



**AGENDA
ENFIELD TOWN COUNCIL
REGULAR MEETING**

**Monday, October 19, 2020
7:00 PM - Council Chambers**

1. PRAYER – Donna Szewczak
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL.
4. FIRE EVACUATION ANNOUNCEMENT.
5. MINUTES OF PRECEDING MEETINGS.
 - Special Meeting, October 5, 2020
 - Regular Meeting, October 5, 2020
6. SPECIAL GUESTS.
 - Enfield Culture and Arts Commission, Poet Laureate
 - Wreaths Across America, Pamela Townsend
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)

*****This Meeting will have Limited Public Seating, Social Distancing and Masks are Required*** 2**

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. **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)
9. **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)
10. **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)

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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.

1. **Planning and Zoning Commission - Alternate**– A Vacancy Exists due to the Resignation of Dane Thorogood (R). Replacement Would be Until 12/31/2023.

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- 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.

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

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

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

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

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

14. ITEMS FOR DISCUSSION.

A. **Consent Agenda – Review.

1. **Discussion/Resolution:** Request for Transfer of Funds for Youth and Family Services Amplify Grant \$5,684.55

B. Appointment(s) – Town Council Appointed.

1. **Enfield Culture and Arts Commission** – The Term of Office of Jennefer Ryan (U), Expired 05/31/2020. Reappointment or Replacement Would be Until 05/31/2022.

2. **Enfield Culture and Arts Commission** – The Term of Office of Joshua Hamre (D), Expired 05/31/2020. Reappointment or Replacement Would be Until 05/31/2022

3. **Enfield Culture and Arts Commission** – The Term of Office of Damon Patnoe (D), Expired 05/31/2020. Reappointment or Replacement Would be Until 05/31/2022.

4. **Ethics Commission** - The Term of Office of Philip Kober (U), Expired 10/31/2020. Reappointment or Replacement Would be Until 05/31/2022.

5. **Ethics Commission** - The Term of Office of Carl Swenson (R), Expired 10/31/2020. Reappointment or Replacement Would be Until 05/31/2022.

6. *****Historic District Commission** – The Term of Office of Marie Troiano (D), Expired 08/31/2020. Reappointment or Replacement Would be Until 08/31/2025.

7. **Inland Wetland Watercourse Agency – Alternate**– A Vacancy Exists due to the regular Appointment of Robert Hendrickson (R). Replacement Would be Until 06/30/2021.

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8. North Central Health Department Board of Directors Enfield Representative
The Term of Office of Ken Nelson (R), Expired 06/30/2020. Reappointment of Replacement Would be Until 06/30/2023.

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

1. *Housing Code Appeals Board-** The Term of Office of Richard Szewczak (R), Civil Engineer Expired 05/01/2020. Reappointment or Replacement Would be Until 05/01/2025.

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

E. **Discussion/Resolution: Request for Transfer of Funds to Close FY 2020.

F. **Discussion/Resolution: Resolution Authorizing the Town Manager to Enter into an Agreement with Connecticut Children’s Alliance for the Pathways to Prevention Grant.

G. **Discussion/Resolution: Request for Transfer of Funds for Family Resource Center Pathways to Prevention Grant \$25,000.

H. **Discussion/Resolution: Resolution Authorizing the Town Manager to Enter into and Sign the Amendment to Lease with Option to Purchase with the Opera House.

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**

**ENFIELD TOWN COUNCIL
MINUTES OF A SPECIAL MEETING
MONDAY, OCTOBER 5, 2020**

A Special Meeting of the Enfield Town Council was called to order by Chairman Ludwick on Monday, October 5, 2020. The meeting was called to order at 5:30 p.m.

ROLL-CALL – Present were Councilors Cekala, Hemmeler, Kiner, Ludwick, Mangini, Muller, Riley, Sferrazza, Szewczak and Unghire. Councilor Bosco entered after the meeting began. Also present were Town Manager, Christopher Bromson; Assistant Town Manager, Kasia Purciello; Town Clerk, Suzanne Olechnicki; Town Attorney, James Tallberg; Director of Finance, John Wilcox; Chief Technology Officer, Paul Russell; Director of Public Works, Donald Nunes; Director of Development Services, Laurie Whitten

CONNECTICUT GREEN BANK

Present from the Connecticut Green Bank were Mackey Dykes and Emily Basham.

Discussion followed about the Solar Municipal Assistance Program.

Mr. Dykes explained the Green Bank helps support Connecticut's clean energy goals by helping to pay for the needed projects to meet the clean energy goals. He stated they are publicly funded and created. He noted they partner with private investors to help pay for these projects.

He stated they created a Solar MAP Program to help municipalities realize their solar goals. He noted it is run in conjunction with CSW Energy, which is a Connecticut-based solar engineering firm.

Mr. Dykes stated the Green Bank Solar Power Purchase Agreement is a financing tool, so they can cover 100% of the cost to help municipalities go solar. He noted they have done many projects around the state through that program.

He stated they've learned that financing isn't the only barrier to making a solar project happen because municipalities or homeowners don't have the expertise or time to figure out a solar project, and that is where Solar MAP comes in. He noted they can develop solar proposals and do all the diligence required to make sure that a project is feasible, and they would then put together a project proposal for review. He stated at that point, they would come up with estimates as to what solar savings could be.

Mr. Dykes stated if a town wishes to move forward with a project, the Green Bank runs an RFP to find contractors to build the project. He noted Green Bank works with multiple towns to bundle together projects, so they're able to get more attractive pricing. He pointed out they are currently working with seven towns, and they have 24 projects.

