

**ENFIELD TOWN COUNCIL
MINUTES OF A VIRTUAL SPECIAL MEETING
MONDAY, JULY 6, 2020**

PUBLIC HEARING – NEIGHBORHOOD ASSISTANCE ACT

Chairman Ludwick stated due to the COVID-19 public health emergency and pursuant to Governor Lamont’s executive orders, public comment on the proposed Neighborhood Assistance Act was received by written testimony whereby electors and taxpayers could submit comments to an email address dedicated to receiving public comment regarding the 2020 Neighborhood Assistance Act. All comments received are posted on the Town’s website under Town Council. The Town received zero public comments concerning the Neighborhood Assistance Act.

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

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

MINUTES OF PRECEDING MEETINGS

MOTION #5472 by Councilor Mangini, seconded by Councilor Muller to accept the following minutes:

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

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5472** adopted 11-0-0.

SPECIAL GUESTS

CIRMA & USI

Mr. Bromson stated after a bid for insurance in the areas of general liability and workers’ compensation, CIRMA was the successful bidder as of July 1st. He noted staff endorsed this move.

Present from CIRMA was Senior Underwriter, Ashley Reda. She highlighted the following areas:

- CIRMA's mission is to provide municipalities with stability, predictability and accountability, especially during such volatile times.
- CIRMA offers the Town a Guaranteed Cost Workers' Compensation Program, which means there won't be any premium changes.
- CIRMA has many committees made up of representatives of CIRMA's pool.
- CIRMA's Board of Directors are all elected and appointed officials of the CIRMA pool.
- CIRMA has an unmatched rate stability, and year after year, CIRMA has been able to provide relatively level rates.
- CIRMA has very broad coverages that are tailored specifically to municipalities.
- CIRMA looks at the loss trends and makes recommendations.
- CIRMA had \$79.1 million dollars in net earned premiums as of last year. They have 98% member retention, and 88% market share in the State. Although CIRMA only does insurance in one state, they really are the specialists.
- CIRMA's strong financial position, even during these volatile market conditions, is evident by CIRMA's equity distribution.

Mr. Bromson stated CIRMA stands for Connecticut Interlocal Risk Management, and it is comprised of member towns and cities, of which Enfield is now a member.

He stated the Town was in a high deductible plan, therefore, the insurance company didn't pay every dollar, and each year the insurance company would look back and charge the Town a premium. Also, they would do an audit and in any year, they could come back after the premium is paid and submit a bill for hundreds of thousands of dollars. He pointed out it's very difficult to budget with that uncertainty.

Councilor Mangini stated she is very pleased the Town is back with CIRMA.

Councilor Sferrazza questioned whether there can be an adjustment or discount since the Enfield Police Department has CALEA accreditation. Ms. Reda stated there isn't a set discount for having a CALEA accreditation, however, that's something that she takes into consideration during the overall underwriting process.

Mr. Bromson referred to a question raised at the last meeting and noted he's trying to incorporate a system in Munis, so that any and all contracts will come up on a regular basis, so they can be sure they're going out to bid when they expire and renewals are done.

He pointed out the sewer billing RFP went out and is scheduled to be opened July 15th, as well as a number of others that are going to be coming in, and the Council will be kept apprised.

CONSENT AGENDA

MOTION #5473 by Councilor Muller, seconded by Councilor Mangini to accept the Consent Agenda. Transfer of Funds \$2,500 Development Services

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5473** adopted 11-0-0.

APPOINTMENTS

NOMINATION #5474 by Councilor Muller to appoint David Costa (R) as a Regular Member on the John F. Kennedy Middle School Renovation Building Committee for an indefinite term.

MOTION #5475 by Councilor Muller, seconded by Councilor Szewczak to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5475** adopted 11-0-0.

Councilor Mangini questioned why the Committee is making a recommendation to the Town Council. Chairman Ludwick stated the Committee is so far ahead in the project that they're looking for specific expertise. Councilor Mangini questioned how they search for this person. Chairman Ludwick noted that question can be posed to the Committee.

