Worn Cameras. EPD recognizes the benefit of Body Cameras to our Officers, the Town of Enfield and the General Public.
- The Enfield Police Department's Fleet Cameras are past their end-of-life and have fallen into a state of disrepair and need to be replaced.
- The AXON Officer Safety Package (OSP) is an all-in-one solution which includes a full Taser refresh bringing all Officers onto the same version of the Taser as well as Body Camera and corresponding cloud storage.
- If completed in during October 2020, EPD hopes to take advantage of limited-time incentives from AXON as well as a 20% better incentive from the State of CT. The reimbursement is expected to drop from 50% to 30% after January 1, 2021.

Budget Impact:

This transfer will increase the budget.

Recommendation:

In summary, the Enfield Police Department respectfully requests that the Enfield Town Council approve the attached Resolutions.

Respectfully Submitted,

Alaric Fox
Chief of Police

Attachments:

1. Resolutions (3)

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

**Resolution Waiving the Bid Requirements
For Body Worn and In Car Cameras**

WHEREAS, The Enfield Police Department wishes to and is required to purchase and implement Body Worn and In-Car Camera systems in accordance with Public Act 20-1, as passed by the Connecticut General Assembly in July 2020 Special Session; and

WHEREAS, The Enfield Police Department will need a nationally recognized and well-established vendor with adequate infrastructure and proven reliability to provide this equipment and corresponding services; and

WHEREAS, AXON is uniquely positioned as a national level vendor of both Body Worn and In-Car Camera systems as well as required storage and support; and

WHEREAS, The Enfield Police Department currently does business with AXON and they have always fulfilled obligations and commitments as set forth in existing contracts.

NOW THEREFORE BE IT RESOLVED, that in accordance with Chapter V, Section 8, Paragraph (d) of the Enfield Town Charter, the Enfield Town Council does hereby determine that it is against the best interests of the Town to require competitive bidding for Body Worn and In Car Camera systems.

Date: October 19, 2020

Submitted By: Alaric Fox. Chief of Police

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

**Resolution Authorizing the Town Manager to
Sign the Axon Master Services and Purchasing Agreement**

BE IT RESOLVED, that the Enfield Town Council authorizes the Town Manager to sign the Master Services and Purchasing Agreement with Axon Enterprise, Inc. subject to review and approval by Town Attorney.

Prepared by: Office of the Town Attorney

Date Prepared: October 1, 2020

**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: Police Services

Technology Equipment	10200500-573400	\$327,329
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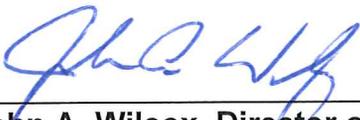
FROM: Police Services

Other Equipment	10200500-573900	\$ 22,833
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FROM: General Fund Revenue

Appropriated Fund Balance	10040000-499000	\$304,496
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CERTIFICATION: I hereby certify that the above-stated funds are available as of October 1, 2020.



John A. Wilcox, Director of Finance



Date:

APPROVED BY: 

Christopher W. Bromson
Town Manager

Date: 10/02/2020

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

**Resolution Appointing Christopher W. Bromson as Town Manager
for the Town of Enfield**

RESOLVED, that pursuant to Chapter IV, Section I of the Town Charter, the Enfield Town Council does hereby appoint Christopher W. Bromson as Town Manager. His term shall become effective October 16, 2020 and end when a new, permanent, full-time appointed Town Manager commences employment with the Town.



TOWN OF ENFIELD

September 21, 2020

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolution to Approve the Proposed Pay Rates for Summer, Seasonal and Temporary Employees in the Recreation Division

Councilors:

Highlights:

- Town Council approved new seasonal pay rates June 1, 2019 before the State adopted new minimum wage rates which became effective September 1, 2020 to \$12.00 an hour.
- To account for wage compression.
- To continue to attract and maintain qualified seasonal staff.
- Recreation program revenue will cover the costs of wage increases.
- The proposed wage ranges are competitive with other municipalities.

Budget Impact:

Any increase in the budget will be offset by adjustments to program fees to bring in additional revenue.

