



**AGENDA
ENFIELD TOWN COUNCIL
REGULAR MEETING**

**Tuesday, January 17, 2017
7:00 p.m. – Council Chambers**

1. **PRAYER – Liz Davis**
2. **PLEDGE OF ALLEGIANCE.**
3. **ROLL CALL.**
4. **FIRE EVACUATION ANNOUNCEMENT.**
5. **MINUTES OF PRECEDING MEETINGS.**
 - **Special Meeting – January 3, 2017**
 - **Regular Meeting – January 3, 2017**
6. **SPECIAL GUESTS.**
 - **Mike Ciriello, Director of Development Services**
 - **Peter Bryanton, Director of Community Development**
7. **PUBLIC COMMUNICATIONS AND PETITIONS.**
8. **COUNCILOR COMMUNICATIONS AND PETITIONS.**
9. **TOWN MANAGER REPORT AND COMMUNICATIONS.**
 - **Project and Activities Report**
10. **TOWN ATTORNEY REPORT AND COMMUNICATIONS.**
11. **REPORT OF SPECIAL COMMITTEES OF THE COUNCIL.**
 - **Enfield High School Renovation Building Committee**
 - **JFK Pre-Referendum Committee**
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 6/30/2018. (Tabled 09/15/2014)

2. **Clean Energy Committee-** The Term of Office of Suzanne Giwoyna (U) Expires 03/17/2016. Reappointment or Replacement Would be Until 03/17/2020. (Tabled 03/21/2017)
3. **Clean Energy Committee-** A Vacancy Exists Due to the Resignation of Patrick Droney (R). Replacement Would be Until 03/17/2018. (Tabled 07/05/2016)
4. **Clean Energy Committee-** A Vacancy Exists Due to the Resignation of Andrew Laprade (D). Replacement Would be Until 03/17/2018. (Tabled 07/05/2016)
5. **Clean Energy Committee –** A Vacancy Exists Due to Resignation of Ann Marie Dooley. Replacement Would be Until 03/17/2009. (Tabled 07/05/2016)
6. **Clean Energy Committee-** A Vacancy Exists Due to the Resignation of Raymond Bouchard (R). Replacement Would be Until 03/17/2018. (Tabled 09/06/2016)
7. **Commission on Aging -** The Term of Office of Howard Florian (U), Expires 12/31/2016. Reappointment or Replacement Would be Until 12/31/2019.(Tabled 12/19/2016)
8. **Connecticut River Assembly –** The Term of Office of William Garner, Regular (D) Expired on 01/12/2013. Reappointment or Replacement Would be Until 01/12/2019. (Tabled 02/04/2012)
9. **Connecticut River Assembly (Alternate) -** The Term of Office of Leonard Delorge Expires 01/12/2016. Replacement Would be Until 01/12/2018.(Tabled 01/19/2016)
10. **Connecticut Water Company Advisory Council Enfield Representatives-** A Vacancy Exist Due to a Resignation (R). Replacement Would be Until 01/01/2018. (Tabled 04/16/2012)
11. **Enfield Beautification Committee –** A Vacancy Exists for Rachel Burnes (U), by Resolution No 3672, Replacement Would be Until 12/01/2019.(Tabled 06/20/2016)
12. **Enfield Beautification Committee –** A Vacancy Exists for Todd Barsalou (R), by Resolution No 3672, Replacement Would be Until 12/01/2018. (Tabled 06/20/16)
13. **Enfield Beautification Committee -** The Term of Office of Kristine Mele (R), Expires 12/01/2016. Reappointment or Replacement Would be Until 12/01/2019. (Tabled 12/19/2016)
14. **Enfield High School Renovation Building Committee –** A Vacancy Exists Due to the Resignation of Walter Kruzal (R), Replacement Would be Indefinite. (Tabled 12/07/2015)
15. **Enfield High School Renovation Building Committee –** A Vacancy Exists Due to the Resignation of George Rypysc (D), Replacement Would be Indefinite. (Tabled 12/07/2015)

16. **Enfield High School Renovation Building Committee - A Vacancy Exists** Due to the Appointment of Laura Vella (U) to a Regular Member. Replacement is Indefinite. (Tabled 10/05/2015)
17. **Enfield Revitalization Committee – A Vacancy Exists Due to the Resignation** of Rebecca Olesen (D). Replacement Would Be Until 04/30/2017. (Tabled 06/06/2016)
18. **Enfield Revitalization Committee – A Vacancy Exists Due to the Resignation** of Kassie Huhtanen(D). Replacement Would be Until 4/30/2017. (Tabled 06/06/2016)
19. **Greater Hartford Transit District – The Term of Office of Stephen Mitchell** (R), Expires 06/30/2016. Reappointment or Replacement Would be Until 06/30/2020.(Tabled 06/20/2016)
20. **Inland Wetland and Watercourse Agency (Alternate) – A Vacancy Exists** Due to the Appointment of Robert Chagnon (R) to a Regular Member. Replacement Would be Until 06/30/2017. (Tabled 10/05/2015)
21. **Inland Wetland and Watercourse Agency (Alternate) – A Vacancy Exists** Due to the Appointment of Kevin Zorda (U) to a Regular Member. Replacement Would be Until 06/30/2019. (Tabled 10/03/2016)
22. **John F. Kennedy Pre-Referendum Committee – A Vacancy Exists Due to** the Resignation of Scott Ellis (R). Replacement Would be Indefinite. (Tabled 12/19/2016)
23. **Loan Review Committee – The Term of Office of Jason Jones (R), Expires** 12/31/2015. Reappointment or Replacement Would be Until 12/31/2017. (Tabled 12/21/2015)
24. **Loan Review Committee - The Term of Office of Anne Brislin (R), Expires** 12/31/2016. Reappointment or Replacement Would be Until 12/31/2018.(Tabled 12/19/2016)
25. *****Loan Review Committee - The Term of Office of Billie-Jean Griffin (D),** Expires 12/31/2016. Reappointment or Replacement Would be Until 12/31/2018. (Tabled 12/19/2016)
26. **Planning and Zoning Commission (Alternate) – A Vacancy Exists due to** the Appointment of an Alternate to a Regular Member (U). Replacement Would be Until 12/31/2017. (02/01/2017)
27. **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 06/30/2018.(Tabled 11/21/2016)
28. **Zoning Board of Appeals (Alternate) – The Term of Office of Robert** Gillespie (R), Expires 12/31/2015. Reappointment or Replacement Would be Until 12/31/2018. (Tabled 12/21/2015)

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 11/01/2021. (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 02/04/2013)
 4. **Building Code Appeals Board-** The Term of Office of Gary Sullivan,(R) Engineer Expired on 11/01/2014. Reappointment of Replacement Would be Until 11/01/2019.(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** – The Term of Office of Samuel McGill (D), Expired 06/30/2008. Replacement Would be Until 06/30/2016.
 7. **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)
 8. **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)
 9. **Housing Code Appeals Board** - The Term of Office of Karen Chadderton (D), Registered Nurse, Expired 05/01/2016. Replacement Would be Until 05/01/2021. (Tabled 05/16/2016)
- C. Discussion:** Establish Community Center Study Committee. (Develop Charge and Apoint Members) (Tabled 01/05/2009)
- D. Discussion:** Higgins Park on the Green. (Tabled 11/10/14)
- E. Discussion:** Scantic River Park. (Tabled 10/05/2015)
- F. Discussion:** Commemorative Partner Program. (Tabled 12/21/2015)
- 13. NEW BUSINESS.**
- A. Consent Agenda – Action.**
 - B. Appointment(s)–Town Council Appointed.**
 - C. Appointment(s) – Town Council Appointed.**
 1. **Enfield Revitalization Committee** – A Vacancy Exists Due to the Resignation of Brent Ciszek (D). Replacement Would be Until 4/30/2017.
 - D. Appointment(s) – Town Manager Appointed/Council Approved.**

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

14. ITEMS FOR DISCUSSION.

A. **Consent Agenda – Review.

B. Appointment(s) – Town Council Appointed.

1. **Board of Education** - A Vacancy Exists due to the resignation of Michael Ludwick (R). Replacement Would be Until 11/21/2017.
2. **Enfield Housing Partnership**- A Vacancy Exists Due to the Resignation of Mary Ellen Kuraska. Replacement Would be Indefinite.
3. **Commission on Aging** - A Vacancy Exists Due to the Resignation of Anthony Messina (R). Replacement Would be Until 12/31/2017.

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 Building Inspection \$15,000.

F. Discussion/Resolution: Resolution Authorizing the Town Manager to Enter Into Agreement with WE 25 Bacon Road LLC.

G. Discussion/Resolution: Resolution Authorizing Town Officials to Enter Into a Memorandum of Understanding By and Between the Public Safety Service Providers.

H. Discussion/Resolution: Crowley v. Town

I. Discussion/Resolution: New Horizons v. Town

J. Discussion Resolution: McDaniel v. Town

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
TUESDAY, JANUARY 3, 2017**

The Special Meeting of the Enfield Town Council was called to order by Chairman Kaupin in the Enfield Room of the Enfield Town Hall, 820 Enfield Street, Enfield, Connecticut on Tuesday, January 3, 2017 at 5:30 p.m.