Ms. Basham explained the contract between the Green Bank and a municipality that makes a project happen. She noted they have learned that municipalities are attracted to using a power purchase agreement, as opposed to actually purchasing systems themselves. She stated a power purchase agreement is an agreement between the Connecticut Green Bank and a municipality. She

explained the Green Bank is a seller of electricity, and the municipality would be the procurer of energy. She stated under this arrangement the Green Bank owns all of the solar systems, and they are responsible for constructing and monitoring them. She noted under a power purchase agreement, a municipality would be agreeing to buy all the energy that is generated from these systems on a current kilowatt basis at a rate that's discounted from the utility rate. She stated the municipality would not be responsible for owning, maintaining or monitoring the system, but rather that would be the responsibility of the Green Bank.

Ms. Basham highlighted why this arrangement might be attractive for a municipality. She noted essentially a town is agreeing to install these systems and get a lower electricity rate, so a town is locking in its electricity rate at a lower rate than the utility rate. She stated these are 20-year agreements, so over the 20-year term as utility rates continue to rise and a town's PPA rate stays fixed over that time period, a town's savings are increasing. She noted another benefit is that municipalities can take advantage of the federal tax credits that are available for these types of projects, so the Connecticut Green Bank, along with their private investor partners can capture that tax credit, and they can pass on those benefits through lower electricity rates. She pointed out there are no operations and maintenance costs, which gives a town peace of mind because these systems are Green Bank's responsibility to make sure they're running efficiently. She stated a town is only agreeing to buy what is generated, therefore, the Green Bank wants to be sure it is generating as they predict. She noted because Green Bank owns these systems, they will be providing all the upfront capital.

She stated the town of Coventry took advantage of the Green Bank Solar Power Purchase Agreement, and they have eight solar systems, and they have enjoyed this financing product and they are a great case study.

Councilor Szewczak questioned whether the Green Bank will take care of the removal or recycling of the solar panels when their useful life is done. Ms. Basham stated if a town is enjoying the generation and wants to continue the Power Purchase Agreement, there is an option to extend it five years, or a town could purchase the system outright at a fair market value price, or the Green Bank could remove the system. She noted she does not have too many details about panel removal because they have not reached the end of too many 20-year agreements yet.

Councilor Sferrazza questioned if once the town negotiates the power agreement and they agree on a price, would the town be locked into that price for 20 years, and Ms. Basham responded that's correct, these are fixed rates.

Councilor Sferrazza questioned what would happen if in future years Eversource rates were somehow lower than what was negotiated with the Green Bank, would the town still be locked in at the higher rate. Ms. Basham explained the 20-year rate that they determine is that they are looking at their cost to build the system and dividing that over the 20-year period, so they are fixing that rate to be paid back for their capital cost of constructing the system. She agreed that the rate would be locked in for 20 years regardless of the utility rate, but she would not anticipate utility rates declining over the next 20 years. She noted it is a standard industry practice to use a 3% escalator when determining energy savings, and she believes they use a little more conservative 2% assumption in utility rate escalation.

Mr. Dykes added the trend over time shows the rates steadily going up. He noted they typically won't start unless they can deliver at least a 10% discount from the current rate.

Councilor Sferrazza stated his understanding that whatever rate is negotiated when this goes into effect, regardless of what happens with utility rates state-wide if they should go down, the town will be locked in for 20 years, and Mr. Dykes responded that's correct.

Councilor Cekala questioned the shelf life of a solar panel, and Mr. Dykes stated the warranties from a manufacturer are typically at least 20 years, but if a solar panel needs to be replaced, the Green Bank will bear that cost.

Councilor Cekala questioned what would happen if they put solar panels on a building, and five years later it is discovered that building is no longer going to be used. She questioned what happens with those panels and what happens if they end the contract early. Mr. Dykes stated there would be a termination fee, and the amount of that fee would be dependent on how much time is left in the contract.

Councilor Cekala questioned the fee if a contract is cancelled ten years in, and Mr. Dykes stated he could come back with that information since the variables are so wide.

Councilor Cekala stated if solar panels were put on a building, or they constructed a canopy carport type of project, would Green Bank be looking to get to 100% of that building's electrical usage to be replaced by solar usage. Mr. Dykes stated they cap the amount of a building's usage that will go on the system at 85%.

Councilor Cekala questioned how much of the solar energy collected on those panels is going to go to that building versus how much is going to go to the grid. Mr. Dykes stated it depends on the building and how it is used. He noted solar panels produce electricity when the sun is out, so if it's a school when most of its usage is during the day and when school is in session, the power will be consumed on site, however, during the summer, the power will be put back onto the grid. He referred to an office building or town hall and stated usage patterns will be fairly steady, therefore, most of the power is being consumed on site. He pointed out it really doesn't matter whether a building uses the power or the power is put on the grid because when it is put on the grid, they can essentially bank that for when it is needed.

Councilor Cekala questioned if this means that 100% of that 85% is going to be used on a building, and Mr. Dykes responded from a billing perspective that's what he is saying.

Councilor Cekala stated her understanding this is a fixed rate for 20 years, and she questioned if there's anything that goes up each year as far as the fees that the town would be paying to the Green Bank. Mr. Dykes responded no and stated this is not like an electric bill where there are several different fees. He noted the purchase agreement is just the price for the electricity.

Councilor Cekala referred to an earlier mentioned tax credit and questioned whether the municipality see 100% of that tax credit or is Green Bank going to see some of that. Mr. Dykes stated Green Bank partners with private investors, and there's a particular type of finance built around those tax credits, and not 100% of the value is passed on, but some of that value is.

Councilor Cekala questioned whether Mr. Dykes can provide a percentage, and he responded he cannot.