Recommendation:

That the Town of Enfield Town Council approve the attached resolution of authorization.

Respectfully Submitted,

Steve V. Bielenda, Esq.
Director of Human Resources

Attachments:

1. Resolution.
2. Recreation Division Summer, Seasonal and Temporary Employees Pay Rates

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

Resolution to Approve the Proposed Pay Rates for Summer, Seasonal and Temporary Employees in the Recreation Division effective September 1, 2020.

RESOLVED, that in accordance with Chapter V. Section XIV of the Town Charter the Enfield Town Council does hereby adopt the pay rates for Summer, Seasonal and Temporary Employees in the Recreation Division effective September 1, 2020.

Attached: Summer, Seasonal and Temporary Employee Pay Rates for the Recreation Division effective September 1, 2020

Date Submitted: 09/21/2020

Submitted by: Steven Bielenda, Director of Human Resources

**Recreation Division
Temporary / Seasonal Salaries**

POSITION		PREVIOUS RATE	CURRENT RATE	PROPOSED RATE
	EFFECTIVE DATE	7/1/2017	6/1/2019	9/1/2020
	CURRENT MINIMUM WAGE	10.10/HR	10.10 - 11.00/HR	11.00 - 12.00/HR
	INTERN	10.25-12.18	10.25 -12.25	11.25 - 13.25
	GATEKEEPER	Minimum Wage	Minimum Wage	Minimum Wage
	LIFEGUARD	10.25	11.25	12.25 - 13.25
	WSI/SWIMMING INSTRUCTOR	11.17	11.75	12.75 - 13.75
	HEAD LIFEGUARD	13.20	12.50 - 14.50	13.50 -14.50
	SWIM TEAM ASST. COACH	10.25	11.75	12.75 - 13.25
	SWIM TEAM COACH	11.67	11.50 - 15.50	13.50 - 16.50
	SWIM TEAM HEAD COACH	16.24	15.00 - 20.00	15.00 - 21.00
	AQUATICS DIRECTOR	13.20-16.24	13.00 - 20.00	14.00 - 21.00
	GYM SUPERVISOR	Minimum Wage	10.10 - 11.00	Minimum Wage
	OPEN GYM SUPERVISOR	10.66	10.50 - 12.50	11.50 - 12.50
	SPORTS LEAGUE COORDINATOR	10.66	10.50 - 13.50	11.50 - 14.50
	GYM PROGRAM ASSISTANT COORD.	10.66	10.50 - 13.50	11.50 - 14.50
	GYM PROGRAMS COORDINATOR	13.20-16.24	13.00 - 18.00	15.00 - 20.00
	INSTRUCTIONAL BASKETBALL DIRECTOR	10.66-13.20	12.50 -15.50	13.50 - 16.50
	REFEREE 2	15.23	15.00 - 20.00/game	16.00 - 21.00
	REFEREE 1: NON-CERTIFIED	25.38	25.00 - 30.00/game	25.00 - 31.00
	REFEREE 1: CERTIFIED	27.41	27.50 - 35.00/game	27.50 - 36.00
	TRAVEL/ADULT LEAGUE REFEREE			40.00 - 50.00
	CAMP COUNSELOR	10.25	11.25 - 12.25	12.25 - 13.25
	HEAD CAMP COUNSELOR	11.67	12.50 - 13.50	13.50 - 14.50
	CAMP DIRECTOR	13.20-16.24	13.00 - 20.00	14.00 - 21.00
	RECREATION INSTRUCTOR 1	Minimum Wage	Minimum Wage	Minimum Wage
	RECREATION INSTRUCTOR 2	10.25	10.50	12.50
	RECREATION INSTRUCTOR 3	11.00	same	13.00
	RECREATION INSTRUCTOR 4	12.00	same	14.00
	RECREATION INSTRUCTOR 5	13.00	same	15.00
	RECREATION INSTRUCTOR 6	14.00	same	16.00
	RECREATION INSTRUCTOR 7	15.00	same	17.00
	RECREATION INSTRUCTOR 8	16.00	same	18.00
	RECREATION INSTRUCTOR 9	18.00	same	19.00
	RECREATION INSTRUCTOR 10	20.00	20.00 - 28.00	20.00 - 29.00
	RECREATION INSTRUCTOR 11	30.00	30.00 - 38.00	30.00 - 39.00
	RECREATION INSTRUCTOR 12	40.00	40.00 - 50.00	40.00 - 50.00



TOWN OF ENFIELD

August 1, 2020

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolution Increasing the ROV Election Workers rate per hour.