ROLL-CALL - Present were Councilors Arnone, Bosco, Davis, Deni, Edgar, Kaupin, Lee and Szewczak. Councilor Cekala arrived at 5:40 p.m. Also present were Town Manager Bryan Chodkowski, Town Attorney Christopher Bromson, Town Clerk Suzanne Olechnicki

MOTION #3962 by Councilor Lee, seconded by Councilor Szewczak to go into Executive Session to discuss Pending or Threatened Litigation, Personnel Matters and Real Estate Negotiations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3962** adopted 8-0-0 and the meeting stood recessed at 5:31 p.m.

EXECUTIVE SESSION

The Executive Session of the Enfield Town Council was called to order by Chairman Kaupin at 5:32 p.m.

ROLL-CALL - Present were Councilors Arnone, Bosco, Davis, Deni, Edgar, Kaupin, Lee and Szewczak. Councilor Cekala arrived at 5:40 p.m. Also present were Town Manager Bryan Chodkowski, Town Attorney Christopher Bromson, Town Clerk Suzanne Olechnicki

Chairman Kaupin recessed the Executive Session at 5:46 p.m., reconvened the Special Meeting at 5:47 p.m. and stated that during Executive Session, Pending or Threatened Litigation, Personnel Matters and Real Estate Negotiations were discussed with no action or votes being taken.

MOTION #3963 by Councilor Lee, seconded by Councilor Szewczak to recess the Special Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3963** adopted 9-0-0 and the meeting stood recessed at 5:46 p.m.

Chairman Kaupin reconvened the Special Meeting at 5:50 p.m.

ADJOURNMENT

MOTION #3964 by Councilor Lee, seconded by Councilor Cekala to adjourn.

Upon a **SHOW OF HANDS** vote being taken the Chair declared **MOTION #3964** adopted 9-0-0 and the meeting stood adjourned at 5:52 p.m.

Suzanne F. Olechnicki
Town Clerk/Clerk of the Council

**ENFIELD TOWN COUNCIL
MINUTES OF A REGULAR MEETING
TUESDAY, JANUARY 3, 2017**

The Regular Meeting of the Enfield Town Council was called to order by Chairman Kaupin in the Council Chambers of the Enfield Town Hall, 820 Enfield Street, Enfield, Connecticut on Tuesday, January 3, 2017. The meeting was called to order at 7:00 p.m.

PRAYER – The Prayer was given by Councilor Cekala.

PLEDGE OF ALLEGIANCE – The Pledge of Allegiance was recited.

ROLL-CALL – Present were Councilors Arnone, Bosco, Cekala, Davis, Deni, Edgar, Kaupin, Lee and Szewczak. Councilor Hall entered at 7:15 p.m. Also present were Town Manager, Brian Chodkowski; Town Clerk, Suzanne Olechnicki; Town Attorney, Christopher Bromson; Director of Finance, John Wilcox; Superintendent of Assessment and Revenue, Della Froment; Library Director, Jason Neely; Social Services Director, Dawn Homer-Bouthiette; Director of Public Works, Jonathan Bilmes

FIRE EVACUATION ANNOUNCEMENT

Chairman Kaupin made the fire evacuation announcement.

MINUTES OF PRECEDING MEETINGS

MOTION #3965 by Councilor Arnone, seconded by Councilor Szewczak to accept the minutes of the December 19, 2016 Regular Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3965** adopted 9-0-0.

SPECIAL GUESTS

Jason Neely, Library Director, gave a presentation about the library website.

Mr. Neely shared the changes made to the library's website. He noted the goal was to make the website more aesthetically pleasing and user friendly because it was very difficult to navigate and find information. He stated more than half of web traffic comes in via mobile devices, i.e., I-Pads and phones and the website was almost un-navigable. Mr. Neely highlighted the difference between the current library website and the new website.

Councilor Arnone stated it is the same issue with all the department sites. He commended Mr. Neely for redesigning the library's website.

Mr. Chodkowski stated the Town is working toward a Town website that is more user friendly.

Councilor Szewczak questioned what is required as far as maintenance of the library's website, and Mr. Neely stated it will actually be less time to maintain the new website, and that responsibility will be divided up as it is currently.

Councilor Bosco stated he likes the new design and looks forward to trying it.

Councilor Deni commended Mr. Neely for doing this and stated his belief all the departments should be doing the same.

PUBLIC COMMUNICATIONS & PETITIONS

Maureen Mullen, 1625 King Street

Questioned who she should refer questions to regarding the earth moving project at the CREC site.

She noted much soil is leaving the site, and it's up to 90 truckloads a day for the past two weeks. She stated her understanding the most contaminated soil was taken out of state. She noted the days that there has been rain, the ditch has filled up with muddy water. She questioned if any Town employees or commissioners are monitoring this process.

Ms. Mullen thanked the Town Attorney for his efforts.

She referred to Mullen Road and Mullen Hill and noted a lot of trees have been cut down at the top of the hill. She noted in the past there was a snow fence that went along the top of the hill and that stopped the drifting snow from filling in the hill. She suggested that be kept in mind.

William Ballard, 321 Abbe Road

Expressed appreciation for the Town straightening out bumps on Raffia Road.

Mr. Ballard stated approaching Town Farm Road from Wallop School Road, drivers are taking their lives in their hands because the traffic coming over the hill is fast. He suggested perhaps the Town can contact the property owner to cut back some brush to provide more visibility.

He noted a few weeks ago, the Town was talking about a path that will go to Somers and doing some restructuring in the Fletcher Road area. He stated his belief the easiest solution is to put in a walkway from Town Farm Road down Abbe Road all the way to Broadbrook Road and hook up going into Ellington, Tolland and Rockville. He stated his belief his street is the only street that doesn't have sidewalks all the way up one side or the other. He noted since the road has been re-paved, drivers are speeding. He stated between Jewell Street and the brook, there's no complete sidewalk to walk up Abbe Road, and he feels something has to be done about that. He stated there are 240 homes on

Neelans Road and the lower half of Abbe Road, and people can't walk in this area. He pointed out there are families with little children in this area, and they cannot walk from Grant Road to Jewell Street. He stated he would like this looked into.

COUNCILOR COMMUNICATIONS AND PETITIONS

MOTION #3966 by Councilor Lee, seconded by Councilor Szewczak to suspend the rules to address under Miscellaneous Items 14 A1 through A3, E, F, G and H.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3966** adopted 10-0-0.

Chairman Kaupin stated a lot of tipper barrels are being put out not according to the ordinance or schedule. He questioned if something can be done to educate the public regarding this.

He stated there will be a "Chili For Life Cook Off" on Saturday, January 21st at the Pleasant View Golf Center from 11:00 a.m. to 4:00 p.m. Tickets are \$7.00. He stated ages 6 and under or 70 and over are free. He noted this year's event will benefit an Enfield resident, Al Baker, who is a former firefighter in Hartford and a volunteer firefighter in Somers. He stated Mr. Baker was involved in a very bad accident and needed numerous surgeries. He noted Mr. Baker's wife works for the Town of Enfield.

Chairman Kaupin stated Governor Malloy reduced the budget by over a half a million dollars to the Town of Enfield, which is \$226,000 in ECS funding and over \$300,000 in LOCIP funding. He referred to the ECS funding and questioned based on resolutions that Council passed when adopting the budget, whose responsibility is it to cover the \$226,000 reduction in ECS. He questioned the impact regarding the \$300,000 LOCIP funding, and what project(s) will that impact on the Town side, and what funding options does the Town have if they deem projects critical whereby they may have to move money from one project to another, and what are the options to handle LOCIP.

He stated the State Comptroller, Kevin Lembo, came out with an update. Mr. Lembo stated this fiscal year, he's projecting the State is in deficit by \$56.2 million and next fiscal year, it's \$1.3 billion dollars. He warned Enfield residents to prepare themselves because unless the State can do something with the new Legislature, there will be some tough decisions. He noted at this time they're looking at a \$226,000 reduction in ECS, but the new projection could mean millions across the board.

Councilor Bosco stated he received a complaint from a resident that a neighbor's cars are all registered in Massachusetts. He stated something has to be done about this because the Town can get more revenue by collecting money owed to Enfield.

Councilor Deni agreed with Councilor Bosco and noted when he was campaigning, he saw residents' cars with Massachusetts plates. He noted this is a growing problem. He

stated his understanding residents have 90 days to change their plates, and some people have out of state registrations for long period of time.

Councilor Bosco stated years ago, an Enfield police officer use to ticket and tow away these cars. He stated his belief there has to be a way to use laws in place to correct this problem. He noted the Town of Enfield talks about needing money, but there are people living in Enfield and not paying their fair share.

TOWN MANAGER REPORT & COMMUNICATIONS

Mr. Chodkowski stated they're working on a troubled properties listing, and this is a cooperative effort between Planning, Zoning and Public Health. He noted they're looking at the ten worst properties that continue to be repeat offenders.

He stated the 2017/18 budget is rapidly approaching, and they're putting together a tax and service list of comparable regional municipalities to be used as part of the budget process.

He noted they are also looking at committee structure and staff support issues, employee appraisals, and personnel policy manual updates. He stated he and the Finance Director are meeting with all of the fire district leadership later in the month to talk with them about their questions and concerns about the grand list and tax distribution, as well as tax abatements and how those impact the districts.