Councilor Cekala questioned what happens if solar panels are put on a building and then roof repairs need to be made. She questioned who pays for the panels to come down and be put back up, and Mr. Dykes responded the town would have to pay that cost.

Councilor Bosco raised questions about the delivery rate. Mr. Dykes stated there are two types of charges on a municipal or commercial bill and one is what is billed by the kilowatt hour, which is how much is actually consumed, and the other is based upon demand. Councilor Bosco questioned how they pay on demand, and Mr. Dykes stated home bills are typically all kilowatt hours and municipal buildings involve kilowatt usage. He noted if there's solar panels on a municipal building, they will buy kilowatt hours from the solar system at a certain amount, therefore, they are avoiding purchasing the kilowatt hour from the utility. He noted if they purchase that kilowatt hour from the utility, they will pay whatever they charge for the electricity and delivery.

Councilor Bosco clarified they would be banking kilowatt hours, delivery charges and anything else that would be associated as a charge, and Mr. Dykes responded that's correct.

Councilor Hemmeler questioned what other towns Green Bank is working with, and Ms. Basham responded Branford, Bolton, Woodbridge, Groton, Portland, Manchester and Mansfield.

Councilor Muller questioned the difference between the state agency layout and the layout for municipalities. He noted Green Bank included all maintenance, and he questioned if access would be needed on a Sunday when town buildings are closed. Mr. Dykes stated they schedule maintenance during business hours. He noted this program grew out of what they were doing with the state, and they worked with the Department of Corrections, Department of Energy and Environmental Protection, Department of Administrative Services and Department of Transportation.

Chairman Ludwick questioned if this is just for government agencies, or can residents tap into this, and Mr. Dykes stated they are working on a similar program for the multi-family sector.

Chairman Ludwick stated if the town signed up for the 20-year deal, is there a way to open this up to residents and/or businesses. Mr. Dykes stated they have solar programs for homes, businesses, non-profits or any type of building in Connecticut.

Chairman Ludwick referred to the Eversource summer bill people received and questioned if there's some way to construct a green power plant where the town could work with Green Bank or federal loans, so the town could control the production. Mr. Dykes stated their program is geared toward building solar systems to power municipal buildings.

Chairman Ludwick stated his belief this is a great idea, but he feels it needs to be bigger where they can actually have residents and businesses benefitting. He noted if the town is going to benefit from solar energy, they would like residents and businesses able to do the same. He noted perhaps this can be discussed in the future. He stated if there was a solar power plant in Enfield, they could connect with surrounding towns and have a regional grid. He feels this needs to be broader than just municipal buildings.

Councilor Szewczak stated Green Bank came before the Facilities Committee, and she prefers going small before going big. She feels the big thing that Green Bank brings to the town is that they can do a full analysis of a site to see if it is a site where money can be saved while lowering the carbon footprint. She noted municipalities have benefitted from Green Bank as has Enfield from the previous programs.

Councilor Mangini agreed with Councilor Szewczak about starting small. She questioned if Green Bank could identify a building and if so, would there be a cost to the town to do so. She stated she'd like to see a draft of a contract and what the detail would look like.

Ms. Basham stated they would start with a desktop review of all the buildings that the town might be interested in and zeroing in from there, and they would work with stakeholders on the municipal side to get the green light all the way through. She noted they'd eventually come to the Council with a project proposal with no obligation and no cost. She stated they do have a template Power Purchase Agreement, which can be shared.

MOTION #5535 by Councilor Muller, seconded by Councilor Unghire 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 #5535** adopted 11-0-0, and the meeting stood recessed at 6:21 p.m.

EXECUTIVE SESSION

The Executive Session of the Enfield Town Council was called to order by Chairman Ludwick at 6:22 p.m.

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

Chairman Ludwick recessed the Executive Session at 7:14 p.m., reconvened the Special Meeting at 7:15 p.m. and stated that during Executive Session, Real Estate Negotiations and Pending Litigation were discussed with no action or votes being taken.

ADJOURNMENT

MOTION #5536 by Councilor Muller, seconded by Councilor Mangini to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5536** adopted 11-0-0, and the meeting stood adjourned at 7:16 p.m.

Suzanne F. Olechnicki
Town Clerk
Clerk of the Council

Respectfully submitted,
Jeannette Lamontagne
Secretary to the Council

**ENFIELD TOWN COUNCIL
MINUTES OF A REGULAR MEETING
MONDAY, OCTOBER 5, 2020**

A Regular Meeting of the Enfield Town Council was called to order by Chairman Ludwick on Monday, October 5, 2020. The meeting was called to order at 7:18 p.m.

PRAYER – The prayer was given by Councilor Sferrazza

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; Chief Technology Officer, Paul Russell; Deputy Director of Recreation, Mary Keller; Director of Finance, John Wilcox; Director of Public Works, Donald Nunes; Chief of Police, Alaric Fox

FIRE EVACUATION ANNOUNCEMENT

Chairman Ludwick made the fire evacuation announcement.

MOTION #5537 by Councilor Muller, seconded by Councilor Mangini to accept the minutes for the September 8, 2020 Special Meeting, September 21, 2020 Special Meeting and September 21, 2020 Regular Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5537** adopted 11-0-0.

SPECIAL GUESTS

There were no special guests this evening.

PUBLIC COMMUNICATIONS

There were no comments from the public.

COUNCILOR COMMUNICATIONS AND PETITIONS

Councilor Mangini stated Rotary International, courtesy of the Rossi family, was given a million-mask challenge. She noted she is the President of the Rotary Club and Councilors Muller and Unghire are also members. She noted she asked for and received a thousand face masks for Enfield. She noted the Rotary Club agreed to donate these masks to Enfield's first responders. She thanked Councilor Muller for his help with the handling of the masks. Mr. Bromson thanked the Rotary Club for this donation.