Councillors:

Highlights:

- The State has passed a statute increasing the Minimum wage to \$15+ dollars an hour. Thus, over the next few years we will be requesting these types of increases in order to completely comply.
- We are severely underpaying these temporary Election Day Workers compared to other Municipalities.
- Election Day Workers as listed below will increase \$1 per hour:
 - Moderators, Assistant Registrars/Moderators, Checkers, Ballot Clerks, Demonstrators, Tabulator Tenders and Head-Moderator
- These employee's work from 5pm until 7pm the night before an election and then back again at 5:30am the next morning until approx 9pm on Election night. This demonstrates a fantastic commitment by these employees that should be compensated.

Budget Impact:

There is no budget impact, as these increases were included in the 2020/2021 Municipal budget that was passed in May of 2020.

Recommendation:

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

Respectfully Submitted,
Lewis Fiore
Thomas Kienzler
Enfield Registrar of Voters

Attachments:

1. Resolution

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

BE IT RESOLVED, that in accordance with Chapter V, Section 14 of the Town Charter, the rates of pay for the following election workers will be increased to the following:

Checkers, Ballot Clerks, Tabulator Tenders and Demonstrators

\$13.00 per hour effective September 1, 2020

BE IT FURTHER RESOLVED, that in accordance with Chapter V, section 14 of the Town Charter, the rates of pay for the following election workers will be increased to the following:

Moderators \$18.00 per hour effective September 1, 2020

Assistant Registrars/Moderators \$15.00 per hour effective September 1, 2020

Head Moderator \$21.00 per hour effective September 1, 2020



TOWN OF ENFIELD

September 25, 2020

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolution Authorizing Town Manager to Make Application for Connecticut Community Connectivity Grant Program (CCPG)

Councilors:

Highlights:

- Funds are currently available, on a competitive basis, through the CT Community Connectivity Program, which was developed to provide funding to municipalities for targeted small-scale infrastructure improvements for pedestrians.
- If grant is received, these funds would be used to complete a sidewalk on the South side of Elm Street between Palomba Drive and the intersection of Shaker and Elm St (Walgreens plaza). This would fill a gap in the Town's Complete Streets plan, which was voted on by the Council in 2015.
- This location was chosen as most feasible for the grant because it would allow pedestrian access to Asnuntuck Community College, as well as a Magic Carpet bus stop, and other retail establishments.
- Funds received through this grant can only be used for construction activities. The total cost of the project is \$425,000, approximately \$380,000 of which are construction costs that would be covered by the grant. Approximately \$45,000 is needed for design and will need to be funded by the Town. If our application is approved, we could appropriate the design funds from fund balance at that time or include the design funds in the capital budget for FY22.
- The grant application deadline is October 16th, 2020. We anticipate a determination on our application by the end of January 2021.

Budget Impact

According to the Finance Director, Fund Balance could be used for the approximate \$45,000 needed for design work.

Recommendation:

That the Town Council adopts the attached state-required resolution.

Respectfully Submitted,

Kasia Purciello
Assistant Town Manager

Attachments

1. Resolution

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

**Resolution Authorizing Town Manager to Make Application for Connecticut
Community Connectivity Grant Program (CCPG)**

WHEREAS, Federal monies are available for targeted small-scale infrastructure improvements to improve accommodations for bicyclists and pedestrians under the Connecticut Community Connectivity Program, administered by the State Department of Transportation (DOT); and

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL, that the Town Manager, Christopher W. Bromson, is authorized to sign and submit the grant application, subject to review and approval by the Town Attorney, in the name and on behalf of the Town of Enfield.

Date Prepared: September 25, 2020
Prepared By: Assistant Town Manager