Mr. Chodkowski stated the new Director of Development Services, Michael Ciriello, will be at the next Town Council meeting.

TOWN ATTORNEY REPORT & COMMUNICATIONS

Attorney Bromson stated he had no formal report this evening.

REPORT OF SPECIAL COMMITTEES OF THE COUNCIL

Enfield High School Renovation Building Committee

JFK Pre-Referendum Committee

There were no Committee reports regarding Enfield High School or JFK Middle School this evening.

Councilor Lee stated the Enfield Culture and Arts Commission will be producing a juried artists and craftsmen show on the Town Green for Saturday, September 30th. He noted this event will promote Enfield artists and craftsman.

OLD BUSINESS

Appointments (Town Council)

MOTION #3967 by Councilor Arnone, seconded by Councilor Deni to remove Item #19 from the table.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3967** adopted 10-0-0.

NOMINATION #3968 by Councilor Cekala to appoint Jennifer Bakowski (D) to the Ethics Commission as an Alternate for a term which expires 10/31/2017.

MOTION #3969 by Councilor Hall, seconded by Councilor Szewczak to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3969** adopted 10-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Jennifer Bakowski appointed to the Ethics Commission as an alternate by a 10-0-0 vote.

MOTION #3970 by Councilor Lee, seconded by Councilor Hall to remove Item #23 from the table.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3970** adopted 10-0-0.

NOMINATION #3971 by Councilor Lee to appoint Jason Walsh (R) to the John F. Kennedy Pre-Referendum Committee for an indefinite term.

NOMINATION #3972 by Councilor Cekala to appoint Gina Sullivan (R) to the John F. Kennedy Pre-Referendum Committee for an indefinite term.

MOTION #3973 by Councilor Hall, seconded by Councilor Lee to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3973** adopted 10-0-0.

Chairman Kaupin stated when the last opening came up on the John F. Kennedy Pre-Referendum Committee, it was a Democratic appointment to fill, and the Republicans allowed the Democrats to come forward with their nomination, and the Republicans supported that nomination 100% as well as other Democratic appointments on boards and commissions, therefore, he asked the Democrats to honor the Republican's nomination. He pointed out the Republicans interviewed Jason Walsh, and they believe he will make a great addition to the John F. Kennedy Pre-Referendum Committee.

Councilor Cekala stated Gina Sullivan served on the pre-referendum committee for the Enfield High School Building Committee, and she is currently on the Enfield High School Building Committee. She noted Ms. Sullivan is a registered Republican, therefore, it would not be a Democratic nomination.

Chairman Kaupin questioned whether the Democrats want Republicans to start nominating Democrats for Democratic open positions. He noted that is something that they don't do. He questioned why this is being done now. He added his belief this is unfair.

Councilor Davis stated her belief the Republicans didn't want to seat her on the Council unless they did a backdoor deal. She noted her interview was recorded.

She stated Gina Sullivan is extremely qualified for this position, has done an amazing job in four years, and she doesn't understand why Republicans sought another applicant because of personal issues. She stated they should do what's right for the citizens.

Chairman Kaupin stated he supported the nomination of Councilor Davis to this Council a hundred percent, and the request was that she be interviewed. He noted Councilor Edgar gave his word that Councilor Davis was going to resign as Chairman of the Democratic Town Committee as a way for the Republicans to support her appointment to the Council, and she was supposed to resign, but she hasn't. He stated this was questioned and it was said they're having difficulty finding a new chair.

Chairman Kaupin stated the Republicans have supported the Democrats' appointments and nominations. Councilor Davis disagreed about the one hundred percent support noting they didn't support the appointment of Virginia Higley.

Councilor Davis stated she will be fine when the Democratic Committee is ready to vote and bring in a Chair. She stated stipulations behind doors have to stop.

Chairman Kaupin stated his belief accusations are being made that are totally false. He pointed out they have a new, willing person to serve on this committee.

Councilor Bosco noted Gina Sullivan is a friend to him, but it was never mentioned by anyone that Gina Sullivan's name would be brought up, and for that reason he will support Jason Walsh.

Councilor Bosco stated he finds it very troubling that someone would tape a private meeting. He questioned whether Executive Sessions are also being taped. He stated he finds this very offensive and unethical. He noted Councilor Davis should resign her seat now for that.

Councilor Edgar stated at leadership he said they were going to bring up Gina Sullivan. He noted he spoke to Chairman Kaupin several times and told him about the internal

problems the Democratic Town Committee was having in replacing Councilor Davis. He noted once those problems are resolved, proper things will be done.

Councilor Edgar stated about four years ago, the Democrats put a name up for the Town Council, and the Republicans knocked it down.

Chairman Kaupin asked the Democrats to support the Republicans' choice for the JFK Committee. He pointed out if the Democrats choose not to support their choice, this will come up at future meetings until he is seated.

Upon a **ROLL-CALL** vote being taken, the nominations failed by a 5-5-0 vote, with Councilors Arnone, Cekala, Davis, Deni, and Edgar voting for Gina Sullivan and Councilors Hall, Kaupin, Lee, Szewczak and Walsh voting for Jason Walsh.

Discussion followed about whether the Chair could break the tie by voting twice. Attorney Bromson stated according to the Town Charter, six affirmative votes are required to pass anything, and that should trump Roberts Rules of Order, however, he will research this for the next meeting.

MOTION #3974 by Councilor Lee, seconded by Councilor Hall to take a five minutes recess.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3974** adopted 10-0-0, and the meeting stood recessed at 7:58 p.m.

Chairman Kaupin reconvened the meeting at 8:10 p.m.

All other Old Business items remained tabled.

NEW BUSINESS

NOMINATION #3975 by Councilor Szewczak to appoint Michael Ludwick (R) to the Enfield Town Council as a Councilor-At-Large for a term which expires 11/13/2017.

MOTION #3976 by Councilor Hall, seconded by Councilor Lee to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3976** adopted 10-0-0.

Councilor Davis stated at this time she can't vote in favor of this because she has emails from parents asking not to support Mr. Ludwick after he just voted to close a school and now he's going to the Town Council. She noted this is the only reason she can't support him, although she knows he would do a great job.

Chairman Kaupin stated he supports Mr. Ludwick's appointment to the Council. He noted they did serve on the Council together years ago before he stepped away to have

more time with his family. He stated he has been really impressed with his performance on the Board. He noted he brings a wealth of knowledge through his career and his involvement with the community. He stated when Mr. Ludwick stepped away from elected politics, he stayed involved in volunteer service in Enfield. He feels he will be a great addition to the Council. He noted he has heard praise about his service on the Insurance Committee, and Mr. Ludwick has a lot invested in this community, and he feels he will be a great addition to fill the vacancy left by Gregg Stokes.

Councilor Hall stated she had the privilege of serving with Mr. Ludwick on the Town Council in the past, and he was a great Town Council person. She added he was also a great asset on the Insurance Subcommittee.

Upon a **ROLL-CALL** vote being taken, the Chair declared Michael Ludwick appointed to the Town Council by a 9-1-0 vote, with Councilor Davis voting against.

ITEMS FOR DISCUSSION

All items were moved to Miscellaneous.

MISCELLANEOUS

MOTION #3977 by Councilor Hall, seconded by Councilor Deni to approve the Consent Agenda.
Child Development Center \$7,500 Transfer
Town Manager \$15,000 Transfer
Authorize Town Manager – Agreement with Federal Substance Abuse & Mental Health Svcs Admin

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3977** adopted 10-0-0.

RESOLUTION #3978 by Councilor Arnone, seconded by Councilor Hall.

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

TO:	Family Resource Center Revenue		
	22044470 460098	LEGO Grant	\$14,487
	22046098 533900	Other Professional Services	\$20,688
	22046098 561100	Instructional Supplies	\$ 7,848
	22046098 573300	Furniture and Fixtures	\$ 1,169
FROM:	Family Resource Center Expenses		
	22046098 512000	Salaries	\$41,030
	22046098 522000	Social Security	\$ 2,562
	22046098 522100	Medicare	\$ 600

CERTIFICATION: I hereby certify that the above-stated funds are available as of December 9, 2016.

/s/ Rose Bouchard, Deputy Director of Finance

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3978** adopted 10-0-0.

RESOLUTION #3979 by Councilor Hall, seconded by Councilor Szewczak.

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

TO:	Enfield Child Development Center Expenses		
	22040432 532400	Field Trips	\$ 1,500
	22040432 533900	Other Professional Services	\$ 1,000
	22040432 561100	Instructional Supplies	\$23,000
	22040432 573400	Technology Equipment	\$25,000
FROM:	Enfield Child Development Center Revenue		
	22044432 460098	LEGO Grant	\$50,500

CERTIFICATION: I hereby certify that the above-stated funds are available as of December 9, 2016.

/s/ Rose Bouchard, Deputy Director of Finance

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3979** adopted 10-0-0.

RESOLUTION #3980 by Councilor Arnone, seconded by Councilor Szewczak.

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

TO:	CIP		
	CT Greenbank Equipment	31008333-573000	\$21,198.28
FROM:	CIP		
	Grants Other	31042017-460001	\$21,198.28

CERTIFICATION: I hereby certify that the above-stated funds are available as of December 21, 2016.

/s/ Rose Bouchard, Deputy Director of Finance

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3980** adopted 10-0-0.