Councilor Bosco thanked everyone who commented on the trash ordinance. He noted there are a lot of misconceptions about this ordinance. He stated people are worried about the second barrel, and he clarified that on holidays people will be able to use their second barrels. He noted this is not going to happen immediately because they will vet this very well, and he encourages anyone with questions to contact him or Councilor Szewczak. He clarified that businesses will also be limited to one barrel. He noted people will not be charged with a trash tax. He explained if Enfield does not reduce the amount of trash, at the end of five years, Enfield will be paying an additional \$228,000 in fees. He stated they must reduce the amount of trash. He noted Enfield's recycling numbers have been going down, therefore, they must recycle more, so they can get those materials out of the trash stream and bring down the cost for everyone. He urged people to contact the Town Hall or a Councilor, so they can get accurate information.

Councilor Unghire stated this is just starting the discussion concerning the trash ordinance. She noted a committee has been working for years trying to come up with a solution. She stated Enfield's transfer station is only a transfer station, and materials are transported elsewhere,. She noted the Town's costs to dispose of trash are continually rising, and they're trying to figure the best way to manage expenses.

Councilor Unghire congratulated Jamie Hurley from the Hazardville Fire Department, who came up with the idea to beautify Enfield by having the fire hydrants painted. She noted they had a contest, and several hydrants were painted, and awards were given out.

Councilor Szewczak stated part of the ordinance is to enforce people properly putting out their trash barrels. She noted there's no fee for owning the second barrel, which can be used after a holiday. She stated the fee would come if a person wants to be able to use a second barrel weekly, and that is not a property tax, but rather just a usage fee. She noted the cost is not to pick up the barrel, but rather to dispose of the trash. She stated one of the questions from the public was that there's no fee to pick up trash for the Board of Education.

Councilor Mangini stated its important for the committee to review and try and understand where the residents are coming from regarding their questions. She noted she's looking forward to the next committee meeting so they can look at more detail.

Councilor Muller commended Connie Provencher and ERFC for a wonderful Town to Table event this past weekend on the Town Green. He noted the food was great and it was a great event.

MOTION #5538 by Councilor Muller, seconded by Councilor to suspend the rules to address under Miscellaneous this evening Items 14 B5, B6, B7, E, F, J, K, L and M.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5538** adopted 11-0-0.

Chairman Ludwick thanked Bob Marshall and Optum for cleaning up the dog park. He noted the park is now open.

Chairman Ludwick stated the Halloween decorations all over town are awesome. He noted it's great to be in a town that still celebrates the little things, and Halloween is a fun holiday for children.

TOWN MANAGER REPORT & COMMUNICATIONS

Mr. Bromson stated that due to popular demand, the Farmers Market will continue through the end of October, and those dates are October 11, October 18 and concluding on October 25th from 10:00 a.m. to 2:00 p.m. He noted both residents and vendors requested this extension. He noted he's glad it has been such a success.

TOWN ATTORNEY REPORT & COMMUNICATIONS

Attorney Tallberg indicated he had no report this evening.

REPORT OF SPECIAL COMMITTEES OF THE COUNCIL

There were no reports this evening.

OLD BUSINESS

APPOINTMENTS (TOWN COUNCIL)

MOTION #5539 by Councilor Muller, seconded by Councilor Cekala to remove Item #8 from the table.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5539** adopted 11-0-0.

NOMINATION #5540 by Councilor Hemmeler to appoint Robert Hendrickson (R) to the Inland Wetland Watercourse Agency for a term which expires 06/30/2021.

MOTION #5541 by Councilor Sferrazza, seconded by Councilor Cekala to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5541** adopted 11-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Robert Hendrickson appointed to the Inland Wetland Watercourse Agency by an 11-0-0 vote.

All other Old Business appointments remained tabled.

NEW BUSINESS

There were no New Business items.

ITEMS FOR DISCUSSION

Chairman Ludwick stated Items 14 B1, 2 and 3 and G, H and I will remain on the agenda.

All other items have been moved to Miscellaneous.

MISCELLANEOUS

NOMINATION #5542 by Councilor Muller to appoint Todd Kinnin (I) to the JFK School Renovation Building Committee.

MOTION #5543 by Councilor Muller, seconded by Councilor Mangini to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5543** adopted 11-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Todd Kinnin appointed to the JFK School Renovation Building Committee by an 10-0-0 vote. Councilor Bosco absent at the vote.

NOMINATION #5544 by Councilor Muller to appoint Christine DeBonee (R) as an Alternate member to the JFK School Renovation Building Committee.

MOTION #5545 by Councilor Muller, seconded by Councilor Mangini to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5545** adopted 10-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Christine DeBonee appointed to the JFK School Renovation Building Committee by a 10-0-0 vote.

NOMINATION #5546 by Councilor Muller to appoint Andrew LaPlante (D) as an Alternate member to the JFK School Renovation Building Committee.

MOTION #5547 by Councilor Muller, seconded by Councilor Sferrazza to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5547** adopted 11-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Andrew LaPlante appointed to the JFK School Renovation Building Committee by an 11-0-0 vote.

RESOLUTION #5548 by Councilor Muller, seconded by Councilor Mangini.

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

TO: 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
------------------------	-----------------	----------

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

/s/ John Wilcox, Director of Finance

Mr. Bromson stated there's no budget impact. He noted this is a transfer, and they received \$12,428 from a state grant. He stated the Town Clerk will spend it on the record-breaking number of absentee ballots that need to be processed, including part-time help, postage, etc. He noted Town Clerk, Suzanne Olechnicki, and her staff have been doing an incredible job. He thanked the Town Clerk for her hard work and that of the Registrars.