Upon a **ROLL-CALL** vote being taken, the Chair declared David Costa appointed as a Regular Member on the John F. Kennedy Middle School Renovation Building Committee by an 11-0-0 vote.

NOMINATION #5476 by Councilor Muller to reappoint Kevin Zorda (U) to the Inland Wetland and Watercourses Agency for a term which expires 6/30/24.

MOTION #5477 by Councilor Szewczak, seconded by Councilor Cekala to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5477** adopted 11-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Kevin Zorda reappointed to the Inland Wetland and Watercourses Agency by an 11-0-0 vote.

NOMINATION #5478 by Councilor Muller to reappoint Shannon Grant (D) to the North Central District Health Department Board of Directors Enfield Representative for a term which expires 6/20/23.

MOTION #5479 by Councilor Szewczak, seconded by Councilor Riley to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5479** adopted 11-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Shannon Grant reappointed to the North Central District Health Department Board of Directors Enfield Representative by an 11-0-0 vote.

MOTION #5480 by Councilor Mangini, seconded by Councilor Riley to waive the reading of the resolution (Item #6)

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5480** adopted 11-0-0.

RESOLUTION #5481 by Councilor Szewczak, seconded by Councilor Riley.

(Copy appended)

Mr. Bromson explained these are general obligation bonds issued in August of 2014, and this relates solely to the Roads 2010 Project. He noted they will try to get a minimum of \$600,000 in savings by going out for lower interest rates on these bonds.

Present for this was Bond Counsel, Matthew Ritter.

Mr. Ritter stated the market has moved a lot because of COVID-19. He noted normally when the Town issues its bonds, they do so on a tax-exempt basis. He noted because the markets are so different at this time, the taxable rate has also come way down. He stated it was found that by refunding the 2014 bonds, even on a taxable basis, the Town is still probably going to save over a half million dollars. He noted the Town is doing this to save money, and the rates have allowed this.

Councilor Riley questioned if the market swings back, does the Town have the option to switch from taxable to non-taxable. Mr. Ritter responded no, there's no way to issue these bonds on a tax-exempt basis because their call date is a few years out. He pointed out they will do a negotiated sale as opposed to competitive. He explained normally when bonds and notes are sold, there's a notice of sale, similar to an RFP, and that's sent out to the market. He noted in the case of a refunding deal, they tend to do a negotiated sale, and if the market moves away, the Town can walk away.

Councilor Sferrazza stated his understanding the Town Manager sought this out to see if this is possible, and Mr. Ritter responded yes, and the Town's financial advisor is always doing number runs to see what can be refinanced.

Councilor Sferrazza commended the Town Manager for reaching out to see what the Town could get, and as a result, the Town stands to save hundreds of thousands of dollars.

Councilor Szewczak expressed her appreciation for this being done.

Chairman Ludwick questioned whether there are other bonds that can be looked at. Mr. Ritter responded that's possible. He noted a lot of towns are doing this in Connecticut.

Mr. Bromson thanked Attorney Ritter for the quick turnaround. He also thanked the Town's financial advisor and John Wilcox.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5481** adopted 11-0-0.

RESOLUTION #5482 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:	LG HOME First Time Buyer		
	Miscellaneous	23336061-589000	\$75,433
FROM:	LG Home Housing Rehab		
	Construction	23336003-545000	\$75,433

CERTIFICATION: I hereby certify that the above-stated funds are available as of June 29, 2020.

/s/ John Wilcox, Director of Finance

Mr. Tereso stated once they had this program up and running, they needed to request moving funds from Housing Rehab into the First Time Homebuyer Program Income Account. He noted currently they've sold two homes, and tomorrow there's a Loan Review Committee meeting for another applicant who is looking to close on a two-family home in Thompsonville.

Chairman Ludwick stated this is a great program, and it helps first time homeowners raise their families in Enfield.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5482** adopted 11-0-0.

RESOLUTION #5483 by Councilor Muller, seconded by Councilor Szewczak.