RESOLUTION #3981 by Councilor Lee, seconded by Councilor Szewczak.

WHEREAS, Conn. Gen. Stat. 12-63c requires that the owner of rental income property submit an income and expense report; and

WHEREAS, failure to do so subjects the owner to a ten percent penalty; and

WHEREAS, Conn. Gen. Stat. 12-63c (d) allows the Assessor or the Board of Assessment Appeals to waive the penalty associated with income and expense reports; and

WHEREAS, in accordance with the Town Charter, Chapter 3, Section 6, a Public Hearing was held on January 3, 2017; and

WHEREAS, it has been determined that it is in the best interest of the Town to adopt the ordinance, attached hereto, allowing such a waiver;

NOW, THEREFORE, BE IT RESOLVED, the Enfield Town Council does hereby adopt the amendment to Enfield Town Code, waiver of penalty on income and expense reports.

Councilor Szewczak questioned what they actually do with these reports. Ms. Froment explained the income and expense are used to drive an income approach to value of property during a reval year, which they do every five years. She noted they are using the most recent information (2014 and 2015 income) for the current grand list to derive what it is for a small three-unit rental commercial building on Enfield Street versus the Scitico area or Raffia Road. She noted each area of Town would have its own cost for income and expense so they have trending income and expense on all properties.

Councilor Szewczak questioned if that's part of the assessment of the property, and Ms. Froment responded that's correct.

Councilor Lee thanked the Assessor for closing a loop hole or fixing a quirk. He noted this definitely has an impact in maintaining values where they should be.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3981** adopted 10-0-0.

PUBLIC COMMUNICATIONS

William Ballard, 321 Abbe Road

Stated in 2008 he ran for State Rep and at that time the State Comptroller stated they were \$300 million in arrears. He noted he did some research and learned it was \$730 million. He stated a week after the election, the State was \$760 million in arrears.

Mr. Ballard stated the State Democratic party for the last five or six years has increased the budget close to a billion dollars just to pass the budget. He noted they borrowed the money and said they wouldn't start paying it off until three years. He stated the next year, they borrowed a billion dollars, and they said they weren't going to start paying it off for three more years. He noted they are now approaching the "atomic bomb", and this will continue for another six or seven years. He stated for years, the opposition party was trying to help towns with their taxes to make taxes lower for the individual person. He noted just the opposite has happened.

Maureen Mullen, 1625 King Street

Questioned who in town is monitoring the CREC work, and where should questions be referred to regarding this work.

Mr. Chodkowski stated the most appropriate staff person to contact would be Jonathan Bilmes, the Public Works Director.

COUNCILOR COMMUNICATIONS

Councilor Hall questioned whether anyone from the Town is monitoring the CREC site and the landfill.

Mr. Bilmes stated they have an employee at the transfer station whenever they're hauling material, and they're counting every truck and making sure the material goes where it is supposed to go and that everything is being graded properly. He noted the Town isn't monitoring the CREC site.

Attorney Bromson stated this has been followed. He noted the Town retains Fuss & O'Neill to test all the soil. He stated they're supposed to do new drainage to address the issues at Ms. Mullen's property. As concerns the grading and site work, a final plan had to be submitted to DEEP and engineering will be looking at that to be sure everything is done according to their promise and the court agreement.

ADJOURNMENT

MOTION #3982 by Councilor Hall, seconded by Councilor Szewczak to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3982** adopted 10-0-0, and the meeting stood adjourned at 8:30 p.m.

Respectfully submitted,

Suzanne F. Olechnicki
Town Clerk/Clerk of the Council

Jeannette Lamontagne
Secretary to the Council

Appended to minutes of
January 3, 2017 Regular
Town Council Meeting
See Page 8

ENFIELD TOWN COUNCIL
RESOLUTION NO. _____

Resolution Authorizing the Town Manager to Enter Into Agreement with the Substance Abuse and Mental Health Services Administration (SAMHSA)

RESOLVED, that the Town Manager, Bryan R. H. Chodkowski, is empowered to enter into and amend contractual instruments in the name and on behalf of the Town of Enfield with the Substance Abuse and Mental Health Services Administration (SAMHSA) for the Drug-Free Communities (DFC) Support Program Grant and to affix the Corporate Seal.

Date Submitted: December 19, 2016
Submitted by: Social Services Director



TOWN OF ENFIELD

TO: Enfield Town Council

FROM: Bryan R.H. Chodkowski
Town Manager 

DATE: January 13, 2017

RE: Projects & Activities Report (PAR)

CC: Town Department Directors &
Direct Reports

The following is a brief summary of activities and their progress over the last four weeks. The title-lines highlighted in yellow represent areas where information reported has changed from previous Projects & Activities Reports.

TOWN MANAGER'S OFFICE:

General Comments: Here are a few updates for Council on items of interest:

- **2017/2018 Town Budget** – A tentative budget schedule has been set. While subject to change, please note the following dates:
 - *Monday, April 3:* Initial presentation to Council;
 - *Wednesday, April 26:* Public Hearing;
 - *Monday, May 15:* Formal Adoption;
 - *Thursday, May 25:* Quarterly Q&A.
- **Energy Performance** – Contractual obligations with Honeywell and TD Bank have been executed. A supplemental contract from Peregrine as Owner's Agent has been received and will be reviewed the week of January 16. A pre-project meeting amongst all parties is scheduled for Tuesday, January 24.
- **Troubled Properties List** – A spreadsheet has been created and distributed on each department's involvement with the Troubled Properties. A meeting is being scheduled later this month to discuss different approaches to address these properties.

Hazardville Institute Renovation Grant: Last week, the Conservancy provided all the appropriate exhibits associated with the grant agreement to the Town. Furthermore, they requested minor modifications to the agreement which do not appear substantial. The matter has been referred to the Town Attorney's Office for review and comment.



TOWN OF ENFIELD

TOWN MANAGER'S OFFICE (CONT'D):

JFK Pre-Referendum Committee: Beginning in January, the Committee moved to a set meeting schedule. The Committee meets at 6:30 PM on the first and third Wednesday of the month in the JFK Library.

Development Services Committee: The Committee met on December 1 and discussed several matters involving property.

Joint Facilities Committee: The Committee will continued its work on Thursday, January 12. The group is working to complete an internal report designed to define exterior envelope needs at all Town-owned facilities.

ETV

Emergency Crawl System: Despite our best efforts, the ETV crawling message system cannot be repaired. A new ChyTV box, like the one that broke, will cost over \$9,000. A discussion on whether to eliminate the crawl system or purchase another system is now underway.

Interorganization Support: ETV provides support and service to a variety of agencies in Town. A few of the these services currently being provided by ETV are as follows:

Enfield Together Coalition: A selection of Public Service Announcements and one longer form PSA. Currently drawing up framework and scripting to be finalized later this month.

Enfield Police Department PSA: Public Service Announcements about officers and resources. Project is still in early stages of identifying information and practices for public knowledge.

History of Enfield: The pilot show for this idea is in stages of filming and post production. We are currently waiting for better weather to proceed with final filming of pilot.

Employee Recognition: A shout-out for Laurie Carr, Production Assistant, for keeping the office open during my vacation and having everything run smoothly. Also a shout-out to Alex Giner, videographer and meeting planner for doing a great job under difficult circumstances arranging crew schedules under changing meeting schedules.



TOWN OF ENFIELD

FINANCE:

FY 2015/2016 Year-End Audit: The audit has been completed and the financial statements have been issued. An electronic version has been uploaded to the Town website. We will be distributing copies to the Town Council in the next week. This task is now complete and will be removed from future PARs.

Grand List: With respect to the 2015/2016 Grand List, the motor vehicle supplement bills were mailed in time for the January 1 bill due date. The office is currently collecting these bills and the second installment of the real estate taxes. Taxpayers have until February 1st to pay before late fees are charged. For the 2016/2017 Grand List, the Assessor's office has completed the revaluation of the real estate values. They are currently finishing the business personal property and motor vehicle values. We will have an update on the overall grand list values in February.

WPC Billing Delinquencies: Delinquent sewer use customers have been sent lien notices. We are finalizing the list of delinquent users and are on track to place the first batch of liens by the end of December.

FY 2016/2017 Budget: Human Resources has populate Personal Services data and department heads are now in-putting their information for review by this office and the TMO. All draft department budgets are due in to the Town Manager's Office by Friday, January 27.

LIBRARY:

Library Services & Programming: The Library constantly strives to provide quality services and changing programs to meet the needs of both adult and youth audiences. Highlights of our recent efforts in these areas are as follows:

Service Delivery: In December, eCirculation had its biggest month-to-date for the circulation of downloadable and streaming content with more than 1,600 items checked out.

Children's Programming: The "Drop and Shop" program was held once again and continues to remain popular with our younger patrons.

Adult Programming: This month, we had an outstanding program on the history of Powder Hollow and a revamped "TechnoTopics."

Website: Following the presentation to Council, staff has been making final updates and plans to roll-out the new active site by month's end.

Construction Grant: Official notification of matching funding was submitted to the State Library. The grant now goes before the Bond Commission.



TOWN OF ENFIELD

HUMAN RESOURCES:

Clerical Union Negotiations: The Town is in discussion with the Union regarding coordination of arbitration. The Town spoke with the Union attorney today and is awaiting formal notification regarding arbitration.