Ms. Olechnicki stated this is helpful, especially the extra money for the part-time help that they are getting.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5548** adopted 11-0-0.

RESOLUTION #5549 by Councilor Muller, seconded by Councilor Mangini.

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

TO: Human Resources

Other Professional Services	1017000-533900	\$20,000
Travel	1017000-558000	\$ 2,000

FROM: Non-Departmental Charges

Unallocated Contingency	10800092-584000	\$22,000
-------------------------	-----------------	----------

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

/s/ John Wilcox, Director of Finance

Mr. Bromson stated this is to allow the Human Resource Director to pay for HR Gov to do the Manager recruitment. He noted the application process will close October 16th.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5549** adopted 11-0-0.

RESOLUTION #5550 by Councilor Muller, seconded by Councilor Mangini.

RESOLVED, that pursuant to Chapter VI, 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.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5550** adopted 11-0-0.

RESOLUTION #5551 by Councilor Mangini, seconded by Councilor Muller.

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.

Chairman Ludwick stated his understanding this is part of the minimum wage increase that the state passed, and Mr. Bromson stated that's correct. He noted the new seasonal pay rates in June were adopted before the new minimum wage increase became effective September 1, 2020 to \$12.00 per hour. He noted this is to comply with state law.

Ms. Keller stated this allows them to stay competitive with their pay rates. She noted these employees are required to have a lot of certifications and training, and this will help retain those employees.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5551** adopted 11-0-0.

RESOLUTION #5552 by Councilor Muller, seconded by Councilor Mangini.

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 VI, 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

Mr. Bromson stated this was budgeted for, and the Registrars are seeking Council approval.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5552** adopted 11-0-0.

RESOLUTION #5553 by Councilor Muller, seconded by Councilor Mangini.

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.

Mr. Bromson stated this is coming on an expedited basis because the deadline for the application is quickly approaching. He noted Nelson Tereso found this grant money. He stated this would be a continuation of a gap in the sidewalk program. He noted the cost for the design would have to be borne by the Town, which is approximately 10% of \$400,000 amounting to around \$40,000 to \$50,000. He stated his belief Public Works has that within their budget for architectural and engineering just for this purpose.

Ms. Purciello stated this grant would be for a sidewalk on the south side of Elm Street between Palomba Drive to Shaker and Elm Streets. She noted the estimate for this project is \$380,000 for construction and approximately \$45,000 for design work. She stated the deadline to apply for this grant is October 16th, and they expect to hear about the award of this grant in January of 2021. She noted if the Town receives this grant, they have three years to do this project.

Chairman Ludwick clarified that the grant would cover most of the cost, and the Town would be responsible for \$45,000. He noted this area is a dangerous area for pedestrians. He commended Ms. Purciello and Mr. Tereso for their work on this grant.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5553** adopted 11-0-0.

PUBLIC COMMUNICATIONS

Neal Narkon, 5 Clear Street

Raised the following questions and points:

- Where does Enfield send its trash?
- According to the CCR website, their plant seems to be the most efficient.
- Believes all towns should get together to form a consortium.
- Current trash companies should improve their capacity.
- Governor Lamont should invest money to upgrade these plants.
- Are existing gray barrels grandfathered?
- When and where will the subcommittee be meeting to discuss the solid waste ordinance?

Mr. Bromson stated the Director of Public Works did a presentation at the last meeting, and that can be found on the Town's website.

COUNCILOR COMMUNICATIONS

Councilor Bosco stated people can use the tipper barrels that they have, and they can use their second barrel on holidays. He noted people will purchase a tag, so they can use that second tipper barrel.

He stated at this time, they are projecting the tipping fee to be \$97.00 per ton, and there's talk of \$125.00 per ton because there's nowhere to get rid of the trash. He noted they will look at the recycling as well. He stated Councilor Riley mentioned that other towns are accepting more items that can be recycled. He noted they will look at this very thoroughly, and they will make a decision that works the best.

Councilor Hemmeler thanked Mr. Narkon for his input and constructive ideas. She noted at this time, this is just a community conversation, and this will take a while. She pointed out it's \$10.00 per ton for recycling and \$80 per ton for trash, therefore, they need to find a way to educate people to recycle more because it's a lot less expensive.

Chairman Ludwick commended the Town Manager and Town staff for their work in reopening the town steadily and safely. He noted the senior center opened today, and he hopes this is the beginning of getting back to normal.

Mr. Bromson stated Enfield has been a leader in the area with its safe manner of reopening. He noted Enfield came back online as soon as they were able. He stated he's very proud of that, and it is because of the ingenuity and dedication of Town employees and directors.

Chairman Ludwick stated the pickleball courts have been completed and are first class. He noted these courts are getting a lot of use, and it's a great game.

ADJOURNMENT

MOTION #5554 by Councilor Unghire, seconded by Councilor Muller to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5554** adopted 11-0-0, and the meeting stood adjourned at 8:12 p.m.