WHEREAS, the Town of Enfield owns the property known as 59 Garden Street; and

WHEREAS, pursuant to Conn. Gen. Stat. 8-25, the Planning and Zoning Commission, at its August 8, 2019 meeting, made a favorable recommendation to sell the property; and

WHEREAS, pursuant to Conn. Gen. Stat 7-163e, the Town Council held a public hearing on September 3, 2019 regarding the proposed sale of the property; and

WHEREAS, the Town listed the property for sale; and

NOW, THEREFORE, BE IT RESOLVED, that Christopher W. Bromson, Town Manager, or his designee, is authorized to sign the Real Estate Purchase Contract, on behalf of the Town of Enfield, for the sale of 59 Garden Street to Hamlett Homes, LLC.

BE IT FURTHER RESOLVED, that Christopher W. Bromson, Town Manager, or his designee, is authorized to sign all documents, including the deed, on behalf of the Town of Enfield, pertaining to the sale of the property to Hamlett Homes, LLC, subject to review and approval by the Town Attorney.

Mr. Tereso stated this has been a Town property for ten years. He noted the Town demolished a burned down three-family home on this property, and the property has been sitting idle and vacant. He noted it was put on the market in October, and they got a reputable builder out of Suffield, who is looking to build a new two-family home.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5483** adopted 10-0-1, with Councilor Mangini abstaining.

RESOLUTION #5484 by Councilor Muller, seconded by Councilor Mangini.

WHEREAS, the Town of Enfield owns the properties located at 26-32 Church Street and 28 South River Street; and

WHEREAS, the Town intends to market and sell these properties; and

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

NOW, THEREFORE, BE IT RESOLVED, that the proposed conveyance of 26-32 Church Street and 28 South River Street is referred to the Planning and Zoning Commission in conformance with the requirements of Connecticut General Statute 8-24.

Mr. Bromson stated these were blighted properties that are now nice lots, and he's confident the Town will be successful in selling these properties.

Councilor Mangini questioned if this resolution is solely to refer this item to the Planning and Zoning Commission, and Mr. Bromson responded that's correct.

Councilor Hemmeler stated cleaning up both of these properties was an awesome thing for her district. She thanked everyone who made this happen.

Councilor Bosco thanked Mr. Bromson for all his hard work.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5484** adopted 11-0-0.

RESOLUTION #5485 by Councilor Muller, seconded by Councilor Riley.

WHEREAS, the Town of Enfield owns the properties located at 26-32 Church Street and 28 South River Street; and

WHEREAS, the Council has referred this matter to the Planning and Zoning Commission (Commission) for a report in conformance with the requirements of Connecticut General Statute 8-24; and

WHEREAS, the Commission will make a recommendation pursuant to the above-referenced statute at its July 9, 2020 meeting; and

WHEREAS, under certain conditions Connecticut General Statute 7-163e requires the legislative body of a municipality to conduct a public hearing prior to the sale, lease or transfer of real property owned by the municipality,

WHEREAS, due to the public health emergency, public speaking will be by written testimony only and may be submitted stating name and address to PHComments@enfield.org by 5:00 p.m. on July 24, 2020; and

NOW THEREFORE BE IT RESOLVED, that the Enfield Town Council does hereby schedule a public hearing regarding the conveyance of 26-32 Church Street and 28 South River Street to be held on August 3, 2020 in order to receive public comment.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5485** adopted 11-0-0.

Discussion followed about Item 11 on the agenda regarding the Connecticut River Access Project.

Mr. Bromson stated this is a very complicated project. He noted this is over a three-million-dollar project that was earmarked. He noted the State is pushing the Town to make a decision by September. He stated by going forward, the Town's commitment goes sky high at potentially over \$700,000. He noted if this isn't approved in a referendum, or if the Town changes its mind, a lot of that money might have to be paid back to the State and Federal government. He stated instead of proceeding, they're referring this to the Town Attorney for a legal opinion. He noted he wants to know exactly what the Town's obligation and liabilities are now if they don't proceed, and he wants to know exactly what the Town's obligation and liabilities are if they do proceed, and they don't conclude later. He noted he does not want to commit the Town to anything when there are many unknowns. He stated he does not want to rush this because the consequences are too great. He noted this can be brought up at the August meeting.