Professional & Technical Union and Supervisory Union Negotiations: Negotiations continue with the most recent negotiation session held on January 12, 2017. No new proposals are being accepted going forward.

Police Pension Negotiation: A tentative agreement has been reached on this matter. Further information will be communicated to Council as appropriate.

Assistant Town Planner Recruitment: The new Assistant Town Planner, Raquel Ocasio, will be starting with the Town on January 30, 2017. This informational item will be removed from future PARs.

Police Recruitment: With existing and pending vacancies in the department, a hiring process is underway. Candidates that passed the Police Chief's interview have received conditional offers of employment and H.R. has commenced scheduling of the polygraphs, physicals, psychological exams and background checks. The PD is currently reviewing the qualifications of a certified police officer for an anticipated third vacancy.

TOWN CLERK:

Records Management: Activity continues in a variety of departments. Work at the Library is completed. Assistance is also being provided to the Building Division to sort and organize building plans. EMS billing records and Social Services child day care records have been archived. Community Development has requested a records review for archiving purposes. Finally, year-end disposal forms are being prepared for all departments.

The Officials Directory: Updates to the program have been received and we are working to input the remaining groups. We plan to publish mid-January 2017.

Sewer Use Liens: The office was presented with over 1,500 Sewer Use Charge liens Tuesday, December 27, 2017 with the request to have them entered on the land records by the end of the year. With an amazing effort by all staff members, the liens were recorded and indexed by Thursday, December 29, 2017. This informational item will be removed from future PARs.



TOWN OF ENFIELD

POLICE:

K-9 Unit Update: The Police Department has acquired a new K-9, Nova, who will be starting the CT State Police Training Academy in September. Nova is a 2 year old German Sheperd who comes to us from the country of Slovensko. Nova will be in the academy for a total of sixteen weeks and, upon graduation, will be working the streets with handler Off. Mike Colantuono.

Community Action Group: The Police Department has partnered with Friends of the Enfield Police Department to raise funds in support of public safety recognition. Council will be provided additional information on this matter as appropriate.

Community Outreach: The Enfield Police Department participates in a variety of outreach events. Below is a list of our recent involvement with such activities:

- No activities to report on at this time.

Department Personnel: Last month, Off. Nuno had the opportunity to intervene on behalf of two elderly residents regarding an internet fraud scheme. Off. Nuno's actions prevented these residents from being scammed out of \$20,000.

Department Operations: Traffic Division has begun checking vehicles that are registered out-of-state which we believe should be registered in Enfield. We will be attempting to get these individuals to voluntarily register their vehicles. Further measures will be considered and undertaken for those who do not voluntarily comply.

ECONOMIC DEVELOPMENT:

25 Bacon Rd. The Town and the owners have agreed in principle on a Tax Assessment Agreement. A resolution will be presented to Town Council on January 17. The company is also working on plans to develop a new facility at the rear of the 25 Bacon Road property.

Preferred Display Inc.: Our office has been working with this NJ based company to help locate within Enfield for the past 2 months. The company has purchased the old Olympia Sales facility at 215 Moody Road. The company plans to consolidate their manufacturing and distribution operations at the property and anticipate creating 150 new jobs.

Phoenix Manufacturing: Our office has been working with the owners of a local aero-space manufacturer on their expansion plans. Phoenix Manufacturing, located at 176 South Street, continues to pursue the purchase of the former 3M facility at 250 South Road. The expansion will result in an increase in jobs. Officials are assisting with permitting questions and exploring both State and local incentives.



TOWN OF ENFIELD

ECONOMIC DEVELOPMENT (CONT'D):

Carris Reels: Town officials met with the owner of Carris Reels to discuss their potential expansion plans. The company is interested in modernizing its facilities and equipment. The company intends to relocate some of their operations from another state. Our office will be working with the owners to assist them with land use issues and potential development incentives.

Yankee Castings: The company submitted expansion and renovation plans for their Shaker Road site which were approved by PZC in December. The company plans to construct a new 40,000 sq. ft. building and hire several new employees. Our office is assisting the company with identifying potential incentive programs for manufacturers.

General Economic Development Activities: The Winstanley group is pursuing other properties for purchase and development in Enfield. The properties including the former Lego campus and a 50 acre parcel at the corner of North Maple and Moody Road. We will provide more details as information becomes available.

Enfield Economic Development Commission: The Commission is working on the development of Tax Increment Financing Districts. They recently discussed potential TIF districts and areas of priority for encouraging new development in Enfield. TIF's are an important tool for attracting and retaining business and industry in a community.

COMMUNITY DEVELOPMENT:

Thompsonville Bike Path: The CD Office and Public Works continue to develop plans for the Thompsonville Bike Path which will link the Route 190 Bridge Bike Path to the Freshwater Pond Recreational Area using Franklin and Enfield Streets. The project is being funded through a \$698,000 LOTCIP grant obtained this year. Work includes traffic counts on Franklin Street which were recently completed and submitted to CRCOG. Town officials met recently to review the results of Road Safety Study for Route 5 and to discuss funding opportunities in order to link Thompsonville Greenway to the Town Farm Road bike path.

River Access Project: This project connects the existing bike path from Freshwater Pond recreational area to the CT Riverfront utilizing the Asnuntuck Street underpass. A scope of work for the project has been approved by CT DOT. Next steps include price negotiations with the design consultant. Once a contract is in place, Federal Highway funds for the project can be obligated.



TOWN OF ENFIELD

COMMUNITY DEVELOPMENT (CONT'D):

98 Prospect Street: The Town was awarded a \$550,000 Remediation Action and Redevelopment Grant from the CT Department of Economic and Community Development. The funds will be used to cleanup this substantially blighted and contaminated property for its eventual reuse as industrial property. Next steps include development of remediation and construction plans with Licensed Environmental Professional and taking action to acquire the site. The Town will be required to control the site during the remediation process.

Transit Center: Our last communication with our attorney was on January 6. During the call Town officials were informed that the access agreement language has been finalized and that Eversource is ready to sign off. The Town Council must vote to have the Town Manager sign the agreement as well. Next steps include the release of an RFP for environmental assessment services.

Transit Oriented Development Plan: Our office is in the process of developing an RFQ for consultants to develop a TOD plan for the impending Enfield Intermodal Station Area. The project will create a master plan for economic development at the station area and surrounding village. We anticipate advertising the RFQ sometime this month.

North Central Chamber: The Town continues to coordinate efforts with the Chamber of Commerce. The Chamber hosted their annual meeting at the Holiday Inn on December 8th. They have announced that the 2017 Home Show will be held in March at the former Walmart in East Windsor.

CDBG Loan Programs: The CD office continues to fund Housing Rehabilitation projects even though the Town was not awarded a CDBG grant for 2016. The office is using its program income from past loans to assist homeowners with various renovations and repairs. At this point we are managing our funds so that we will be able to assist with emergency cases over the winter. Our office intends to reapply for more CDBG funding in the spring of 2017.

Enfield Revitalization Strategy Committee: On December 1st the ERSC held its meeting at the North Thompsonville Fire Station as the group embarks on a community wide tour to drum-up interest in revitalization and reach out to residents who may not be familiar with revitalization efforts. The meeting was well attended with several local business owners providing ideas and concerns.



TOWN OF ENFIELD

BUILDING SERVICES:

25 Bacon Road: The landlord work for the low-bay building received a certificate of completion and the Plastipak, Tenant 1 space received its certificate of occupancy on 30 November 2016. The permit for the Veritiv pallet racking systems was issued on 7 December 2016. The high-bay building alteration permit was issued on 1 December 2016. The high-bay roof and racking demolition are under way under a separate permit. Total construction value of permitted work on this property is \$18.3 million to date.

Mayfield Apartments: Work is almost complete on the last building on Mary Esther Drive. Six Buildings are in various stages of construction on Gardners Way.

Brookside Plaza: The McDonalds Restaurant at this location is under renovation. Revised plans were submitted on 16 November 2016.

CHR: Applications received for the fit out of the third floor of the office building at 153 Hazard Avenue with CHR planning to expand into this third floor space. The permit was issued on August 22.

General Information: In the month of November, the division issued 167 permits.

St. Adalbert School: Architectural plans and a building permit application were submitted for the apartment conversion. Our review revealed that additional plans are required for mechanical, electrical, plumbing, fire protection, and egress calculations. Revised egress plans were received on 30 November 2016. The other systems plans have not yet been received.

Starbucks: The permit for a Starbucks in the Target store was issued on 12 January 2017. This information item will be removed from future PARs.

Permit Fees: Building and mechanical permit fees for calendar 2016 exceeded one million dollars. Almost \$65 million in construction value was spread over 2377 issued permits in calendar 2016. This information item will be removed from future PARs.

ViewPermit: Since activation one year ago, the online ViewPermit program is allowing customers the ability to apply for, and pay for, most permits from their offices, homes, or smart phones. Supporting documents may be uploaded at the time of application. This information item will be removed from future PARs.



TOWN OF ENFIELD

PLANNING & ZONING:

General Information: Assistant Town Planner interviews held and a finalist selected. Staff is assisting Community Development and the EEDC with their discussion on TIF districts by creating maps of potential districts. The division also continues to monitor the CREC site activities for compliance purposes. Further support is being provided to the WPCA with regard to plant expansion compliance to planning and zoning regulations. Division personnel are also working to coordinate site improvements with the National Guard.