Respectfully submitted,

Suzanne F. Olechnicki
Town Clerk
Clerk of the Council

Jeannette Lamontagne
Secretary to the Council

McCarthy, Debra

From: noreply@civicplus.com
Sent: Tuesday, September 15, 2020 12:04 PM
To: McCarthy, Debra
Subject: Online Form Submittal: Application for Vacancy on Boards, Agencies & Commissions

Application for Vacancy on Boards, Agencies & Commissions

Date	9/15/2020
First and Last Name	Darren Ketchale
Address	5 Coolidge Drive
City	Enfield
State	CT
Zip	06082
Phone Number	8602055035
Second Phone:	8602055035
Email	ketchaled@aetna.com
Occupation	<i>Field not completed.</i>
Occupation Phone Number	<i>Field not completed.</i>
Party Affiliation	republican
Registered Voter	Yes
Name of the Board You Wish to Apply For:	Enfield Beautification
Appointment	Reappointment
Please outline your qualifications and how you feel you would contribute to the committee or commission:	<i>Field not completed.</i>
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: *Field not completed.*

If this is a reappointment, please list the number of meetings attended during the last 12 months: 10

If the committee or commission which you requested has no more vacancies, would you consider appointment to another committee or commission? *Field not completed.*

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McCarthy, Debra

From: noreply@civicplus.com
Sent: Tuesday, October 6, 2020 7:41 PM
To: McCarthy, Debra
Subject: Online Form Submittal: Application for Vacancy on Boards, Agencies & Commissions

Application for Vacancy on Boards, Agencies & Commissions

Date	10/6/2020
First and Last Name	Samantha Nolan
Address	9 Fair St
City	Enfield
State	Connecticut
Zip	06082
Phone Number	8604026619
Second Phone:	8604026619
Email	GrandSamcreations@gmail.com
Occupation	Self Employed
Occupation Phone Number	<i>Field not completed.</i>
Party Affiliation	Democrat
Registered Voter	Yes
Name of the Board You Wish to Apply For:	Enfield Culture & Arts Commission
Appointment	New Appointment
Please outline your qualifications and how you feel you would contribute to the committee or commission:	I am the owner of a small online crafting business.
Have you ever served on a Board, Commission or	No

Agency in Enfield or elsewhere?

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

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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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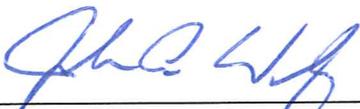
FROM: Police Services

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

10/2/2020

Date:

APPROVED BY: 

Christopher W. Bromson
Town Manager

Date: 10/02/2020



TOWN OF ENFIELD

October 1, 2020

Honorable Members
Enfield Town Council
Enfield, Connecticut

**Subject: Request for Transfer of Funds for Youth and Family Services Amplify Grant
\$5,684.55**

Highlights:

- Amplify has identified vaping as an emerging problem of concern among youth statewide.
- This transfer of funds for the Amplify Grant aligns the funding with the new priority which was announced May of 2020 after the FY20 Town budget was set.
- This transfer will fund Police Overtime for compliance checks at local vaping establishments, creating, printing, and distributing educational and informational materials on the dangers of vaping, and to hire a social media consultant to create a local media campaign specific to Enfield.

Budget Impact:

There is no budget impact.

Recommendation:

That the Town Council adopt the attached Resolution.

Respectfully Submitted,

Cynthia Guerrerri
Director of Social Services

Attachment:

1. Resolution

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

RESOLUTION NO. _____

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

TO: Youth & Family Services Amplify Grant

Police Overtime	22046017-514000	\$1,0000
Printing & Reproduction	22046017-555000	4000
Other Professional Services	22046017-533900	3,2850
Advertising	22046017-554000	1,0000

FROM: Youth & Family Services Amplify Grant

Food	22046017-563000	\$3,4850
Materials & Supplies	22046017-561900	1000
Field Trips	22046017-532400	2,1000

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



John Wilcox, Director of Finance

Date: 10/13/2020

APPROVED BY:  _____ Town Manager

Date: 10/14/2020

McCarthy, Debra

From: noreply@civicplus.com
Sent: Monday, October 12, 2020 12:46 PM
To: McCarthy, Debra
Subject: Online Form Submittal: Application for Vacancy on Boards, Agencies & Commissions

Application for Vacancy on Boards, Agencies & Commissions

Date	10/12/2020
First and Last Name	Marie Troiano
Address	1156 Enfield Street
City	Enfield
State	CT
Zip	06082
Phone Number	8608490457
Second Phone:	8607452223
Email	marietroiano@cox.net
Occupation	Interior Design
Occupation Phone Number	8606986491
Party Affiliation	Democrat
Registered Voter	Yes
Name of the Board You Wish to Apply For:	Historic District Commission
Appointment	Reappointment
Please outline your qualifications and how you feel you would contribute to the committee or commission:	I am a life long resident of Enfield. I grew up in a home in the historic district and now own my own home in the historic district. I have a passion for historical restoration and a commitment to preservation. My education and profession is interior design which is a solid background for being a member of the Historic Commission. I have been a member of the Commission for the past 13 years and would like to continue serving the Town of Enfield.

Have you ever served on a Board, Commission or Agency in Enfield or elsewhere? Yes

If so, please state name of board, commission or agency and time server: Historic District Commission

If this is a reappointment, please list the number of meetings attended during the last 12 months: 11

If the committee or commission which you requested has no more vacancies, would you consider appointment to another committee or commission? No

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TOWN OF ENFIELD

APPLICATION FOR VACANCY ON AGENCIES, BOARDS & COMMISSIONS

Name RICHARD SZEWCZAK Date OCT 9 2020

Address 35 SOUTH ROAD

Telephone (Home) 866-763-1872 (Work) 860-677-4570

Email Address RICHARD@SZEWCZAK-ASSOCIATES.COM Occupation ENGINEER

Registered Voter (Yes) (No) Party Affiliation R

Agency, Board, or Commission Interested In: HOUSING BOARD OF APPEALS

New Appointment Reappointment

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

Please outline your qualifications and how you feel you would contribute to the Agency, Board or

Commission. I HAVE BEEN A MEMBER OF THIS BOARD FOR A SIGNIFICANT PERIOD OF TIME (20+ YEARS?) AND WE HAVE ONLY HAD TO HOLD A MEETING ONCE OR TWICE - BUT I AM A CIVIL ENGINEER WHICH FULFILLS A BOARD MEMBER REQUIREMENT!