RESOLUTION #5486 by Councilor Muller, seconded by Councilor Szewczak.

WHEREAS, the State of Connecticut provided funding to the Youth Services Division; and

WHEREAS, Youth Services has received approval to extend the implementation of the United Way Suicide Prevention Grant through September 2020 due to the COVID-19 Crisis;

RESOLVED, that the Director of Finance is authorized to re-appropriate any unspent funds from the FY19-20 United Way Suicide Prevention Grant budget into Fiscal Year FY20-21.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5486** adopted 11-0-0.

RESOLUTION #5487 by Councilor Muller, seconded by Councilor Riley.

RESOLVED, that in accordance with Chapter VII Section II of the Town Charter the Enfield Town Council does hereby adopt the job description for Adult and Community Social Worker.

Mr. Bromson explained they're vacating one social worker job description and creating an Adult and Community Social Worker. He noted the purpose of this is to reflect the needs in the community based on what is happening now. He stated they will work with the Police and EMS to try and do some systemic help.

Councilor Cekala questioned if they're eliminating a social worker position and adding this one. Mr. Bromson stated they are vacating one of the social worker jobs.

Councilor Mangini suggested tabling this item until more details can be provided.

Councilor Sferrazza noted this position would be a valuable resource for the Police Department.

MOTION #5488 by Councilor Szewczak, seconded by Councilor Mangini to table this item.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5488** adopted 11-0-0.

RESOLUTION #5489 by Councilor Muller, seconded by Councilor Mangini.

WHEREAS, on January 30, 2006 the Enfield Planning and Zoning Commission (Commission) approved a subdivision known as River Overlook (P.H. #2479); and

WHEREAS, as a condition of such approval, the developer was required to convey to the Town the street known as First Settlers Row, along with a related two drainage easements, a sewer easement, a conservative easement within the subdivision; and

WHEREAS, the Director of Public Works has confirmed that First Settlers Row complies with Town standards and is therefore suitable for acceptance as a Town street; and

WHEREAS, on June 25, 2020, pursuant to its authority in Connecticut General Statutes 8-24, the Commission voted unanimously to recommend acceptance of First Settlers Row; and

WHEREAS, the developer has submitted to the Town for acceptance and filing, a Statutory Form Warranty Deed for First Settlers Row and associated street and public improvements within the subdivision; and

WHEREAS, the deeds were reviewed by the Town Attorney in the Fall of 2019, and have been modified per their instructions.

NOW THEREFORE BE IT RESOLVED, that the Enfield Town Council does hereby accept and will record the following documents related to the River Overlook Subdivision:

1. Statutory Form Warranty Deed dated November 26, 2019

Mr. Bromson stated this has been signed off by Mr. Nunes and Laurie Whitten.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5489** adopted 11-0-0.

RESOLUTION #5490 by Councilor Muller, seconded by Councilor Mangini.

WHEREAS, on February 1, 2007 the Enfield Planning and Zoning Commission (Commission) approved a subdivision known as River Meadows II (P.H. #2526); and

WHEREAS, as a condition of such approval, the developer was required to convey to the Town the streets known as Rivercliff Lane and Meetinghouse Lane, along with a related sewer easement; and

WHEREAS, the Director of Public Works has confirmed that both Rivercliff and Meetinghouse Lanes complies with Town standards and is therefore suitable for acceptance as a Town street; and

WHEREAS, on June 25, 2020, pursuant to its authority in Connecticut General Statutes 8-24, the Planning and Zoning Commission voted unanimously to recommend acceptance of Rivercliff Lane and Meetinghouse Lane; and

WHEREAS, the developer has submitted to the Town for acceptance and filing, a Statutory Form Warranty Deed for Rivercliff Lane and Meetinghouse Lane and the related sewer easement; and

WHEREAS, the deeds were reviewed by the Town Attorney in the Fall of 2019 and have been modified per their instructions,

NOW THEREFORE BE IT RESOLVED, that the Enfield Town Council does hereby accept and will record the following documents related to the River Meadows Subdivision:

1. Statutory Form Warranty Deed dated February 28, 2020

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5490** adopted 11-0-0.