Pre-Application Assistance: Staff is working to support the following projects in advance of their formal site-plan review submittals:

- 25 Bacon Road---Phase III preliminary subdivision and 800,000 square foot building

Commission Activities: Staff is currently working to assist the various Boards and Commissions in several ways. A comparison of the Zoning Map to the Plan of Conservation and Development is underway as well as drafting several zoning text amendments. Support is also being provided to Inland Wetland & Waterways regarding by-law changes and forms used by the Zoning Board of Appeals have all been updated. Lastly, the division provided support to Agriculture Commission on program scheduling.

Enforcement Activities: The division reports the following activities:

- Enforcement Zoning and Wetland
 - Open as of November 1 20
 - New November Cases 14
 - Resolved 18
 - Open as of December 1 16
- Code Enforcement
 - Open as of November 1 35
 - New November Cases 35
 - Resolved 39
 - Open as of December 1 31

EMS:

Medic 3 Refurbishment: Time frame for completion of the remount remains on track; estimated completion is the last week of January, with delivery in early February.

Community Relations: No update at this time.



TOWN OF ENFIELD

EMS (CONT'D):

Employee Recognition: Several patients have reached out to EMS management regarding exceptional care that they received by our Paramedics and EMTs. Peter Swanson and Ce'licia Soto were among two of our staff that received such praise. Additionally, James Roellig, Patrick Volodzko, and Jonathan Morisset were recognized for their treatment of a patient in cardiac arrest. The patient is expected to make a full recovery!

Ring in 2017: Our first call of the New Year was for a female patient in active labor. EMS arrived to find a 1 minute old baby girl! Our crews provided care for both mom and the newborn baby, who were both healthy and doing well. This informational item will be removed from future PARs.

INFORMATION TECHNOLOGY:

Current/Recent Projects: The Information Technology Department continues to work on a variety of projects. Some of the more notable projects are as follows:

Printer Inventory - Information Technology has completed a printer inventory of the entire Town. Our walkthrough revealed several printers that are within a close proximity to each other. We will be consolidating these printers and upgrading them. This upgrade will also give staff a more cost effective choice on where to print.

Munis Upgrade – Our Financial System, Munis, will be upgraded to 11.2 and we will begin the test phase on January 18th. This new version upgrade will provide a web-based interface complete with new ribbons, as well as a new look and feel. Training will be provided, as well as short videos developed by the IT staff.

RECREATION:

Recreational Programing: Dolphins Swim Team meet: Saturday, January 21. Playgroup: Mondays, Wednesdays and Fridays, January 4 – May 26. Adult Open Gym Basketball: Mondays, Wednesdays and Saturdays, January 4 – February 25. Adult Open Gym Volleyball: Wednesdays January 4 – April 5. NEW High School Open Gym Volleyball: Mondays, January 9 – March 13. NEW Adult Open Gym Pickleball: Mondays, Thursdays and Fridays, January 5 – April 28. For complete program information visit the Town's website: www.enfield-ct.gov/recreation.

Skate Park: Engineering and the design firm are working on a contract.



TOWN OF ENFIELD

RECREATION (CONT'D):

Liaison Committees:

- The Enfield Athletic Hall of Fame is starting their induction process for the 2017 class. Anyone wishing to make a nomination is encouraged to fill out the nomination form found on the Enfield Athletic Hall of Fame website: www.enfieldathletichof.org.

Playscapes: Hazardville Memorial School is the next school scheduled to have a new playscape installed during the 2017-2018 fiscal year.

SOCIAL SERVICES:

Senior Center Carpet Project: Carpet installation is planned for the common areas this weekend, January 14 and 15. This project is being led by the Town's Public Works Department.

Assistant Director Position: The Director is currently working with the Director of Human Resources and the Town Manager to hone the existing Deputy Director job description with the goal of having the position filled in the Spring.

Transit Advertising: In an effort to generate more revenue, Transit Services has re-announced the opportunity to purchase advertising space on Magic Carpet & Dial-A-Ride buses. We are currently negotiating an advertising purchase with Civics First for advertising on 2 Magic Carpet buses for the remainder of this fiscal year which we estimate will generate \$8,000.

Service Programming: The Department of Social Services constantly strives to provide quality services and programs to meet the needs of the community. Highlights of our recent efforts in these areas are as follows:

Meal Program Reduction of Service: The CRT ENP provides luncheon meals at the Senior Center and Mark Twain, and packaged meals for our Meals-On-Wheels Program. Our total meal allocation for next year will be reduced by 2,802 meals unless the Town provides \$20,882 to offset their deficit. We are exploring all options to ensure that all current meal patrons continue to receive nutritional meals. We will provide Council updates as appropriate.

Bay Path Internships: Staff has been working with Bay Path University Occupational Therapy student interns. Students attend our playgroups and programs on a regular basis to provide activities for children and information to parents on child development. This informational item will be removed from future PARs.

Parenting Support: The FRC will be starting an 8-week Fatherhood Series for fathers and other males involved in children's lives facilitated by the director of Real Dads Forever Doug Edwards. This informational item will be removed from future PARs.



TOWN OF ENFIELD

SOCIAL SERVICES (CON'T):

Service Programming (Cont'd):

VITA: The program will start on January 17th and will operate on Tuesday evenings and Saturdays through the end of April at 110 High Street. The Village has arranged for one coordinator and 8 trained community volunteers for Enfield VITA. Infoline/2-1-1 is coordinating the scheduling of appointments. This informational item will be removed from future PARs.

Senior Center Update: We are partnering with St. Francis Care to offer a free evidence-based falls prevention class – A Matter of Balance beginning in March. We are partnering with Enfield Culture & Arts Commission to offer several upcoming programs including Belly Dancing, Grandparent/Grandchild Paint and Plant Event and Paul Bisaccia concert. This informational item will be removed from future PARs.

Stowe Learning Center: Over the school holiday vacation, the finishing touches were added to the Creative Play Area. Town Buildings & Grounds staff added a wall that safely separates the children from the kitchen area. The wall itself will ultimately serve as a part of the creative play area. This informational item will be removed from future PARs.

Emergency Loan Fund: Staff have created a status report on the Emergency Loan Fund account from July, 2014 to January, 2017. The report will be reviewed with the ELF Advisory Council and its fiduciary agent, Kids First. Then recommendations for process improvements and funding will be drafted for consideration. We will provide Council updates as appropriate.

Field Service Audits: DSS staff will be meeting with program representatives from the agencies funded through the Human Services Advisory Council to learn more about the services offered with Town funding, the linkages the programs have with other services & programs in the community and how success is measured and documented. Meetings are scheduled at the end of the month & into early February. This informational item will be removed from future PARs.

Employee Recognition: Kudos to Andrea Ruggiero & Erin Tynan for setting up an “Energy Blitz” on 12/21 in partnership with CRT resulting in 50 families completing intake applications for the Energy Assistance Program. Kudos also to Jessica Russell, our NS Social Worker, for arranging for CHOICES counseling to be offered on two Saturday mornings to serve elderly residents making changes to the Medicare coverage. North Central Area Agency on Aging and our four certified CHOICES Counselors served 20 residents.



TOWN OF ENFIELD

PUBLIC WORKS:

2015 ROADS Project Updates: Updates on ROADS projects are regularly posted by Town Engineer, Donald Nunes, the first part of each week on the Town's web site: <http://www.enfield-ct.gov/371/Construction-Project-Updates>.

Green Manor South (excluding Northfield St.): Final course paving is scheduled. However, if we run into problems with weather, supplies or contractors, we have a contingency plan that consists of temporary paving around structures and/or lowering any raised structures to allow us to plow while minimizing impact to our plow trucks and the motoring public.

Freshwater Boulevard: Work is substantially complete.

Crescent Lake/Spruceland Drive: Work is substantially complete.

Palomba Drive and Elm St: Work is substantially complete.

Northfield St: DPW staff has received confirmation in writing that Eversource has agreed to relocate their lines at no cost to the Town. Eversource is working with their contractor on a construction schedule that will allow the Town to finish the project in the spring.

Elm St. Resurfacing: The State's project is substantially complete.

Park-Taylor Reconstruction: Work on Taylor Road is substantially complete. The contractor is working on side slopes and driveway aprons on Park Road. DPW staff is working on additional drainage improvements on Park Road.

Manhole Lid Offset & Adjustment Inquiry: The initial phase of this project is nearly complete. Final inspections are taking place this week and minor adjustments, if any, will be scheduled this month.

Water Pollution Control Updates: The project is on schedule for bid advertisement this summer. The monthly project meeting (with CT DEEP) took place January 11. The new website is up and running, accessible via the Town's WPCF web page. Agendas, minutes and bi-weekly updates are all available on the web site. CT DEEP is very pleased with the Town's progress. The 60% Design will be submitted next week. Staff is working with our consultants on the next Clean Water Fund grant application.

100 High St Painting: Taking advantage of a break in the weather, the painting contractor repaired the asphalt sidewalk. Once final inspection takes place, retainage will be released and this project will be closed out.



TOWN OF ENFIELD

PUBLIC WORKS (CON'T):

Refuse and Resource Management: As part of our efforts to reduce costs, DPW will be issuing an RFP for refuse disposal (only) in the next few weeks. CT DEEP's recycling consultant WasteZero is meeting with Town staff on January 19 to discuss additional cost cutting measures.