Have you ever served on an Agency, Board or Commission in Enfield or elsewhere? YES

If yes, please state the name of the Agency, Board or Commission and the time served. IWWA

CONSERVATION COMMISSION AND CURRENTLY P&Z / ECONOMIC DEVELOPMENT

If the Agency, Board or Commission which you requested has no more vacancies, would you consider appointment to another? NO

PLEASE MAIL TO:

TOWN MANAGER'S OFFICE
TOWN OF ENFIELD
820 ENFIELD STREET
ENFIELD CT 06082

OR FAX to 253-6310

THANK YOU FOR YOUR
INTEREST IN THE
TOWN OF ENFIELD



TOWN OF ENFIELD

October 14, 2020

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Request for Transfer of Funds to Close FY 2020

Councilors:

Highlights:

- There is a "Housekeeping" transfer to remove all negative budget items from the 2020 fiscal year.
- This is an annual transfer request.
- Most accounts are salary and benefit related accounts caused by salary increases due to union contract negotiations or due to benefit election changes.

Budget Impact:

There is no overall budget impact to this transfer.

Recommendation:

That the Town Council approve this transfer.

Respectfully Submitted,

John A. Wilcox
Director of Finance

Attachments:

1. Resolution
2. Attachment A

**ENFIELD TOWN COUNCIL
RESOLUTION NO. _____**

Resolution Approving Transfers of Funds to Close Fiscal Year 2020

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

CERTIFICATION: I hereby certify that the funds stated in Attachment A are available as of October 14, 2020.

Created: John A. Wilcox, Director of Finance
Date: October 14, 2020

Department	Account	Description	To Amount	From Amount	Account	Description
General Fund						
Town Manager						
	10120000	511000 Salaries	8,394	237	10120000	550000 Other Purchased Services
	10120000	516000 Stipend	237			
Town Attorney						
	10130000	511000 Salaries	31,728	685	10130000	532200 Professional Development
	10130000	512000 Salaries - Part Time	24,172			
	10130000	522000 Social Security	685			
Town Clerk						
	10160100	511000 Salaries	32,785	547	10160100	554000 Advertising
Records Management						
	10161600	511000 Salaries	531			
	10161600	516000 Stipend	16			
Human Resources						
	10170000	533900 Other Professional Services	2,700	2,700	10170000	521000 Health/Medical Insurance
Finance						
	10180100	511000 Salaries	1,358	1,383	10180100	533100 Financial/Audit
	10180100	516000 Stipend	25			
Treasury						
	10181000	511000 Salaries	2,499	2,535	10181000	521000 Health/Medical Insurance
	10181000	516000 Stipend	36			
Assessor						
	10183000	521000 Health/Medical Insurance	576	576	10183000	553500 Postage
General Services						
	10184000	511000 Salaries	623	687	10184000	561200 Office Supplies
	10184000	512000 Salaries - Part Time	64			
Police Services						
				20	10200500	561900 Other Supplies/Materials
Emergency Management						
	10250000	512000 Salaries - Part Time	13			
	10250000	522000 Social Security	6			
	10250000	522100 Medicare	1			
Highway Maintenance						
	10300370	521000 Health/Medical	4,403	4,403	10300370	514000 Overtime

Department	Account	Description	To Amount	From Amount	Account	Description
T'ville Revitalization						
	10606155	521000 Health/Medical	1,316	1,316	10606155	514000 Overtime
Economic and Comm Develop						
	10606600	511000 Salaries	1,157	377	10606600	554000 Advertising
				780	10606600	555100 Copying & Reproduction
Building Inspection						
	10606800	511000 Salaries	859	1,245	10606800	521000 Health/Medical
	10606800	514000 Overtime	386	806	10606800	532200 Professional Development
	10606800	516000 Stipend	806			
Code Enforcement						
	10606900	521000 Health/Medical	232	232	10606900	532200 Professional Development
Employee Benefits						
				32,785	10800091	519000 Employee Separation Pay
Unallocated Charges						
				101,721	10800092	593070 Transfer to Collective Bargaining
Debt Service						
	10800096	583000 Interest Expense	81,367	43,940	10800096	533100 Financial/Audit
Total General Fund			<u>196,975</u>	<u>196,975</u>		
Water Pollution Control						
Water Pollution Control						
	21003350	521000 Health/Medical	7,375	11,430	21003350	541100 Water/Sewerage
	21003350	522000 Social Security	4,055			
Total Water Pollution Control Fund			<u>11,430</u>	<u>11,430</u>		

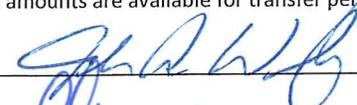
Department	Account	Description	To Amount	From Amount	Account	Description
Social Services						
Social Services Admin						
				1,486	22040001 516000	Stipend
Liability Insurance						
	22040090	552200 Property Insurance	681			
	22040090	552300 Fleet/Vehicle Insurance	805			
Congregate Living						
	22040413	512000 Salaries - Part Time	5,394			
	22040413	513200 Substitues	2,843			
	22040413	522000 Social Security	295			
Child Development						
				8,532	22040432 512000	Salaries - Part Time
Family Resource Center						
	22040470	522000 Social Security	368	368	22040470 516000	Stipend
FRC COVID-19						
	22048853	511000 Salaries	1,251	2,371	22048853 561900	Other Supplies/Materials
	22048853	512000 Salaries - Part Time	961			
	22048853	522000 Social Security	129			
	22048853	522100 Medicare	30			
Total Social Services Fund			<u>12,757</u>	<u>12,757</u>		