RESOLUTION #5491 by Councilor Muller, seconded by Councilor Mangini.

WHEREAS, a virtual public hearing was held on July 6, 2020 to allow interested citizens an opportunity to express their opinion regarding which programs shall be included on the Town of Enfield's application under the provisions of the "Neighborhood Assistance Act"; and

WHEREAS, due to the public health emergency, public speaking was by written testimony only and electors or taxpayers were instructed to submit their written testimony stating name and address to PHComments@enfield.org by 5:00 p.m. on Monday, June 29, 2020; and

WHEREAS, Enfield electors or taxpayers were offered a link to view any public comment received, to be posted at least 24 hours prior to the public on the Town's website; and

WHEREAS, two proposals were submitted by the Hazardville Institute Conservancy Society, Inc. and the Opera House Players, Inc.; and

WHEREAS, the following proposals are acceptable to the Enfield Town Council within the guidelines for proposed programs under the "Neighborhood Assistance Act":

NOW THEREFORE BE IT RESOLVED THAT:

1. The Town of Enfield's 2020 proposed program applications be submitted to the State of Connecticut Department of Revenue under the provision of the "Neighborhood Assistance Act" and shall consist of the proposals identified in the preceding paragraph.
2. The Enfield Town Manager is hereby authorized to submit these applications to the State Department of Revenue, and to approve any donations received as a result of this application.

Mr. Bromson stated this authorizes him to submit the application to the State for the 2020 Neighborhood Assistance Act.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5491** adopted 11-0-0.

RESOLUTION #5492 by Councilor Muller, seconded by Councilor Riley.

RESOLVED, that Christopher W. Bromson, Town Manager, is empowered to execute and deliver in the name and on behalf of this municipality an application for a Targeted Grant for FY2021 and a contract with the Connecticut State Library and Scanoptics for a Historic Documents Preservation Grant subject to review and approval of the Town Attorney.

Mr. Bromson stated this is for \$7,500, and this will continue the process of digitalizing documents for both the Building and Engineering Departments.

Ms. Olechnicki stated the Engineering Department is very pleased with this project.

Councilor Riley questioned whether this allows the public to view documents. Ms. Olechnicki stated different departments can make the documents available to the public, but they don't have access without permission from the departments.

Chairman Ludwick questioned how many departments are done. Ms. Olechnicki stated they were able to weed out a lot of duplicate maps. She noted they will get through this year and then take a step back to see how much more they should do with the grant, or perhaps start to fund this by the Town.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5492** adopted 11-0-0.

DISCUSSION: TRANSFER STATION

Mr. Bromson stated in the budget, which just went into effect July 1st, they did increase the amount of money in the Public Works budget for engineering and architectural work, so they could look at some of these projects, although they couldn't be done right away. He noted there's \$43,000 to go out for design.

Mr. Nunes stated DPW did solicit for designers through their on-call consultant, and they received three bids with the lowest bid being \$43,000, and that would provide all the necessary construction documents to do the work. He noted it will take some time to get through DEEP, however, the design itself will not take very long. He stated in February or March, they can bid out the work.

He stated he spoke with Hazardville Water and was told there's a two-inch water line at Town Farm Road next to the fire hydrant. He noted he questioned whether a two-inch line would be enough due to the 1,500 feet distance, and he was concerned about pressure and volume. He stated calculations were done and was told there shouldn't be any issues with pressure or volume. He noted he spoke to Chief Richards and Captain Ellis about supply and what could be done with a two-inch line, and they're happy with a two-inch line. He noted it appears any major hurdles with water are addressed.

Councilor Kiner thanked Mr. Bromson and Mr. Nunes for listening to the Council and moving forward to provide a safer work environment for DPW workers.