Still Meadow Water Supply: Consultant Fuss & O'Neill was authorized to proceed to complete a DEEP grant application to cover costs for the next phase of the requirements of the consent order issued in July 2008. The application will be ready for Council approval in early 2017.

Fleet Services Operation- Second Shift: Another modified second shift is in effect until further notice. A new MOU is being drafted with Local 1029 regarding first and second shift staffing. While the Town recently hired a temporary mechanic, that individual can only work during the day. The Town is now also looking for a temporary mechanic who can work afternoon/evening hours

Roads Strategy Session: The Roads/Engineering team met on December 15 for a comprehensive review of successes, failures, lessons learned, and how to apply this knowledge for the betterment of future ROADS projects. Highlights from this meeting will be shared with the Town Manager and Council.

2017 Projects Out to Bid: Nine (9) firms submitted bids for the Mullen Road project. Staff has recommended that the contract be awarded to the low bidder, Spazzarini Construction, for \$2.4 Million. Bids ranged from \$2.4M -\$3.7M. The Opinion of Probable Cost was on the order of \$3 Million. This informational item will be removed from future PARs.

Snow Operations: DPW and the EPD met on December 29 to discuss additional cooperation during snow events to increase efficiency of DPW snow plow operations. The measures were put into place for the January 7 snow event with great success.

Towed vehicles.....	8
Parking tickets issued.....	15
Vehicles moved at the request of officers.....	110

This information item will be removed from future PARs.

Waste Barrel Placement Notices: As discussed at the Town Council meeting January 3, DPW will be issuing public information notices regarding proper placement of refuse and recycling barrels. This will include a press release, information on our web site as well as DPW's Twitter account. This informational item will be removed from future PARs.



TOWN OF ENFIELD

PUBLIC WORKS (CON'T):

DPW Truck Wash and Freshwater Pond Dredging: Design, permitting and engineering work has commenced in the past few weeks on both of these projects. Updated cost estimates are being prepared.

If you have any questions or concerns regarding and of the information contained in this report, or on any other matter, please do not hesitate to contact me. I can be reached via cell phone (860-209-0969) or via email (bchodkowski@enfield.org).



TOWN OF ENFIELD

January 3, 2017

Honorable Members
Enfield Town Council
Enfield, Connecticut

Subject: Request for Transfer of Funds for Building Inspection \$15,000

Councilors:

Highlights:

- A high volume of work coupled with recent emergency calls, especially on Sundays and holidays, have depleted the overtime account.
- The extra work is due to increased permit volume related to large jobs.
- The funds to transfer are from within the Building Inspection permit fee revenue account.

Budget Impact:

The transfer will have no adverse impact on the division's budget.

Recommendation:

That the Enfield Town Council adopt the attached transfer of funds.

Respectfully Submitted,

James D. Taylor, MPA, MCP
Chief Building Official

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: Building Inspection

Overtime	10606800-514000	\$15,000
----------	-----------------	----------

FROM: Building Inspection

Building & Mechanical Permit Fees	10040000-412010	\$ 15,000
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CERTIFICATION: I hereby certify that the above-stated funds are available as of 3 January 2017.



John Wilcox, Director of Finance

APPROVED BY:  _____ **Town Manager** **Date:** 1/13/17



TOWN OF ENFIELD

December 8, 2016

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolution Authorizing the Town Manager to Enter Into Agreement with WE 25 Bacon Road LLC

Councilors:

Highlights:

- WE 25 Bacon Road LLC purchased 25 Bacon Road in June of 2016
- The company plans to invest an estimated \$26 million into the 1,012,289 square foot existing facility
- The company has secured two tenant leases for the entire existing facility
- The company proposes a 7 year tax abatement agreement for the existing facility which has a current appraised value of \$27,473,650

The Tax Abatement Agreement as proposed provides for a 7 year term at 40% abatement for the first year, 35% for the second year and 30% for each remaining year of the agreement. The full agreement is available upon request in the Town Manager's Office.

Budget Impact:

Based on the terms of the proposed agreement, the Town will net an approximate total of \$464,753 more in property taxes over the next seven years than had the building sat vacant. The agreement also creates or retains approximately 95 jobs in Enfield.

Recommendation:

That the Town Council approve the attached Resolution.

Respectfully Submitted,

Bryan R.H. Chodkowski
Town Manager

Attachments:

1. Resolution

ENFIELD TOWN COUNCIL

RESOLUTION NO.

RESOLUTION TO APPROVE TAX ASSESSMENT AGREEMENT FOR 25 BACON ROAD

WHEREAS, WE 25 Bacon Road LLC owns the land and buildings at 25 Bacon Road and shown as Lot 0005 on Town Assessor's Map 095 and Lot 0065 on Town Assessor's Map 094 in the Town of Enfield; and

WHEREAS, WE 25 Bacon Road LLC intends to invest substantial capital to renovate the low-bay building and the high-bay building on the property for two tenants who will provide jobs and pay taxes to the Town; and

NOW THEREFORE BE IT RESOLVED, that the Town Manager, Bryan R. H. Chodkowski, is empowered to enter into the Tax Assessment Agreement, attached hereto as Exhibit A, subject to review and approval by the Town Attorney, in the name and on behalf of the Town of Enfield with WE 25 Bacon Road LLC and to affix the Corporate Seal.



TOWN OF ENFIELD

TO: Enfield Town Council

FROM: Bryan R.H. Chodkowski,
Town Manager

DATE: January 10, 2017

RE: Resolution Authorizing Town Officials to Enter Into a Memorandum of Understanding By and Between the Public Safety Service Providers of Enfield, Connecticut

For those of you who might not otherwise be aware, the various public safety agencies which support the Town of Enfield have not had a joint training exercise for some time. Planning and providing for such an exercise has recently been a topic of discussion between the public safety agencies services in Enfield. In support of this effort, Enfield Fire Chief Richards has identified a grant opportunity for multi-jurisdictional training.

The Department of Homeland Security is now accepting applications for the 2016 Complex Coordinated Terrorist Training Grant. The grant is designed to train public safety agencies on how to respond to both a secondary mass-causality incident created as a distraction from primary and a larger mass-causality event.

While this is a cooperative effort from all the public safety agencies in Enfield, the Enfield Fire Department is the lead-agency, will be making the grant application, and administering the grant should it be awarded. The parties do not anticipate an expense associated with this this training exercise should the grant be awarded.

In consideration of the information above, it is recommended that Council approved the legislation associated with this memorandum.

Should you have any questions or concerns regarding this matter, please do not hesitate to contact me.

RESOLUTION No. _____

**RESOLUTION AUTHORIZING TOWN OFFICIALS TO ENTER INTO A
MEMORANDUM OF UNDERSTANDING BY AND BETWEEN THE PUBLIC SAFETY
SERVICE PROVIDERS OF ENFIELD, CONNECTICUT**

WHEREAS, the Department of Homeland Security is currently accepting applications from public safety providers to fund training exercises related to complex coordinated terrorist attacks; and

WHEREAS, the collective leadership of public safety service providers within the Town of Enfield agree that training for a complex coordinate terrorist attack would be a benefit to the general health, safety, and well-being of the citizens of Enfield; and

WHEREAS, the public safety services providers within the Town of Enfield have agreed that the Enfield Fire Department shall be the lead agency with respect to the application, administration, and execution of said grant; and

WHEREAS, the public safety services providers within the Town of Enfield wish to collectively document their support and commitment to the obligations associated with this grant;

NOW, THEREFORE BE IT RESOLVED BY THE ENFIELD TOWN COUNCIL, that Town Manager Bryan R.H. Chodkowski, EMS Captain Erin Maloney, and Police Chief Carl Sferrazza are hereby authorized to execute the attached Memorandum of Understanding in support of a 2016 Department of Homeland Security Complex Coordinate Terrorist Attack Grant application.

McCarthy, Debra

From: noreply@civicplus.com
Sent: Monday, December 19, 2016 10:12 AM
To: McCarthy, Debra
Subject: Online Form Submittal: Application for Vacancy on Boards, Agencies & Commissions

Application for Vacancy on Boards, Agencies & Commissions

Date	12/19/2016
First and Last Name	Marie Pyznar
Address	25 Roy Street
City	Enfield
State	CT
Zip	06082
Phone Number	860-741-3432
Second Phone:	860-729-6608
Email	mpyznar@sbcglobal.net
Occupation	Insurance agent
Occupation Phone Number	860-745-7111
Party Affiliation	Republican
Registered Voter	Yes
Name of the Board You Wish to Apply For:	Enfield Revitalization Strategy
Appointment	New Appointment
Please outline your qualifications and how you feel you would contribute to the committee or commission:	Lifetime Enfield resident with knowledge of the Enfield Community

no (D) secret
OPEN

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

From: noreply@civicplus.com
Sent: Wednesday, December 28, 2016 8:22 AM
To: McCarthy, Debra
Subject: Online Form Submittal: Application for Vacancy on Boards, Agencies & Commissions

Application for Vacancy on Boards, Agencies & Commissions

Date	12/28/2016
First and Last Name	Jason Walsh
Address	12 Weymouth Dr
City	Enfield
State	Connecticut
Zip	06082
Phone Number	860-253-9275
Second Phone:	860-948-8897
Email	signal_1_102@hotmail.com
Occupation	Case Manager
Occupation Phone Number	<i>Field not completed.</i>
Party Affiliation	Republican
Registered Voter	Yes
Name of the Board You Wish to Apply For:	JFK Pre-Referendum Committee
Appointment	New Appointment
Please outline your qualifications and how you feel you would contribute to the committee or commission:	I have several years experience as a substitute teacher, and I am a certified adult educator in multiple disciplines.