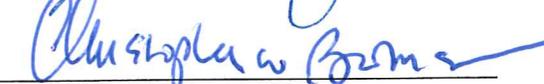
Library Fund

Library & Leisure - Admin						
	22505500	511000 Salaries	2,542			
	22505500	516000 Stipend	72			
Library						
	22505510	521000 Health/Medical Insurance	12,352			
Senior Center						
				14,966	22505520 533900	Other Professional Services
Total Library Fund			<u>14,966</u>	<u>14,966</u>		

Department	Account	Description	To Amount	From Amount	Account	Description
Insurance Reserve Fund						
Insurance Reserve - WPC				1,486	23500350 552800	Deductables/Small Claims
Insurance Reserve - Social Services						
	23500400	552200 Property Insurance	424			
	23500400	552300 Fleet/Vehicle Insurance	805			
	23500400	552800 Deductables/Small Claims	257			
Total Insurance Reserve Fund			<u>1,486</u>	<u>1,486</u>		

I hereby certify that the amounts are available for transfer per the guidelines established by the Town Council.

Finance Director 

Town Manager 



TOWN OF ENFIELD

October 7, 2020

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolution Authorizing the Town Manager to Enter into an Agreement with Connecticut Children's Alliance for The Pathways to Prevention Grant

Request for Transfer of Funds for Family Resource Center Pathways to Prevention Grant \$25,000

Highlights:

- The Family Resource Center (FRC) has been awarded the Pathways to Prevention grant of \$25,000 from the Connecticut Children's Alliance to focus on prevention of child abuse and neglect in partnership with Enfield KITE.
- Funds will be utilized to provide FRC staff salaries and benefits in order to provide virtual Circle of Security Parenting groups in collaboration with KITE; other professional services for the purpose of pediatrician staff training and for data collection and evaluation; and instructional materials and gift card incentives for parents attending the groups.
- The timeline for the grant is October 2020-September 2021 and we request that any unspent funds as of June 30, 2021 be transferred to the FY 21-22 budget for expenditure in accordance with the grant requirements.

Budget Impact:

There is no impact to the budget.

Recommendation:

The Town Council adopts the attached Resolutions.

Respectfully Submitted,

Cynthia Guerri
Director of Social Services

Attachment:

1. Resolutions (2)

ENFIELD TOWN COUNCIL

RESOLUTION NO. ____

**Resolution Authorizing the Town Manager to
Sign the Connecticut Children's Alliance Pathways to Prevention Grant**

WHEREAS, the Town of Enfield Family Resource Center has received a grant from Connecticut Children's Alliance; and

WHEREAS, Connecticut Children's Alliance distributes Connecticut's share of the federal Community Based Child Abuse Prevention funds following the federal fiscal year.

RESOLVED, that the Town Manager, is authorized to sign the Connecticut Children's Alliance Pathways to Prevention grant contract, subject to review and approval by the Town Attorney, in the name and on behalf of the Town of Enfield and to affix the Corporate Seal.

BE IT FURTHER RESOLVED, that, because the funding follows the federal fiscal year ending September 30, 2021, the Finance Department will appropriate any remaining funds at the end of the Town's fiscal year in the next fiscal year.

Date Submitted: October 19, 2020
Submitted by: Cynthia Guerreri, Director of Social Services

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

Salaries	22040470 511000	\$10,629
Social Security	22040470 522000	\$ 659
Medicare	22040470 522100	\$ 154
Other Professional Services	22040470 533900	\$12,658
Other Supplies/Materials	22040470 561900	\$ 900

FROM: Family Resource Center

FRC OEC Pathways to Prevention Grant	22044470-460152	\$25,000
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CERTIFICATION: I hereby certify that the above-stated funds are available as of October 19, 2020.


John Wilcox, Director of Finance

APPROVED BY: _____ **Town Manager** **Date:** _____



TOWN OF ENFIELD

October 8, 2020

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolution Authorizing the Town Manager to Enter into and Sign the Amendment to Lease with Option to Purchase with the Opera House

Councillors:

Highlights:

- The Opera House Players, Inc., (OHP) has approached the Town to extend their lease at 100 High Street for a period of one year ending December 31, 2021.
- The lease between OHP and the Town commenced on January 1, 2019 and will terminate on December 31, 2020.
- OHP will continue paying \$1,000 monthly for rent.
- All other terms and conditions of the Lease shall remain in full force and effect.

Budget Impact:

There is no budget impact.

Recommendation:

That the Town Council adopt the attached resolution.

Respectfully Submitted,

Kasia Purciello
Assistant Town Manager

Attachments:

1. Resolution.

**ENFIELD TOWN COUNCIL
RESOLUTION NO. _____**

**Resolution Authorizing the Town Manager to Enter Into and
Sign the Amendment to Lease with Option to Purchase
with The Opera House Players, Inc.**

WHEREAS, the Town and The Opera House Players, Inc. entered into a two-year Lease with Option to Purchase for 100 High Street; and

WHEREAS, the term of the Lease expires on December 31, 2020; and

WHEREAS, the parties wish to extend the term of the lease for an additional one-year period commencing January 1, 2021 and ending December 31, 2021.

NOW THEREFORE BE IT RESOLVED, the Town Manager, Christopher W. Bromson, is authorized to enter into and sign the Amendment to Lease with Option to Purchase with The Opera House Players, Inc. in the name and on behalf of the Town of Enfield, subject to review and approval by the Town Attorney.

Date Prepared: October 9, 2020

Prepared By: Town Attorney's Office