Councilor Cekala questioned whether a two-inch line is normal and adequate. Mr. Bromson stated they don't have to make a determination, but rather they wanted to reach out to see what the minimum requirements will be. He stated his belief they're trying to be conservative. He noted if the Fire Departments are thrilled, then he's satisfied. He stated this can always be revisited.

Councilor Mangini stated she supports moving forward with this project. She questioned whether the Town Manager or Mr. Nunes can prepare a brief outline and send it to Council regarding the work to be done, along with the dollars. Mr. Bromson stated this evening they're talking about \$43,000 for the design phase. He noted the other numbers will come from that, and those numbers will be brought back to the Council once they have a better idea of costs and the different variables and options.

Councilor Riley questioned whether the \$43,000 includes DEEP permitting fees. Mr. Nunes responded everything that's required is part of the \$43,000.

Councilor Sferrazza voiced his support of moving forward.

Councilor Szewczak questioned whether this will go through DPW for working with the design team staff, or will it go back to Facilities. Mr. Nunes responded he has not thought that through, but that's something that can be worked out.

Councilor Muller voiced his support of this project.

Councilor Unghire stated she's excited to see the progression of this project. She stated her understanding they're still in the preliminary stages. She questioned whether the Council will be informed about the other bids that came in and what the differences were between them all. Mr. Nunes stated they range from \$43,000 to \$126,000, and that's just to do the design. He noted the bid that was very high didn't really understand the project. He stated the third bid was around \$60,000. He noted he received nothing but good reviews for their chosen firm.

Councilor Bosco stated Joint Facilities is a great committee, but they don't have construction experience, and DPW does. He noted it doesn't hurt to have another set of eyes on something. Mr. Bromson added they certainly welcome any help and expertise, and both committees are comprised of hard-working people, and they do an incredible job, and they will certainly talk to them and let them review before coming back to the Council. He noted this saves time and results in a better project.

Councilor Bosco stated his belief the best way to do it is to have both committees working together, and this will save time, and they will get the best results.

MOTION #5493 by Councilor Cekala, seconded by Councilor Mangini to remove Item 13 from the table.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5493** adopted 11-0-0.

Councilor Cekala stated she had asked a question regarding this item, and Ms. Guerreri emailed her response. Ms. Guerreri informed her they're just updating the position to address current needs. She stated her understanding the current description is more therapeutic, and that's not what's needed. She noted the position is at 110 High Street, and this position is also a liaison to the shelter diversion program.

Chairman Ludwick re-read the resolution:

RESOLUTION #5494 by Councilor Muller, seconded by Councilor Riley.

RESOLVED, that in accordance with Chapter VII Section II of the Town Charter the Enfield Town Council does hereby adopt the job description for Adult and Community Social Worker.

Councilor Mangini stated she will vote in the affirmative, but she does not like the way this came down. She noted she would have liked to hear from the Director prior to voting on this. She noted she does not have access to her Town email while doing this, so she does not know what the email says. She stated in good faith and trusting the Town Manager and Social Services Director, she will vote for this.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #5494** adopted 11-0-0.

ADJOURNMENT

MOTION #5495 by Councilor Muller, seconded by Councilor Riley to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5495** adopted 11-0-0, and the meeting stood adjourned at 6:37 p.m.

Appended to minutes of
July 6, 2020 Special Town Council Meeting
See Page 3

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

RESOLUTION NO. _____

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

TO: Thompsonville Revitalization

Other Professional Svcs 10606155-533900 \$ 2,500

FROM: Planning

Salaries 10606100-511000 \$ 2,500

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



John Wilcox, Director of Finance



Date:

APPROVED BY: _____
Christopher Bromson, Town Manager

Date:

TOWN OF ENFIELD
TOWN COUNCIL

RESOLUTION TO AUTHORIZE, ISSUE AND SELL TOWN OF ENFIELD
GENERAL OBLIGATION REFUNDING BONDS

Section 1. General Obligation Refunding Bonds of the Town of Enfield, Connecticut (the "Town") in a principal amount not exceeding \$17,500,000 (hereinafter, the "Bonds") are hereby authorized to be issued, and the proceeds thereof appropriated, in such amount or in such lesser amount as shall be necessary to refund all or any portion of the Town's outstanding general obligation bonds, including, but not limited to, the Town's outstanding General Obligation Bonds, Issue of 2014, dated and issued August 12, 2014 (the "Refunded Bonds"). The Bond proceeds may be expended to fund the escrow account provided for in Section 3 hereof, to pay an underwriter's discount on the Bonds and to pay all costs of issuance related to the Bonds.

Section 2. The Bonds shall be issued and sold in such principal amount and in such manner as shall be approved by the Town Manager and Director of Finance. The Town Manager and Director of Finance are authorized to determine the Refunded Bonds to be redeemed and the amount, date, interest rates, maturities, redemption provisions, form and other details of the Bonds which shall comply with the requirements set forth in Section 7-370c of the Connecticut General Statutes, as amended. The Bonds shall be sold on a competitive or negotiated basis and if sold on a negotiated basis, the Town Manager and Director of Finance are authorized to execute a bond purchase contract or similar agreement for the sale of the Bonds. The Bonds shall be executed in the name and on behalf of the Town by the manual or facsimile signatures of the Town Manager and Director of Finance, bear the Town seal or facsimile thereof, and be approved as to their legality by Shipman & Goodwin LLP, bond counsel to the Town. The Bonds shall be general obligations of the Town and each of the Bonds shall recite that every requirement of law relating to its issue has been duly complied with, that such bond is within every debt and other limit prescribed by law, and that the full faith and credit of the Town are pledged to the payment of the principal thereof and the interest thereon.

Section 3. The net proceeds from the sale of the Bonds, after payment of underwriter's discount and other costs of issuance, may be deposited in an irrevocable escrow account and invested in a portfolio of non-callable direct obligations of, or obligations guaranteed by, the United States of America, including United States Treasury State and Local Government Series ("SLGS") securities, Federal National Mortgage Association ("FNMA") securities and any other securities permitted by Section 7-400 of the Connecticut General Statutes, all of which shall not be callable or prepayable at the option of the issuer thereof ("Government Obligations") in an amount sufficient to pay at maturity, or to redeem at the redemption price prior to maturity, the Refunded Bonds. The Town Manager and Director of Finance are authorized to appoint an escrow agent and a verification agent to verify the sufficiency of the Government Obligations and to execute and deliver any and all escrow and related agreements

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necessary to provide for the payment when due of the principal of and interest on and the redemption premium, if any, on the Refunded Bonds.

Section 4. The Town Manager and Director of Finance are authorized to prepare and distribute a Preliminary Official Statement and a final Official Statement of the Town for use in connection with the offering and sale of the Bonds and are further authorized to execute and deliver a Continuing Disclosure Agreement in connection with the issuance and sale of the Bonds on behalf of the Town in such form as they shall deem necessary and appropriate.

Section 5. The Town Manager and Director of Finance are authorized to execute and deliver a Tax Certificate and a Tax Compliance Agreement for the Bonds on behalf of the Town in such form as they shall deem necessary and appropriate, and to rebate to the United States Treasury such amounts as may be required pursuant to the Tax Certificate and Tax Compliance Agreement for the purpose of complying with the requirements of the Internal Revenue Code of 1986, as amended.

Section 6. The Bonds, or any portion thereof, may bear interest which is includable in the gross income of holders thereof for Federal income tax purposes pursuant to the Internal Revenue Code of 1986, as amended, as the issuance of such taxable bonds is hereby determined to be in the public interest.

Section 7. The Town Manager and Director of Finance are authorized to appoint a certifying, transfer and paying agent and a registrar for the Bonds; to purchase municipal bond insurance for the Bonds; and to execute and deliver any and all additional agreements, documents and certificates necessary to effect the issuance, sale and delivery of the Bonds and the refunding of the Refunded Bonds in accordance with the terms of this resolution.