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**Application for Vacancy on Boards, Agencies & Commissions**

Date: 06/07/2016
 Name: Gina Sullivan
 Address: 11 Spier Avenue
 Telephone No. (Home): 860-573-7806 (Work):
 Occupation: Web Content Manager E-Mail: ginaluct70@yahoo.com
 Registered Voter: Yes No Party Affiliation: Republican

Board, Commission or Agency
 Interested in:

JFK Pre-Referendum Committee

New Appointment Reappointment

Please outline your qualifications and how you feel you would contribute to the committee or commission:

I am currently a member of the Enfield High School Building Committee, and the Chair of the Communications Sub-Committee. I have learned a lot during my tenure on the Enfield High School Building committee and feel my experience would be an asset to the JFK Preference Committee. One of the main things I have learned as a member of EHBC is how important communication is to the public. My experience as Communications Sub Committee Chair has provided me the opportunity to create vehicles to share information on the progress at the High School, and some examples of what I have created are the EHBC Web Site - currently hosted on the Town of Enfield Website, EHBC Facebook Page, as well as Quarterly Newsletters that are distributed to the public. Communication to the public is so important, and I feel my skills could be used to help share information on the progress of the JFK Pre-Referendum Committee as well. Many people will want to know the progress this committee makes, and having a strong communication plan will be very helpful. I have two children in Enfield Public School. My oldest will be a Senior in 2016-2017, and a member of the first graduating class of the new Enfield High School, and my youngest will be in 5th grade at Parkman school. He will be entering JFK in 2017-2018, so I also have a vested interest in the direction JFK Middle School takes in the future. Prior Experience: - Member of Enfield's Future PAC which supported the Referendum to Combine the two high schools as passed the first time on the ballot. - Member of EFEE from 2012-2014 - Was actively involved in PTO for many years including one year as PTO President at ESS. Worked on setting up PTO websites for both ESS and JFK, back when PTO websites had never been done before. - lastly, I am a life-long resident that tries very hard to stay up to date with things going on in our town. Enfield did a wonderful thing when residents voted to merge the two High Schools, and I would really like to see this energy continue for our younger students, so we can have the best we can for our younger, very important residents...Enfield's Future.

Have you ever served on a Board, Commission or Agency in Enfield or elsewhere? Yes No

If so, please state name of Board, Commission or Agency and time served:
 Enfield High School Building Committee - December 2012-Present

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

McCarthy, Debra

From: noreply@civicplus.com
Sent: Tuesday, January 03, 2017 11:40 AM
To: McCarthy, Debra
Subject: Online Form Submittal: Application for Vacancy on Boards, Agencies & Commissions

Application for Vacancy on Boards, Agencies & Commissions

Date	1/1/2017
First and Last Name	Billie-Jean Griffin
Address	060 Spring Street
City	Enfield
State	CT
Zip	06082
Phone Number	860-999-3253
Second Phone:	860-999-3253
Email	griffinb124@gmail.com
Occupation	<i>Field not completed.</i>
Occupation Phone Number	<i>Field not completed.</i>
Party Affiliation	Democrat
Registered Voter	Yes
Name of the Board You Wish to Apply For:	Loan Review Committee
Appointment	Reappointment
Please outline your qualifications and how you feel you would contribute to the committee or commission:	requesting a second term

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: Loan Review Committee

If this is a reappointment, please list the number of meetings attended during the last 12 months: Missed one possible meeting. A few months have been cancelled due to no new business.

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

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McCarthy, Debra

From: noreply@civicplus.com
Sent: Thursday, January 05, 2017 9:05 PM
To: McCarthy, Debra
Subject: Online Form Submittal: Application for Vacancy on Boards, Agencies & Commissions

Application for Vacancy on Boards, Agencies & Commissions

Date	1/5/2017
First and Last Name	Richard Regnier
Address	206 Abbe Road
City	Enfield
State	Connecticut
Zip	06082
Phone Number	860.966.9516
Second Phone:	860.763.3984
Email	rregnier35@yahoo.com
Occupation	Quality Improvement Specialist for the Department of Children and Families, MA / Adjunct Professor at Bay Path University
Occupation Phone Number	413.452.3356
Party Affiliation	Republican
Registered Voter	Yes
Name of the Board You Wish to Apply For:	JFK Pre-Referendum Committee BOARD OF EDUCATION
Appointment	New Appointment
Please outline your qualifications and how you feel you would contribute to the committee or commission:	Please note that I am completing and submitting the following application for an appointment consideration to the Board of Education should there be a vacancy. With that said, please allow me the opportunity to outline my qualifications and explain how I can and will contribute to this town. In 2007 I started a career in the public sector with the Commonwealth of

Massachusetts as a social worker with the state's child protection welfare agency. As a social worker, I had the privilege to work with children and families daily, being a voice for those being abused and neglected, while advocating for others educational rights. I worked closely with schools in the urban, suburban and rural communities, and met with all the stakeholders. While working with schools, I learned early on of my passion towards education, and educational rights for all. I took advantage of the agencies IEP (Individualized Educational Program) and 504 (disability plan) trainings to better understand the disability rights. I worked closely with educational advocates and attorneys, and I later obtained a graduate degree in educational psychology. In 2013 I was given the honor to work with the Holyoke Public School Department, the Mayor's office in Holyoke, MA, and the Massachusetts Governor's office on an early literacy campaign. Our teams primary focus was to help get the information out to families and promote the necessity for early learning in the K-3 years. In addition to the work completed as a public employee, I am also an adjunct professor at Bay Path University with an area of focus in psychology and sociology. I have served on building committees and charitably committees aimed at serving the public with fraternal organizations, and I currently have the honor of serving our town as a board member to the North Central District Health Department. So, with all that said, I am passionate about education, I am passionate about my town, and I am passionate about my family. With two younger children, I understand the importance of a quality education, and I want to ensure that my children and my neighbors children from all over Enfield can receive the best quality we can offer. And given the chance, I will honor this statement.

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:	1.) North Central Health District: 1.5 years (Current) 2.) The East Longmeadow Masonic Building Association Board Member: 5 years 3.) Holyoke's Early Literacy Campaign: 2 years
If this is a reappointment, please list the number of meetings attended during the last 12 months:	N/A
If the committee or commission which you	Yes

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

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RECEIVED
ENFIELD TOWN CLERK

2017 JAN 10 AM 10:36

January 9, 2017

Ms. Suzanne Olechnicki
Town Clerk
Town of Enfield
820 Enfield Street
Enfield, Ct 06082

Dear Ms. Olechnicki,

As per our phone conversation today, I formally submit this letter of resignation from the Housing Partnership.

If memory serves me this was never an appointment to a board, and have little memory of meetings and or subject matter.

I thank you for bringing this to my attention.

The Housing Authority is the only board that I am pleased to serve on.

Sincerely,



Mary Ellen Kuraska
5 Surrey Lane
Enfield, CT 06082

Subject: Anthony Messina – Resignation

Dear David,

It is with great regret that I need to inform you of my resignation from the Commission on Aging and Coordinator of the Senior Minor Repair Program.

I have thoroughly enjoyed being a part of the Commission on Aging, but my family and personal commitments have become such that I cannot continue the time necessary to do my job with the thoroughness I would like. Therefore, effective immediately, please accept my resignation.

I am sorry if this causes some inconvenience. As you know, I have always been a rather busy person and volunteered "only" because of the need in our community to make life easier for our senior homeowners. Those close to me know, that I never volunteered my services to keep myself busy.

Thank you for the opportunity, support and trust that you, the Commission on Aging, the Senior Center and Social Services had bestowed upon me. My best wishes to you all.

Sincerely,

Anthony Messina

RECEIVED
ENFIELD TOWN CLERK
2017 JAN 13 AM 10:14

McCarthy, Debra

From: noreply@civicplus.com
Sent: Tuesday, October 25, 2016 3:11 PM
To: McCarthy, Debra
Subject: Online Form Submittal: Application for Vacancy on Boards, Agencies & Commissions

Application for Vacancy on Boards, Agencies & Commissions

Date	10/25/2016
First and Last Name	bryan k. sherman
Address	57 college street
City	enfield
State	ct
Zip	06082
Phone Number	860-578-5799
Second Phone:	860-688-7211
Email	bryansherman85@gmail.com
Occupation	Nurse
Occupation Phone Number	860-578-5799
Party Affiliation	dem
Registered Voter	Yes
Name of the Board You Wish to Apply For:	Commission on Aging
Appointment	New Appointment
Please outline your qualifications and how you feel you would contribute to the committee or commission:	I have been a nurse clinical liaison for long term care residents in the state of ct since 2002 I currently am the admissions and marketing director for a short and long term care facility here in ct. I am well educated in geritology and todays eldercare needs

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.](#)