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**TOWN OF ENFIELD
JOB DESCRIPTION**

**ENFIELD DEPARTMENT OF SOCIAL SERVICES
Adult & Community Services Division**

TITLE: Adult & Community Social Worker

GENERAL STATEMENT OF DUTIES: The Adult and Community Social Worker utilizes a trauma-informed approach to client-centered counseling, case management and crisis intervention services designed to address barriers to stability in the areas of housing, financial literacy, health and mental health wellness. Works in coordination with the Social Service Divisions of Early Childhood, Family Resource Centers, and Youth & Family Services, as well as inter-departmentally with the Police and Emergency Medical Services. Significant interaction with community providers in a variety of sectors.

SUPERVISION RECEIVED: Works under the general direction of the assigned Supervisor.

SUPERVISION EXERCISED: May supervise interns or volunteers.

ESSENTIAL JOB FUNCTIONS: Conducts comprehensive assessments, assists with goal setting, provides resources and referrals, and short-term counseling and case management as indicated. Provides crisis/risk evaluations both in office and in community and takes appropriate actions to keep client and others safe. Provides social work support to other Town Departments such as police and emergency medical services and works collaboratively with the community providers in various sectors. Provides direct service and oversight of the Homeless Shelter Diversion program. Collects data and information on progress toward goal achievement. Provides input on trending barriers to high quality of life conditions for adults and families and information on evidence-based strategies to improve those conditions. Assists with grant writing and reporting. Serves on community collaboratives as assigned.

OTHER JOB FUNCTIONS: May provide consultation and leadership to various community groups and social services, or their agencies; perform other duties as required.

PHYSICAL/MENTAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this job. While performing the duties of this job, the employee is frequently required to sit, talk and hear. The employee is occasionally required to climb, balance, stoop, kneel, crouch, reach with hands and arms, stand, walk, use hands to finger, handle, feel or operate objects, tools, or controls. Hand-eye coordination is necessary to operate computers and various pieces of office equipment. While performing the duties of this job the employee is occasionally required to lift and/or move up to 20 pounds. Specific vision

abilities required by this job include: close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus. Must possess and consistently demonstrate proficient interpersonal skills. Must have ability to interpret, implement, evaluate, organize, consult, and focus. Must employ sound decision-making skills.

WORK ENVIRONMENT: The work characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the job. Work is routinely performed in an office, home, or community. The employee is occasionally exposed to communicable diseases. While performing the duties of this job, the employee occasionally works in outside weather conditions. The employee is occasionally exposed to wet and/or humid conditions. Must be able to perform tasks requiring independent knowledge. Must be able to concentrate on fine detail with constant interruptions, attend to task for 45-60 minutes at a time and remember multiple assignments given over long period of time. The noise level in the work environment is usually quiet in the office and moderate in the field.

MINIMUM QUALIFICATIONS: Master's degree from an accredited college or university in Social Work (MSW) with 3-5 years' experience working with adults and families. LMSW preferred.

The Master's maybe substituted by a Bachelor's in Social Work (BSW) with 8 years' experience working with adults and families. Applicants with lived experiences of the population served is preferred. Must possess a valid driver's license.

ADDITIONAL QUALIFICATIONS: Must have a working knowledge of Trauma-Informed work, the Adverse Childhood Experiences (ACES), and Motivational Interviewing (MI) with an expertise in Case Management Standards as defined by the National Association of Social Workers (NASW). Familiarity with Collective Impact is helpful. Proven ability to work independently as well as collaboratively across varying races, ethnicities, and cultures. Considerable ability in oral and written communications. Considerable ability to establish and maintain effective working relationship with co-workers, other service providers, and the general public. Must have strong computer skills with proficiency in Microsoft Office, with exposure to data collection systems such as Efforts to Outcomes (ETO) preferred.

This job description is not, nor is it intended to be, a complete statement of all duties, functions and responsibilities that comprise this position. Adopted: July 6, 2020